



CLIVE CITY COUNCIL

AGENDA, REGULAR MEETING

8800 Hickman Road

April 24, 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/86065975288> - or call-in at: (312) 626-6799 - Meeting ID:

860 6597 5288

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. Bravo Greater Des Moines Annual Update - Executive Director Sally Dix

Consent Items

1. City Manager Memo
2. City Manager Report - March 2025
3. Assistant City Manager Tech Services Report - March 2025
4. Administrative Services Report - March 2025
5. Community Development Report - March 2025
6. Fire Department Report - March 2025
7. Leisure Services Report - March 2025
8. Police Department Report - March 2025
9. Public Works Report - March 2025
10. Treasurer's Report - March 2025
11. Approve 04/10/2025 City Council Minutes
12. Bill List
13. Resolution Approving Change Order #1 - Concrete Technologies, Inc. - Alice's Road Phase 1A Reconstruction Project - \$59,444.00
14. Approve Pay Request #2 - McClure Engineering - Clive Stormwater Manual Update - \$9,378.50
15. Approve Pay Request #3 - Calhoun Burns & Associates - 2025 Bridge Maintenance Repair Program - \$15,483.75

16. Approve Pay Request #4 - DCI Group - Construction Management Services - City Hall-Library Phase 1 Renovation Project - \$23,294.52
17. Resolution Approving Change Order #5 - Alliance Construction Group - NW 114th Street Reconstruction - \$12,005.40
18. Approve Pay Request #12 - Snyder & Associates - Hickman Road (US 6) and NW 161st Street Intersection Improvements Project Design - \$24,819.56
19. Resolution Approving Memorandum of Understanding with Day Camp Adventures for 2025 Park Shelter Usage
20. Resolution Approving Professional Services Agreement - Calhoun-Burns and Associates - 2025 Bridge Inspection and Load Rating Program - \$4,350.00
21. Resolution approving professional services agreement for audit services for FY 2025-2029 with Eide Bailly LLP
22. Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 96 - 4300 NW 168th Court
23. Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 13 - 4509 NW 164th Street
24. Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Ridge Creek Plat 3, Lot 12 - 10577 Elmcrest Drive
25. Resolution Accepting 1st Amendment to Storm Sewer Line Easement for Karp Plaza Plat 1, Lot 20 - 1604 NW 109th Street
26. Resolution Approving Amended Job Descriptions for Various Full-Time Positions
27. Approve Pay Rate - Brandan Bobst - Part-Time Firefighter/EMT - \$18.16/Hr - Effective 4/27/2025

Action Items

1. Public Hearing - Douglas Parkway and Berkshire Parkway Traffic Signalization Project
 - a. Resolution Approving Plans and Specifications
 - b. Receipt of Bids
 - c. Resolution Awarding Contract - Iowa Signal, Inc. - \$235,174.00
2. Approve Auxiliary Use Permit - Step Ahead Childcare and Preschool - 2635 Berkshire Pkwy, Ste 200
3. General Obligation Corporate Purpose Bonds, Series 2025A
 - a. Resolution authorizing and approving a Loan Agreement, providing for the sale and issuance of General Obligation Corporate Purpose Bonds, Series 2025A, and providing for the levy of taxes to pay the same
4. Utility Rate Adjustments - FY26
 - a. 2nd Consideration of Proposed Ordinance No. 1159 pertaining to Water Rates
 - b. 2nd Consideration of Proposed Ordinance No. 1160 pertaining to Sewer Rates
 - c. 2nd Consideration of Proposed Ordinance No. 1161 pertaining to Stormwater Rates

5. 2025 Flood Preparedness Update
 - a. Resolution Approving Updated Clive Flood Response and Recovery Plan
 - b. Flood Mitigation Planning
 - c. Congressional delegation engagement on FEMA funding and future reform

Reports

Adjournment



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 24, 2025

RE: Bravo Greater Des Moines Annual Update - Executive Director Sally Dix

SYNOPSIS:

At the beginning of the April 24 meeting, Bravo Executive Director Sally Dix will be in attendance to provide her annual update on Bravo activities and grant making. A copy of Sally's presentation is included in the packet for your review prior to the meeting.

Attachments:

1. Bravo Pres to Clive 4-24-25



GREATER DES MOINES

REGIONAL ARTS COUNCIL

MISSION

Bravo leverages community resources to maximize impact of arts, culture, and heritage to advance regional priorities.

VISION

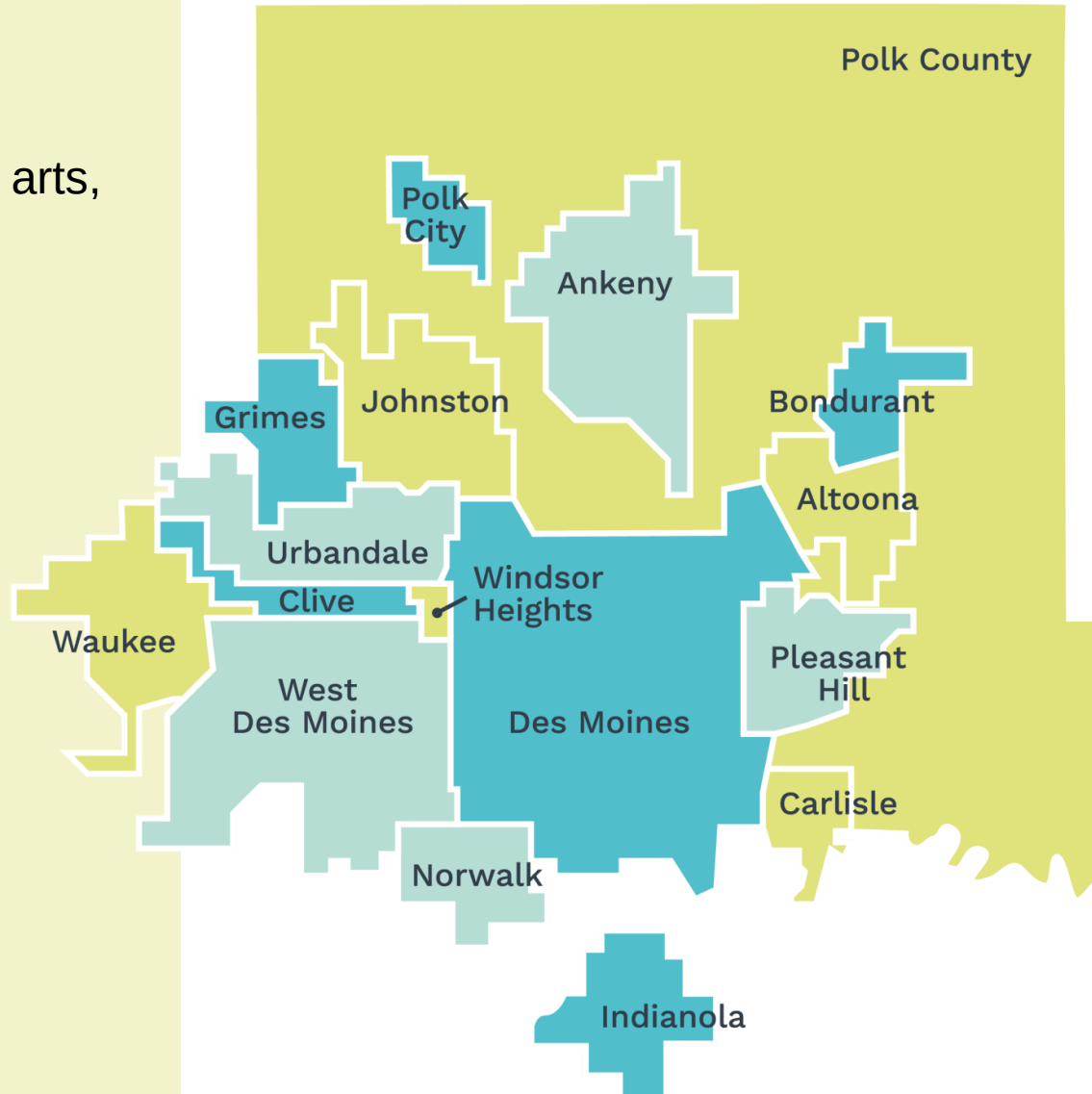
Arts, culture, and heritage elevate and enrich a vibrant Greater Des Moines

LEADERSHIP

37-member Board of Directors

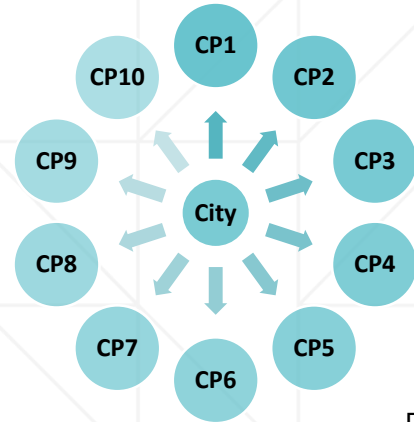
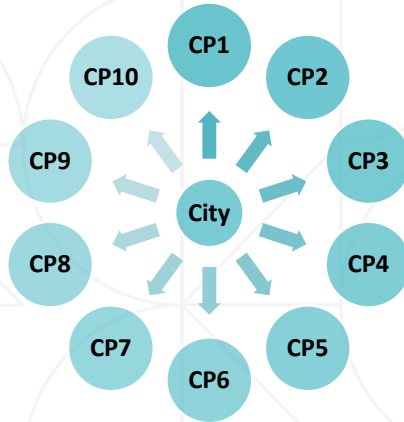
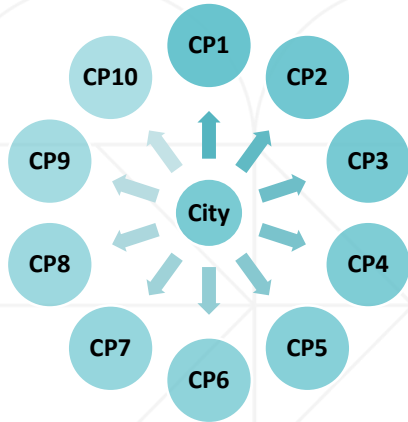
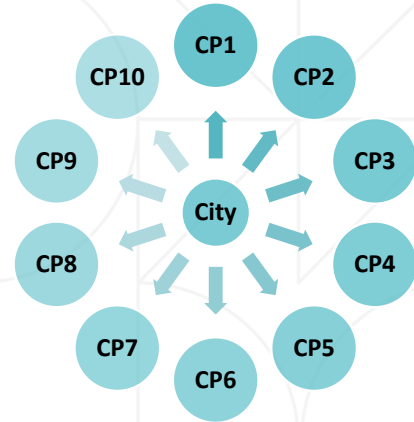
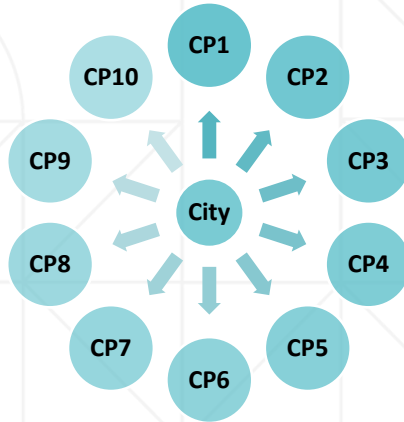
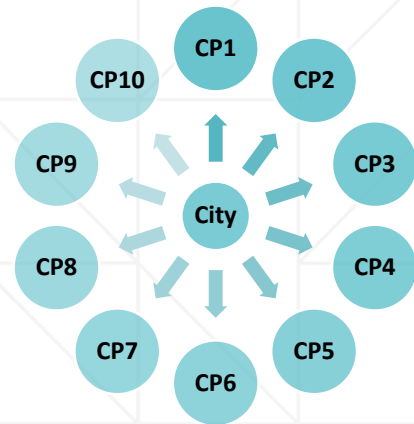
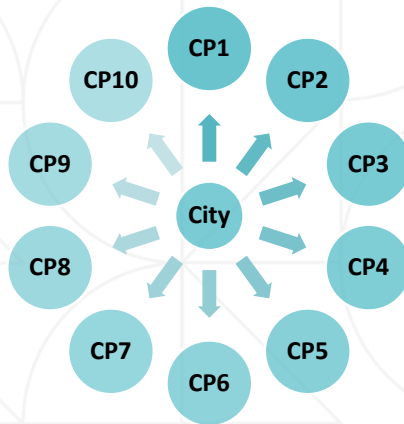
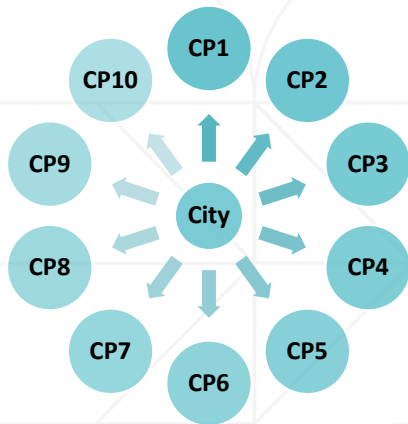
- 17 28E appointees
- 17 Corporate/Community
- 3 Cultural Partners

4 staff



PURPOSE

“...to facilitate and support the cultural community of the Greater Des Moines Area in providing an enriched quality of life by increasing cultural awareness, advocacy and funding as well as by fostering collaboration among cultural organizations and increasing stability of Bravo in carrying out its goals for the benefit of the Greater Des Moines Area.”



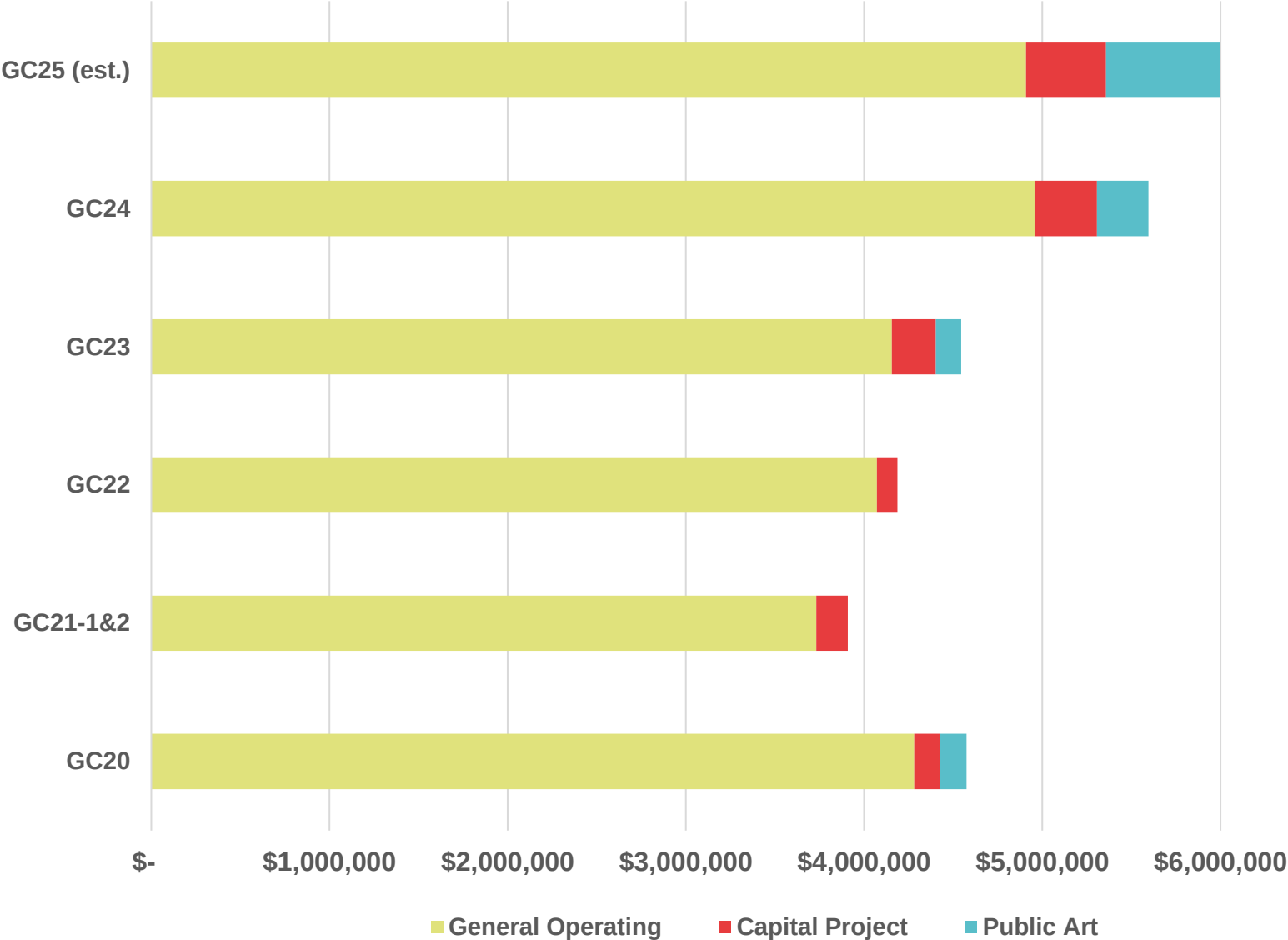
ELIGIBILITY CRITERIA

All applicants must meet all of the following:

- Be a 501(c) organization.
- Be headquartered in and conduct most of its activities within one of Bravo's partner government communities.
- Demonstrate a primary organizational purpose of arts, culture, interpretative sciences, and/or heritage.

GRANT PROGRAM INVESTMENT HISTORY

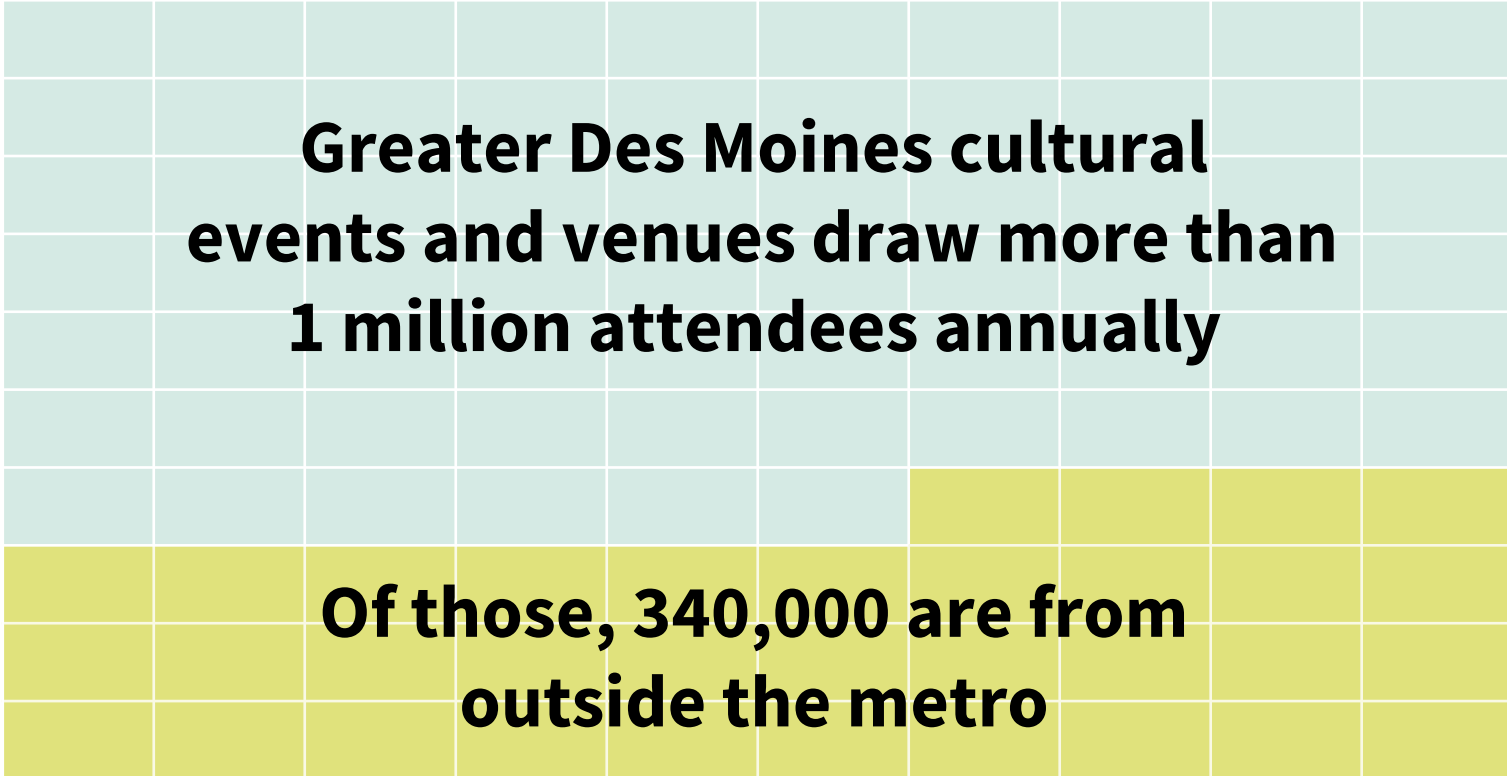
GC20 – GC25 (est.)



GC25 General Operating Grants	# Orgs	% of Total GC25 Awards
\$1M+	16	70%
\$200K - \$1M	19	21%
\$50K-\$200K	22	6.4%
\$1K - \$50K	32	2.6%

2022

Total Economic Impact Nonprofit Spending Audience Spending	\$309 million \$162 million \$147 million
Arts & Culture Sector Jobs	5,439
Total Tax Revenue Generated Federal State Local	\$66.8 million \$34.9 million \$17.1 million \$14.8 million



**Greater Des Moines cultural
events and venues draw more than
1 million attendees annually**

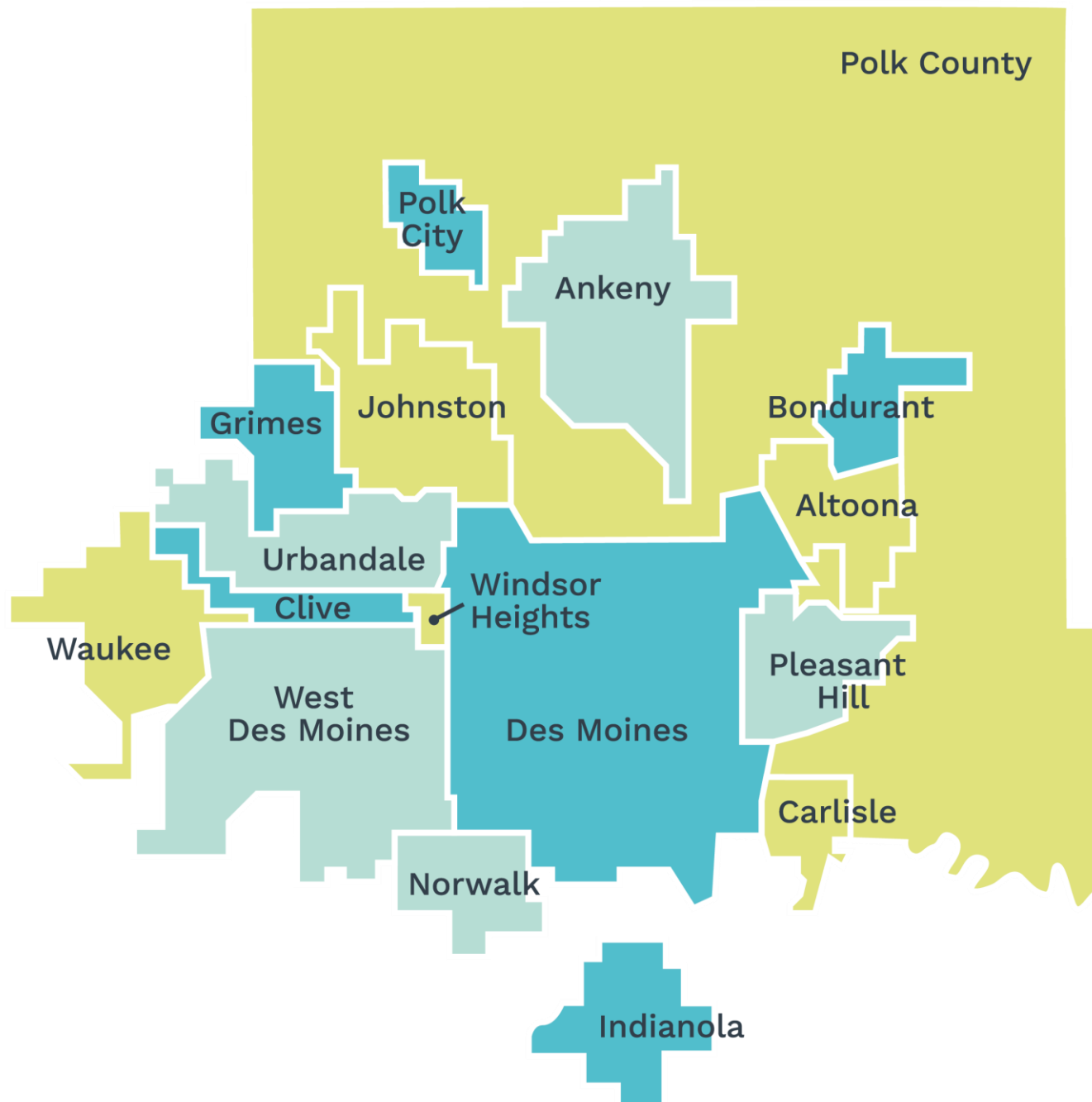
**Of those, 340,000 are from
outside the metro**

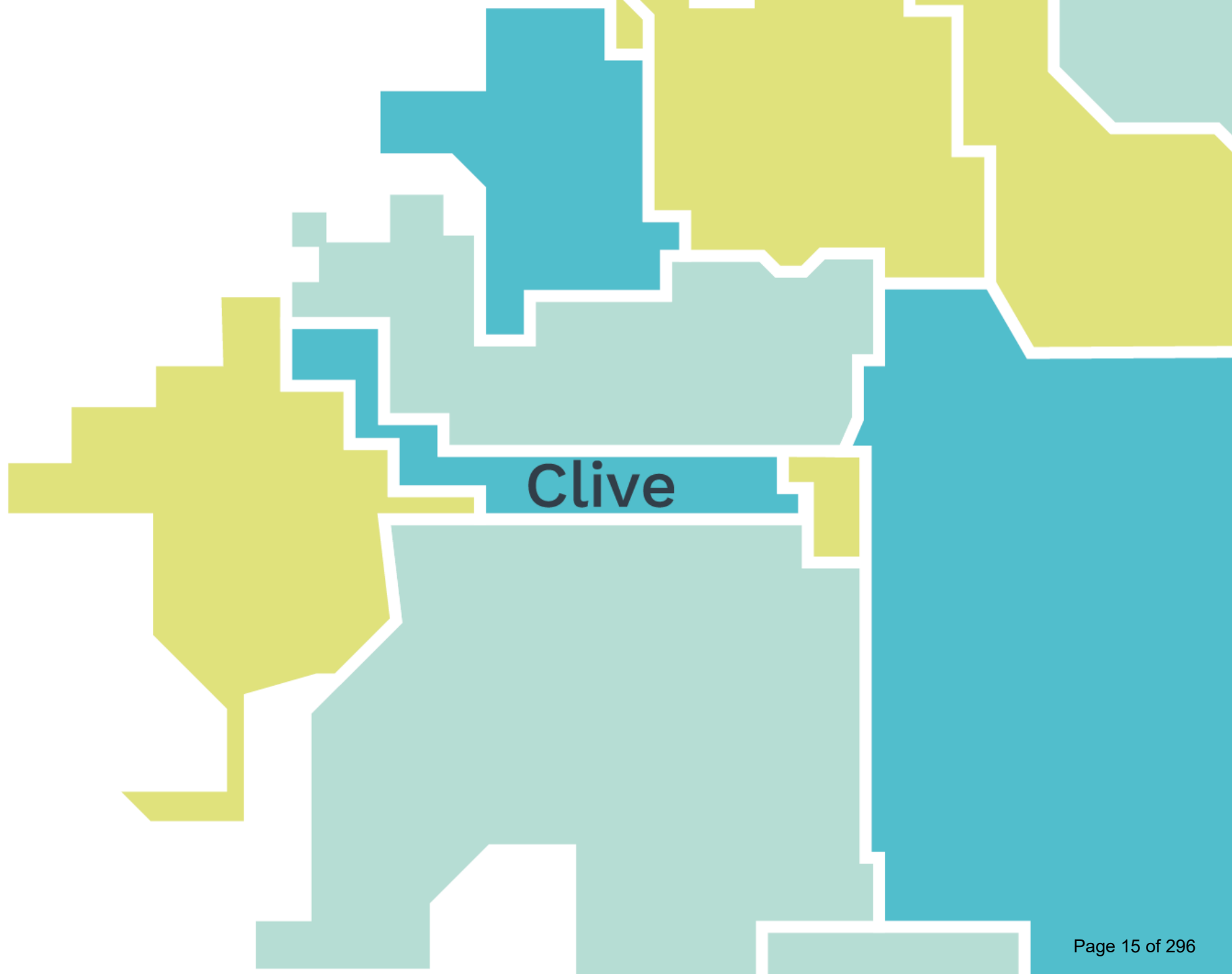
41.5%

Local attendees would have
“traveled to a different community
to attend a similar arts event.”

67%

Non-local attendees **would
not have visited if not for
the arts and culture.**





Clive

Bravo has funded 100% of eligible applications for Clive-headquartered organizations.

More than 22,000 admissions were purchased by Clive residents last year.

+ 2,275 Clive students participated in programming.

Clive represents 3% of the metro and 4% of total paid attendance to Bravo-funded partners.





POTENTIAL IMPACTS OF CHANGES:

- Higher ticket prices for residents
- Fewer *free* programs
- Fewer *local* programs
- Fewer *youth* programs – during school/after school/summer
- Reduced resident engagement opportunities
- Limited innovation and risk to create new programs

New funding from other sources (individual, foundation, corporate)
to backfill lost support is unlikely.



IMPACTS AND OPPORTUNITIES:

**MODIFY ELIGIBILITY AND INVESTMENT
CRITERIA**

**REVISE INVESTMENT
PATHWAYS**

**ENHANCE SUPPORT FOR LOCAL
PROGRAMMING**

Q + A



Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: April 24, 2025
RE: City Manager Memo

SYNOPSIS:

Attached please find the City Manager's Memo for the April 24, 2025 meeting of the Clive City Council.

Attachments:

1. General Info Memo 4-24-25

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: April 21, 2025

Re: General Information Memo – April 24, 2025 City Council Meeting

The April 24, 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/86065975288>

Consent Agenda – A couple of items to note on the consent idea. First, Clive and Waukee staff have a change order for the Alice's Road Phase 1A project to provide for a cast-in-place versus a pre-cast stormwater structure. After further review staff feel this will result in a better product under the new roadway for structures that are 20 feet deep in certain locations. Second, following an RFP process staff would recommend the City maintain our relationship with Edie Bailly LLP as our financial auditor. Clive and Eide Bailly have developed an efficient and effective financial review process over the past five years and would like to maintain that relationship with a modest increase in expenses for the next five years.

Presentation – At the beginning Bravo Greater Des Moines Executive Director Sally Dix will be in attendance to provide her annual update on the activities of Bravo.

Public Hearing: Douglas/Berkshire Parkways Traffic Signalization – A public hearing is set for the consideration of bids received for a traffic signalization project at Berkshire and Douglas Parkways. The project will install traffic signals at the intersection of Douglas Parkway and Berkshire Parkway. The project scope also includes minor pavement removal and replacement at the intersection returns to realign thru movements and better accommodate turning traffic. As you recall, the City has already ordered the signal poles, mast arms, cabinet, and controller unit for the project and will furnish these items to the successful low bidder. On April 17 the City received three bids for the project with Iowa Signal, Inc. being the apparent low bidder at \$235,174. Iowa Signal's bid is 33% below the engineer's estimate of \$351,000 for this project. Staff have a lot of experience working with Iowa Signal in the past and would recommend an award to Iowa Signal, Inc. for the Douglas and Berkshire Parkway Traffic Signalization Project in the amount of \$235,174.

Auxiliary Use Permit: Step Ahead – The Step Ahead Childcare and Preschool has requested an Auxiliary Use permit to allow the business to relocate within the Berkshire Commons Office Park. The business received a similar permit for its current location in 2015. Staff have no concerns with this new permit for the new business location as the operation of the new location will be very similar to what is happening today. In addition, staff have some additional information in the packet on how we recommend adjusting the requirements of the adjacent landscape buffer to allow a fence to be installed for the outdoor play area. Staff are not aware of any complaints or concerns with the current operation of the business and would recommend approval of the Auxiliary Use Permit for Step Ahead Childcare and Preschool.

2025A Bond Sale Date – The morning of April 24 is set as the sale date of the Series 2025A General Obligation Bond to fund the 2025 capital improvement projects. Following the morning's sale staff and the City's Financial Advisor PFM will provide the results of the sale and recommend the award of the bond sale. Earlier this month the City's Aaa bond rating was affirmed by S&P following our annual rating call.

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 a 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. Staff have not received any comments or concerns since the 1st reading and would recommend approval of the 2nd reading of the utility rate ordinances.

2025 Flood Preparedness Update – At the end of the meeting on April 24th staff would like to walk through a series of items with the City Council to update the Council on our flood preparedness efforts. First, Fire Chief Garcia will present an updated flood response and recovery plan following adjustments made after our annual flood tabletop earlier this spring. Second, Community Development Director Doug Ollendike will update the Council on the various flood mitigation projects and activities, including seeking some guidance and whether to continue forward with our University Blvd Flood Mitigation Project Scoping work as grant funding is now in question with the Federal Government eliminating the BRIC grant program. Finally, Assistant City Manager Pete De Kock will present a draft letter of support for our Congressional delegation to encourage our federal representatives to maintain FEMA and its critical grant programs to support Clive's extensive flood mitigation and recovery efforts.

Tentative Upcoming Agenda Items

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

- Presentation – Public Works Process Improvement
- Public Hearing – Linnan Park Reconstruction Project, consideration of bids and award contracts
- Action – Linnan Park Playground Acquisition and Park Naming Discussion
- 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

May 22

- Action – Bravo and Catch Des Moines Agreement Amendments
- Action – Urbandale Fire/EMS 28E Agreements (Apparatus Transfer, Maintenance, Etc.)
- Discussion – Accessory Dwelling Units Ordinance/State Legislation
- Discussion – Strategic Plan Quarterly Update





Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: April 24, 2025
RE: City Manager Report - March 2025

SYNOPSIS:

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

Attachments:

1. CM Report 4-24-25

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: 4/21/25

Re: City Manager's Report – March 2025

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

<u>Consultant/Entity</u>	<u>Amount</u>	<u>Date</u>	<u>Services To Be Provided</u>
MidAmerican Glazing	\$527	3/21/25	City Hall/Library Remodel CO #2 – Door Glass Insert
Keystone Construction	\$12,026.98	4/7/25	City Hall/Library Remodel CO #2 – Additional RTU structural support and wood milling for chambers wall
DCI Group	\$12,883.20	4/14/25	City Hall-Library Reno Ph 2 Pre-Con Services Contract
Air-Con Electric	\$11,230.99	4/16/25	GB Landing CO #1 – PVC Conduit Replacement/Panels
Keystone Construction	\$14,531.71	4/17/25	GB Landing CO #2 – Additional Boardwalk Footings

Clive Plan 2024-2029-2039

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

Policy Agenda Items – Top Priority

Comprehensive Financial Policy and Strategy/CEP Financial Adjustment – The budget development process has been completed with the adoption of the annual Capital Improvements Plan update occurring back in December and the presentation of the proposed FY 25-26 Operating Budget for City Council consideration during the February budget workshops. In December staff brought forward the purchase agreement for the Fire Engine replacement utilizing current fiscal year cash reserves for the purchase and will have a budget transfer to set aside the funds for this purchase while the City awaits apparatus delivery. Final steps in the process of the Budget Public Meeting on March 27 and the City Council's public hearing and formal consideration and adoption of the FY 25-26 Budget at the April 10 meeting have been completed therefore this item is considered complete.

Clive's Regional Role: Discussion and Framework for the Future – Over the past few months discussions have continued with entities such as DART, the Greater Des Moines Partnership and others on the value add they are providing to Clive for the City resources that are deployed to these entities. In November and December, the City Manager engaged with the Council on these various relationships to seek your overall direction on Clive's role and position within the regional dialogue and membership with these entities. In March the City Manager continued these discussions, focused on finalizing draft amendments to the 28E agreements for Catch Des Moines/CVB and Bravo Greater Des Moines. Discussions amongst metro communities continue to finalize the amendment drafts. It is anticipated the revised funding contributions for Catch and Bravo contained within the amendments will be brought forward for Council consideration in May.

Financial "Dip" Plan – During the September 26 City Council meeting representatives from Public Financial Management (PFM) presented a scope of services outlining the various components for the City to create a Financial "Dip" Plan for Clive to ensure the City has visibility to our financial future as the City reaches its built-out condition and manages the legislative changes from the Iowa Legislature. During the September 26 meeting PFM outlined the three main components of scope and the Council authorized the City to move forward with phase 1 of the work to develop a 10-year financial "base" case of the City's current track on revenues and expenditures based on current service delivery and capital investment strategies. Staff and PFM kicked off these efforts in late January and the work has now ramped up in March. Meetings with individual departments occurred on April 14 and 15 to continue to collect information and discuss the draft financial model. Staff and the PFM team are on track to present a final report and 10-year financial model for discussion during strategic planning in August.

Policy Agenda Items – High Priority

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

Policy Agenda Items – Moderate Priority

State Agenda Advocacy and Lobbying A. West Metro B. IaCMA – Work has continued with the Assistant City Manager coordinating with staff of the West DSM Metro communities on how we can coordinate budget and property tax storytelling to our communities and state legislators. In March communications continued showing common sense partnerships metro cities are already doing, along with showing the impact of services being reduced/ending due to property tax limitations being deployed by West DSM Metro cities.

The City Manager is co-chairing the new Iowa City/County Managers Association (IaCMA) Legislative Affairs Committee to strategize on how cities can work better together and build coalitions with other organizations throughout the state on the value cities bring with the resources we deploy in our communities to help the state's economy. In March, conversations with the Iowa League of Cities and other IaCMA members to coordinate approaches, analysis and strategy on property tax reform as the legislative session



continued as initial property tax reform legislation was introduced, which has now transitioned to the latest property tax reform proposals under HSB 328/SSB 1227.

Policy Agenda Items – Low Priority

86th Street Neighborhood Plan/Activation – Staff continues activation efforts in the 86th Street Neighborhood with short-term focus on establishing a joint City/WDM Schools Group made up of two elected officials for each entity along with the School Superintendent and City Manager. The goal is to grow the relationship and implement joint communication efforts between the two entities specifically focused on the 86th Street Neighborhood/Crestview School. The first of these joint communications/newsletters was distributed in late-February. In addition, staff received Bravo grant support for a public art mural project at the Harbach Center and have released a Call to Artists for this project. The next round of activity will pick up this spring with the Linnan Park reconstruction starting, the next neighborhood newsletter and planning for the late summer Back-to-School Bash with the WDM School District.

Service Collaboration Strategy and Actions Plan – For this action, the City Manager's Office will work with departments in the spring as a part of the "Dip" Study work to identify potential service collaborations we have yet to pursue with surrounding city jurisdictions. Work on this item started in early April in coordination with the initial departmental meetings/interviews by the PFM team in coordination with the "Dip" Study. Initial conversations of future opportunities occurred and will continue to be explored as the "Dip" study project progresses.

Management Agenda Items – Top Priority

City Hall/Library Security Remodel – In December, the City Council held a public hearing to consider bids for the phase 1 renovations and construction contracts for Phase 1 were awarded. Also in December, the Leisure Services and Technology Services teams previously housed in the upper level of the building moved over to the Harbach Center during construction and the Library had a brief closure in late December and then the "front of house" was reopened in early January. Phase 1 construction is well underway with drywall going up and electrical/mechanical work nearly complete. Phase 1 is projected to be completed by the end of July with the City Council utilizing the training room at CSPC as the temporary City Council Chambers. Design efforts for Phase 2 kicked off in late March to prepare for a bidding schedule in summer.

Management Agenda Items – High Priority

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

Management In Progress Items

Executive Team: Transitions/Relationships –The Executive Team is always working on relationship building amongst each other and with the newer members. Some specific recent work included a webinar



series the Team went through focusing on how we have conversations with each other. In addition, the City Manager held a group retreat in mid-January to continue the development of relationships amongst the Executive Team members.



Memo

TO: Mayor and Council members

FROM: Pete De Kock, Assistant City Manager

DATE: April 24, 2025

RE: Assistant City Manager Tech Services Report - March 2025

SYNOPSIS:

Assistant City Manager Tech Services Report - March 2025

Attachments:

1. March 2025 ACM and Tech Services Report

Assistant City Manager and Tech Services Monthly Report

Target	Milestones	Orig	Rev	Lead	Status	Notes
Leisure Services Sign-Up System: Direction, Funding and Implementation	Recommence research on possible platforms	Oct-24	Oct-24	ACM/LS	Done	
	Identify the preferred platform	Nov-24	Nov-24	ACM/LS	In Progress	
	Prepare request for FY 25-26 Budget	Dec-24	Dec-24	ACM/LS	Done	
	Budget workshop: FY 25/26	Feb-25	Feb-25	ACM/LS	Done	40K Placeholder in budget
	CC Decision: FY 25/26 Budget Adoption	Apr-25	Apr-25	ACM/LS	Not Started	
	Platform purchase	Jul-25	Jul-25	ACM/LS	Not Started	
	Project kickoff	Aug-25	Aug-25	ACM/LS	Not Started	
	Implementation completed	Mar-26	Mar-26	ACM/LS	Not Started	
Grant Funding Strategy: Update, Direction and City Actions	Research and submit grant applications w/ priorities	Ongoing	Ongoing	ACM	Done	
	During CIP process, identify out year grant projects	Oct-24	Oct-24	ACM	Done	
	Research options for adding grant-writing capacity	Nov-24	Nov-24	ACM	Done	
	Prepare budget proposal if needed for grant writing	Dec-24	Dec-24	ACM	Done	
	Budget workshop: FY 25/26	Feb-25	Feb-25	ACM	Done	Decision not to move forward with outside grant writing
	CC Decision: FY 25/26 Budget Adoption	Apr-25	Apr-25	ACM	Done	
	If needed, prepare RFP for grant writing services	May-25	May-25	ACM	Done	
	Grant writing services begin	Jul-25	Jul-25	ACM	Done	
Major Streets/Crosswalks/More Walkable: Goals, Best Practices, Report w/ Options	Establish and communicate trail detours for Hickman	Sep-24	Sep-24	ACM	Done	Detour in place 10/2
	Install and maintain appropriate detour signage	Sep-24	Sep-24	ACM	Done	
	Research best practices in coordination w/ MPO	Mar-25	Mar-25	ACM	In Progress	
	Identify Key crossings throughout Clive	Apr-25	Apr-25	ACM	In Progress	
	CC Presentation: Best Practices and Opportunities	May-25	May-25	ACM	Not Started	
	Potential federal grant applications through MPO	Ongoing	Ongoing	ACM	In Progress	
	Prepare potential FY 26/27 Budget Requests	Dec-25	Dec-25	ACM	Not Started	

Assistant City Manager and Tech Services Monthly Report

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

Assistant City Manager and Tech Services Monthly Report

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

Monthly Highlights

- Iowa League of Cities Local Leader Day at the Capitol on March 4
- Multiple touches with Clive's state delegation on legislation
- State of the City presentation on 3/12
- Annual flood tabletop exercise on 3/26

Assistant City Manager and Tech Services Monthly Report

Technology Services Report – March 2025

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

2024-2025 Approved Strategic Goals Status

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

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

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

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

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

Assistant City Manager and Tech Services Monthly Report

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

- Percentage of professional fee costs since the start of the fiscal year: **7.25%**

2024-2025 Miscellaneous Technology Services Project Status

Project	Status	Notes	Due	Completed
Server Operating System Upgrades/ Maintenance	In Progress	Preemption, Sharefile, OOS, & Access Control svrs to Server 2022 as the opportunity arises.	Ongoing	
Additional cancellation of old copper analog POTS lines	In Progress		Ongoing	
Migration of City Hall staff to new network switch stack	In Progress	This also includes moving this staff to a new subnet architecture begun with the new CPSC facility.	Ongoing	
Assist CommDev with Citizen Serve project	Done		TBD	Jan 2025
Assist Public Works with Citizen Serve project	In Progress		TBD	
Preparation of Harbach Center spaces for staff relocation	Done	Network switch replacement to increase port capacity	Dec 2024	Dec 2024
Preparation of Tech Services temporary move to CPSC	Done	Storage space identified at CPSC to move Tech storage to CPSC	Dec 2024	Dec 2024
Replacement of domain controllers at City Hall	In Progress	NEW - Replacement of 1 physical and 1 virtual domain controller with a new physical domain controller.	Jan 2025	
Security Cameras for Public Works facility	In Progress	Waiting on cabling by PW.	Apr 2025	
Firewall replacement at City Hall	Done	NEW - Replacement of aging firewall at City Hall. The new firewall will have redundancy.	Jan 2025	
Relocation of Mediacom router from main Library to City Hall server room	Done	NEW – relocation of the existing router to a new location in the server room due to renovation	Jan 2025	Jan 2025
Replacement of Harbach Tech Room computers	Done	These old desktops need to be replaced again. 2 done and 1 to go.	Mar 2025	Mar 2025
Aquatics Center technology setup	In Progress	Annual setup of computers and phones at Aquatics Center	Apr 2025	
Setup of computers for the new Library circulation desk	Not Started		May 2025	
Organization of the City Hall server cabinet to prep for AV equipment	Not Started		May 2025	

Conferences, Training, Meetings, & Other

- None for March



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: Administrative Services Report - March 2025

SYNOPSIS:

Please see the attached report and supplemental materials.

Attachments:

1. Admin Services Monthly Report - March 2025
2. Mar 25 Admin Report Materials

MEMO

To: Mayor Edwards and Council Members
From: Elizabeth Hansen, Director of Administrative Services
Date: April 18, 2025
Re: Monthly Report – March 2025

Administrator Services Department

General Administration/Finance:

Utility Billing/Xpress Bill Pay (XBP):

- A. To date, 6,787 customers have set up online accounts on the Xpress Bill Pay system. Of those customers, 2,756 have selected the electronic billing feature. All utility customers have XBP accounts and 41% receive electronic statements. Since we reached the 35% goal, now the goal is to maintain that percentage and increase it even more. See specific marketing efforts below.
- B. 345 utility bill reminders were sent, and 23 customers were scheduled to be shut off this month.
- C. 47 work orders were processed – 13 for new construction so 34 were for other work.
- D. 65 warning tags were delivered/service shut-offs for non-payment.

Permits/Licenses Purchased:

Permit/License	Quantity	Amount
Mobile Food Vendors	5	
Noise Permits	1	
Solicitor Permits	0	
Open Records Requests	3	
Pet Licenses	202	\$3,559.00
Parking Tickets	12	\$305
Yard Waste Stickers	106	\$13,568
Miscellaneous Waste Stickers	266	\$685.00

Commerce Bank Revenue Share Amount:

We received the January revenue share report. The City received \$48.71. This amount keeps going down due to the ACH pay program we are encouraging our vendors to use, which saves on staff time and resources.

Income Offset Program (IOP) – We received \$5,835.61 from State of Iowa for IOP in February. We also received \$878.28 from MCOA in February.

Human Resources:

A. During March, the NeoGov Insight/OHC system was used for: Deputy City Clerk, PW Operations Specialist, FT & PT Firefighter/EMT, FT & PT Firefighter/Paramedic, FT & PT Paramedic, PW Maintenance I, Parks Maintenance I and II, Aquatics Seasonal Positions, and Recreational Seasonal Positions. We continued the hiring process for Aquatics and Recreational positions with 146 currently in Pre-Hire status. Of the 146, 41 are fully onboarded and ready to start in April. Interviews for PW Operations Specialist, Deputy City Clerk, and Fire positions occurred and candidates selected. 2 Full-Time PW Operations Specialists, 1 Deputy City Clerk, and 1 Fire offers were accepted in March with start dates to come in April and May. Below are the hiring and promotions for calendar years 2017 to the present:

B. Hires -

	2025	2024	2023	2022	2021	2020	2019	2018	2017
Full Time	2	14	22	14	15	16	15	9	4
Part-Time	1	10	7	22	10	1	7	9	7
Seasonal	0	159	159	132	130	73	130	151	133
Promotional	0	9	15	7	8	7	4	4	3

C. Separations –

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

D. Staff Events:

Seasonal Paperwork Parties – Onboarding Events – March 17th and 18th

Departmental Projects – Strategic Planning:

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

City Clerk Division

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



Finance Division

New Utility Billing Rate Structure and Process Improvements – Commercial ERUs were updated and were also part of the June 2024 utility billing. During the implementation of the commercial ERU's staff noticed some irregularities in some of the accounts and have rectified those with the customers affected. Staff presented an ERU Policy during the budget workshops and approval will be considered by the City Council in April. New commercial accounts have been created and are currently being reviewed for accuracy. Staff is working on a letter to be distributed to all commercial accounts and commercial property owners. New rates will go into effect upon the publication of the ordinances following council approval.

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

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

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

FY 2025/2026 Budget – Staff kicked off the budget process in September and the Budget Workshops were in February 2025. The City Council will consider approving the FY 2025-26 budget in April.

2024B/2025A Bond Sales - Staff met with PFM for the sale of bonds to fund the capital improvement projects for the 2024/25 construction season. We held our rating call this year with S&P and they determined a rate increase to AAA! The 2024B bonds have been sold to TD Securities and were received on November 14. The 2025A bond sale is underway to fund the CIP for the 2025/26 construction season. The rating call with S&P will be in March and the sale is expected to occur in April. Closing is planned for in early May.

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

Human Resources Division

City Government at Build-Out Staffing Levels: Research, Comparative Analysis, Report with Findings, Options, Direction, and City Action Plan - The first step is to identify the proposed comparison cities, which was approved by the Council Personnel Committee in



February 2024. Next, staff will send the communities a request for data. A draft report will be developed and presented to the Personnel Committee after the first of the new year.

City Training 24-25 Plan Development and Implementation – The human resources staff's goal is to coordinate a 12-month employee training and development plan. To meet the needs of the departments, in addition to staying compliant with state and federal law. The need for training was highlighted through employee surveys and Focus Group trends. Many employees are in new roles throughout the organization, and we are trying to get them the tools they need to succeed. The plan has been reviewed by the Directors and training will be scheduled for 2025.

Citywide and Quarterly Supervisory Training - Staff held a city-wide training on October 30, November 4, and November 6 for all employees, supervisors, and managers. The focus this quarter was on Bullying, Harassment, and also the Performance Check-In. Quarterly trainings will continue throughout the year. Supervisor Training was held in April. The next city-wide training is in July.

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

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

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

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

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

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



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

Transition from TrueNorth to IGHCP – Staff is working with IGHCP to transition from TrueNorth and Workforce Junction to IGHCP “The Trust” and Employee Navigator. We have also been working with The Trust to make improvements to the employee benefit Guidebook. We have also scheduled Flex Savings Account Open Enrollment meetings for staff in November and are preparing for the transition from Midwest Benefit to EBS. Open Enrollment for Health, Vision and Dental insurance is late April to mid-May.

**Council Fiscal YTD Revenue Report
March 2025**

Account Number	Account Title	2023-24 Pri Year Actual	2024-25 Approved Budget	Cur YTD Actual	Current YTD Uncollected Revenues	Budget % Collected
001-4000-0-0000-00	NON-PROGRAM GENERAL REVENUE	20,176,200	20,763,181	14,954,568	5,808,613	72.02%
001-4110-0-0000-00	POLICE DEPARTMENT	62,146	82,000	41,037	40,963	50.05%
001-4150-0-0000-00	FIRE PROTECTION	43,405	9,500	7,720	1,780	81.26%
001-4160-0-0000-00	RESCUE DEPARTMENT	747,854	650,500	604,329	46,171	92.90%
001-4190-0-0000-00	ANIMAL CONTROL	19,416	18,000	11,813	6,188	65.63%
001-4210-0-0000-00	ROADWAY MAINTENANCE	29,318	36,000	16,376	19,624	45.49%
001-4290-0-0000-00	SOLID WASTE COLLECT & DISPOSAL	1,200,373	1,193,682	932,191	261,491	78.09%
001-4410-0-0000-00	LIBRARY SERVICES	42,254	46,872	37,620	9,252	80.26%
001-4430-0-0000-00	PARKS & PLAYGROUNDS	30,836	42,000	11,071	30,929	26.36%
001-4440-0-0000-00	RECREATION	459,988	430,500	412,494	18,006	95.82%
001-4470-0-0000-00	PUBLIC ART PROGRAM	0	0	4,185	-4,185	0.00%
001-4499-0-0000-00	SWIMMING POOLS	689,773	737,700	381,153	356,547	51.67%
001-4530-0-0000-00	BUILDING & HOUSING SAFETY	70,297	100,000	59,306	40,694	59.31%
001-4540-0-0000-00	PLANNING & ZONING	620,645	348,500	397,466	-48,966	114.05%
	GENERAL FUND	24,192,505	24,458,435	17,871,329	6,587,106	73.07%
					0	
110-4210-0-0000-00	ROADWAY MAINTENANCE	2,627,800	2,745,992	1,923,722	822,270	70.06%
					0	
121-4699-0-0000-00	LOSST	4,090,085	3,700,000	3,138,324	561,676	84.82%
					0	
600-4810-0-0000-00	WATER	6,674,868	5,747,014	5,499,221	247,793	95.69%
610-4815-0-0000-00	SANITARY SEWERS	3,923,205	3,741,388	3,225,492	515,896	86.21%
740-4865-0-0000-00	STORM SEWERS	1,794,659	1,931,970	1,388,027	543,943	71.85%
810-4930-0-0000-00	INTERNAL SERVICE-CAP EQUIP REP	1,613,872	1,532,060	1,478,412	53,648	96.50%
					0	
		44,916,992	43,856,859	34,524,528	9,332,332	78.72%

Council Fiscal YTD Expense Report
March 2025

Account Number	Account Title	2023-24 Pri Year Actual	2024-25 Approved Budget	Cur YTD Actual	Current YTD Unexpended	Budget % Used
001-5110-0000	POLICE DEPARTMENT	4,205,425	4,517,826	3,477,633	1,040,193	76.98%
001-5150-0000	FIRE PROTECTION	2,367,365	2,499,994	1,613,174	886,820	64.53%
001-5160-0000	RESCUE DEPARTMENT	1,964,011	2,180,152	1,704,084	476,068	78.16%
001-5180-0000	DISASTER CONTROL DEPARTMENT	12,392	16,515	8,548	7,967	51.76%
001-5190-0000	ANIMAL CONTROL	23,025	20,000	16,468	3,532	82.34%
001-5210-0000	PUBLIC WORKS ADMINISTRATION	633,792	652,699	460,619	192,080	70.57%
001-5230-0000	STREET LIGHTING	118,659	224,000	125,269	98,731	55.92%
001-5240-0000	TRAFFIC SAFETY DEPARTMENT	161,350	252,083	93,794	158,289	37.21%
001-5260-0000	ENGINEERING	917,061	985,015	689,196	295,819	69.97%
001-5290-0000	SOLID WASTE COLLECT & DISPOSAL	1,225,331	1,175,575	883,217	292,358	75.13%
001-5350-0000	MOSQUITO CONTROL DEPARTMENT	11,030	14,330	4,950	9,380	34.54%
001-5399-0000	WELLNESS PROGRAM	16,704	23,250	1,760	21,490	7.57%
001-5410-0000	LIBRARY SERVICES	1,008,143	1,085,025	742,814	342,211	68.46%
001-5420-0000	MUSEUMS & CENTERS	579,067	624,349	476,987	147,362	76.40%
001-5430-0000	PARKS & PLAYGROUNDS	1,576,640	1,749,392	1,189,263	560,129	67.98%
001-5440-0000	RECREATION	850,542	849,842	619,528	230,314	72.90%
001-5460-0000	RECREATION	149,307	286,728	151,789	134,939	52.94%
001-5470-0000	PUBLIC ART PROGRAM	9,251	-	2,899	-2,899	#DIV/0!
001-5499-0000	SWIMMING POOLS	815,432	852,007	516,711	335,296	60.65%
001-5530-0000	BUILDING & HOUSING SAFETY	340,263	395,075	261,758	133,317	66.26%
001-5540-0000	PLANNING & ZONING	535,838	607,009	412,549	194,460	67.96%
001-5550-0000	CODE ENFORCEMENT	104,566	112,118	78,547	33,571	70.06%
001-5609-0000	LEGISLATIVE (COUNCIL & MAYOR)	73,320	86,331	53,908	32,423	62.44%
001-5610-0000	EXEC. & ADM. (MGR, ASST MGR)	527,068	609,252	464,366	144,886	76.22%
001-5615-0000	HUMAN RESOURCES	379,078	405,938	262,720	143,218	64.72%
001-5620-0000	FINANCIAL ADMINISTRATION	3,258,112	3,149,083	5,400,860	-2,251,777	171.51%
001-5630-0000	ELECTIONS	6,805	-	-	0	0.00%
001-5640-0000	LEGAL SERVICES	70,783	60,000	58,488	1,512	97.48%
001-5650-0000	CITY HALL	418,148	516,349	292,059	224,290	56.56%
001-5651-0000	MISCELLANEOUS UNALLOCATED	60,925	77,250	9,988	67,262	12.93%
001-5698-0000	IT	813,756	995,653	813,056	182,597	81.66%
001-5699-0000	PERS SERV. (CIVIL SERVICE)	-	-	-	0	0.00%
	GENERAL FUND	23,233,187	25,022,840	20,887,002	4,135,838	83.47%
					0	
110-5210-0000	ROADWAY MAINTENANCE	2,644,926	2,973,769	2,389,020	584,749	80.34%
					0	
121-5699-0000	LOCAL OPTION SALES/SERVICE TAX	3,765,567	3,950,000	2,224,518	1,725,482	0.00%
					0	
600-5810-0000	WATER	6,305,324	6,220,676	5,638,416	582,260	90.64%
610-5815-0000	SANITARY SEWERS	2,889,310	4,402,245	3,480,490	921,755	79.06%
740-5865-0000	STORM SEWERS	1,612,575	1,921,585	840,753	1,080,832	43.75%
810-5910-0000	INTERNAL SERVICE-CAPITAL EQUIP	2,012,798	2,000,000	1,703,674	296,326	85.18%
					0	
		42,463,687	46,491,115	37,163,873	9,327,242	79.94%

RECONCILIATION OF UTILITY BILLINGS, COLLECTIONS, AND DELINQUENCIES

FY24/25

Month of: March 2025

Aged trial balance- Report Date: 2/28/2025 \$ 81,260.26

BILLINGS

Billings for the month of: FEBRUARY \$ 927,706.17

Billings for the month of: MARCH \$ 872,649.93

Total billings for the months of January & February (includes penalties and finals) \$ 1,800,356.10

TOTAL BILLINGS \$ 1,881,616.36

LESS COLLECTIONS

Revenues collected for the month of: MARCH \$941,224.91
(Includes final bill payments, County Treasurer payments, etc.)

Council Write-Offs \$0.00

City Accounts- write-off/adjustments \$0.00

Deposit amounts applied \$1,357.71

Payment adjustments \$0.00

TOTAL COLLECTIONS \$ 942,582.62

SUB TOTAL \$ 939,033.74

Aging report balance for: 3/31/2025 \$ 810,884.39

Aging report (02/28/25) for accounts 30 days or more past due \$ 81,517.13

Prepared by: Maritza Alarcon, Utility Billing Department, 04/04/2025



Memo

TO: Mayor and Council members

FROM: Doug Ollendike, Community Development Director

DATE: April 24, 2025

RE: Community Development Report - March 2025

SYNOPSIS:

Attachments:

1. Com Dev Report - 03-2025

MEMO

To: Honorable Mayor and City Council

From: Doug Ollendike, Community Development Director

Date: April 24, 2025

Re: Community Development Monthly Report

Building Services Division

5 new single-family homes were permitted in March with a valuation of \$2,870,721. A total of 34 permits were issued which included new construction, remodels, additions, fences, decks, sheds, etc.

Commercial Permits Issued

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

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

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

Kwik Star, located at 16050 Hickman RD has been issued a temporary CO; staff is awaiting final as-builts and minor site corrections.

The permit has been issued for "The McCoy" apartments located at 11040 Hickman RD for the interior bathroom and kitchenette remodel work. Some of the single unit apartments have been inspected on the main level and level 3; however, not all units are completed yet.

The Emerald Isle townhome project has full permits for the second building of six units; interior finishing progress is being made on the first building and rough ins are being completed on the 2nd building. The street work is currently under construction.

The final inspection has been completed for the outpatient surgery center located at 12107 Stratford DR. Planning staff will complete a final inspection once minor site work is completed.

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

The permit for Silverstar Carwash at 15451 Hickman RD has been issued. Final finish work is wrapping up, however, it has been determined that the Emerald Isle Street project is more than

90 days out from being completed, so no CO's will be issued until such a time as this is resolved.

A final inspection has been conducted at the new office building located at 2640 Berkshire PKWY. A temporary occupancy permit has been issued until such a time as all remaining landscaping and exterior work is completed. The temp CO expires May 31.

A final inspection has been completed at the expansion of Edward Jones at 1100 73rd ST. Staff is waiting for some minor exterior work such as exterior paint, landscaping and parking lot striping to be completed.

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

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

The permit has been issued for Greenbelt Landing. Interior work along with exterior work is in full swing on the building remodel.

Staff have issued a permit for an addition and large interior remodel located at 12605 Woodlands PKWY; framing and rough-in inspection have been started.

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

A remodel permit for the former Beauty Brands has been issued to split the building into two tenant spaces. A tenant remodel permit has been approved for the west side of the building.

Staff are reviewing plans for a locker room remodel and exterior modifications at the Genesis Health and Fitness Club (10930 Hickman RD).

Planning Services Division

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

The first amendment to the development agreement for the Emerald Isle Townhome development has been approved by Council and the revised site plan/preliminary plat has been administratively approved by staff. The developer has commenced grading and construction activities. Staff anticipates a final plat will be approved in the coming months.

SilverStar car wash has submitted a preliminary plat, site plan, and public improvement construction drawings for properties generally located at NW 156th ST, Hickman RD, and Emerald Isle DR. The preliminary plat was approved by Council on April 11, 2024, and site plan was approved by Council on May 23, 2024. Construction drawings were conditionally approved subject to acquisition of additional temporary construction easements and approval of an agreement including the cost-share with the City. Staff is continuing to work with the applicant to gather all necessary documents and agreements prior to commencement of the Emerald Isle Drive public improvements..

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

Buyers Realty has submitted a site plan amendment for 10001 University Avenue façade and parking updates. The amendment was approved at the November 14, 2024, Council meeting. Exterior improvements are currently under construction. A final plat will be submitted to adjust the east property line; however, legal proceedings related to the Joann's bankruptcy have this process delayed.

Weissenburger Investments & Financial Planning has submitted a site plan amendment for a building addition at 16400 Sheridan Avenue. Staff anticipates approval of the site plan in May.

Horizon Events Center has submitted a site plan amendment to construct additional parking in place of the existing tennis courts. Staff has completed an initial review and is awaiting resubmittal from the applicant.

Dehner Distillery has submitted a site plan and preliminary plat for the former Ruan lots on NW 86th Street. Staff is continuing to work with the applicant and anticipates bringing forward the site plan in conjunction with a development agreement regarding stormwater management and street light installations.

Staff is awaiting final state action regarding Accessory Dwelling Units and will provide additional information once available.

Staff is finalizing recommendations for Off-Street Parking and Circulation requirements and anticipates setting public hearing at an upcoming Council meeting.

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



1900 NW 114th ST
Clive, IA 50325
(515) 223-6221
www.cityofclive.co

	Mar-24	Mar-25	YTD Total	Mar-25	YTD Total
Building Permit - New Single Family	15	5	13	\$2,870,721	\$7,579,761
Building Permit - New Townhome	6	0	0	\$0	\$0
Building Permit - New Condominium	0	0	0	\$0	\$0
Building Permit - Residential Additions	2	5	13	\$251,785	\$629,550
Building Permit - Residential Remodel	1	1	4	\$2,907	\$165,346
Building Permit - New Commercial	0	0	0	\$0	\$0
Building Permit - Commercial Additions	0	0	0	\$0	\$0
Building Permit - Commercial Remodel	3	3	6	\$536,009	\$1,033,180
FYTD TOTALS					
Building Permit - New Single Family	68	57		\$29,189,917	
Building Permit - New Townhome	6	0		\$0	
Building Permit - New Condominium	0	0		\$0	
Building Permit - Residential Additions	13	35		\$1,888,516	
Building Permit - Residential Remodel	12	16		\$722,416	
Building Permit - New Commercial	2	4		\$2,596,113	
Building Permit - Commercial Additions	0	1		\$670,366	
Building Permit - Commercial Remodel	20	22		\$8,668,884	



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March 2025
RESIDENTIAL PERMIT ACTIVITY

/ SINGLE FAMILY

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
03/10/2025	3623	BERKSHIRE PKWY	Jerry's Homes	\$571,844	ANGEL PARK PLAT 07
03/18/2025	18048	TANGLEWOOD DR	Brothers Company Builders Grou	\$515,187	SHADOW CREEK PLAT 08
03/13/2025	18251	ALDERLEAF DR	SKS HOMES, LLC	\$665,955	SHADOW CREEK WEST
03/12/2025	18190	HIDDEN KNOLL	Royalty Homes	\$569,982	SHADOW CREEK WEST
03/31/2026	17686	HAMMONTREE DR	DB Homes	\$547,753	SHADOW CREEK PLAT 7
TOTAL				\$2,870,721	
YTD CALENDAR				\$7,579,761	
YTD FISCAL				\$29,189,917	

W TOWNHOME

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

NEW CONDOMINIUM/MULTI-FAMILY

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

RESIDENTIAL ADDITIONS

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
03/03/2025	15033	ROSEWOOD DR	Homeowner	\$37,050	Basement Finish (Partial)
03/03/2025	2101	136TH ST	Drake Homes	\$59,201	Finish Basement
03/10/2025	12340	WALNUT RIDGE CT	Ogg Construct	\$31,275	Basement finish
03/31/2025	1621	122ND CT	Homeowner	\$78,735	Partial Basement Finish
03/25/2025	3452	HORTON CIR	Homeowner	\$45,525	Covered Deck
TOTAL				\$251,785	
YTD CALENDAR				\$629,550	
YTD FISCAL				\$1,888,516	

RESIDENTIAL REMODEL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
03/12/2025	1614	99TH CT	Midwest Contractor Services, LLC	\$2,907	Bathroom remodel
TOTAL				\$2,907	
YTD CALENDAR				\$165,346	
YTD FISCAL				\$722,415	



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March 2025
COMMERCIAL PERMIT ACTIVITY

NEW COMMERCIAL

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

COMMERCIAL ADDITIONS

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

COMMERCIAL REMODEL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
03/10/2025	10001	UNIVERSITY AVE	Pinnacle Construction	\$168,167	Remodel - Chipotle
03/04/2025	2480	BERKSHIRE PKWY	Dallas Co. WIC	\$163,598	Dallas Co WIC
03/26/2025	1370	114TH ST	Margulies Property Management	\$204,244	Remodel Office
				TOTAL	\$536,009
				YTD CALENDAR	\$1,033,180
				YTD FISCAL	\$8,668,884

Code Enforcement Activity Report for March 2025

Violation Activity

- Investigated 53 new violations
 - 20 violations initiated through proactive enforcement of common code violations
 - 33 violations initiated through complaints of common code violations
 - 0 violations were abated by the City
- Investigations conducted
 - 53 initial inspections for common code violations
 - 56 follow up inspections
 - 109 total inspections
- March voluntary compliance rate was 100%
- Pulled 34 illegal signs from the City Right of Way
- March Case Breakdown

5-6-2(1(G)): Nuisances: Blocking Public/Private Ways	-2
5-6-2(1(K)): Junk	-10
5-6-3: Building Maintenance	-1
5-6-4: Household Goods and Machinery	-6
5-6-5: Construction Equipment and Materials	-1
5-6-6: Junk/Inoperable Vehicle	-1
6-4-3(A4): Parking Over Sidewalk	-1
7-1-11: Use of Parkings	-8
7-5-5: Overhanging Trees	-1
8-5-3: Sanitary Disposal Required	-3
8-5-5: Open Burning Prohibited	-1
8-5-10(B): Solid Waste Storage Containers	-1
10-11-1: Erosion Control	-6
11-12-4: Prohibited Signs and Conditions	-1
11-12-22: Signs On Public Property	-2
11-13-5(11): Long Term Storage Prohibited	-3
11-13-5(12-A): Off Street Parking Regulations	-4
11-14-5: Maintenance Per Approved Site Plan	-1

Quarterly MS4 Erosion Control Inspections	
Private	-11
Public	-5

Other Activities

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



Memo

TO: Mayor and Council members

FROM: Clay Garcia, Fire Chief

DATE: April 24, 2025

RE: Fire Department Report - March 2025

SYNOPSIS:

Fire Department Monthly Report - March 2025

Attachments:

1. Mar 2025 Council Report



Memo

TO: Honorable Mayor, City Council, City Manager

FROM: Clayton Garcia, Fire Chief

DATE: 4/15/2025

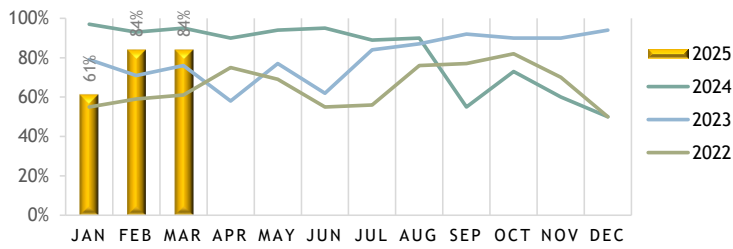
RE: March 2025 Monthly Report

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

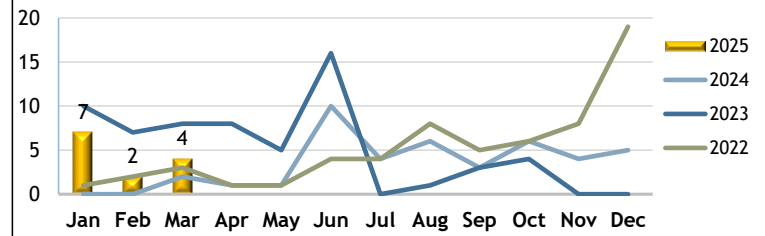


Clive Fire Department Monthly Report March 2025

100% Staffing of On-Duty Shifts



Mandatory Overtime Shifts

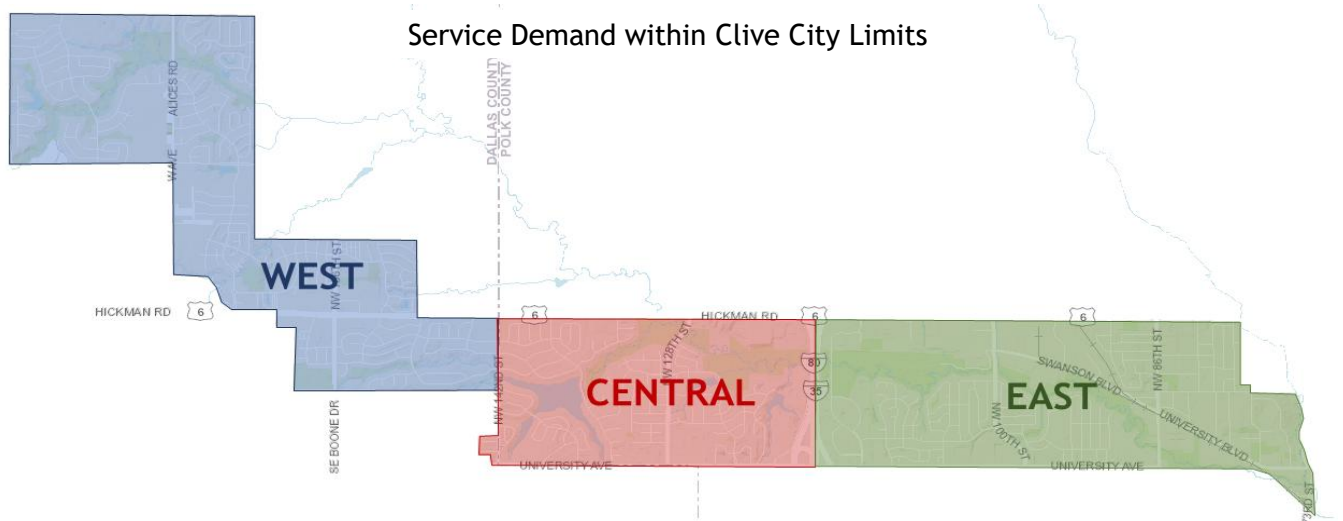


Citizen Satisfaction for Safety in Clive Above Customized and National Benchmarks

Source: 2022 Citizen Satisfaction Survey Results

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

Service Demand within Clive City Limits



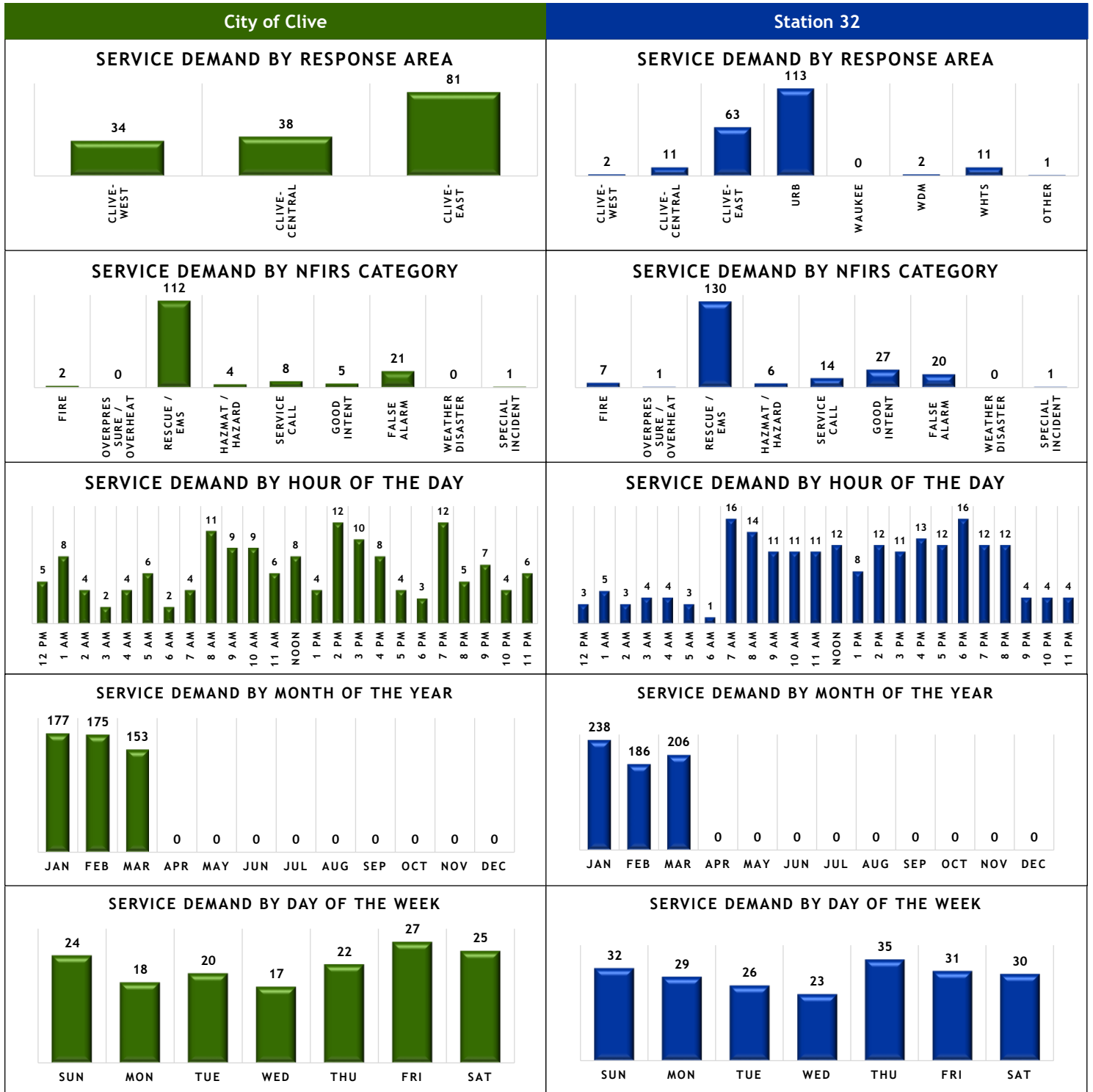
WEST		
EMS	23	15.0%
Fire	11	7.2%
Total	34	22.2%

CENTRAL		
EMS	31	20.3%
Fire	7	4.6%
Total	38	24.8%

EAST		
EMS	58	37.9%
Fire	23	15.0%
Total	81	52.9%

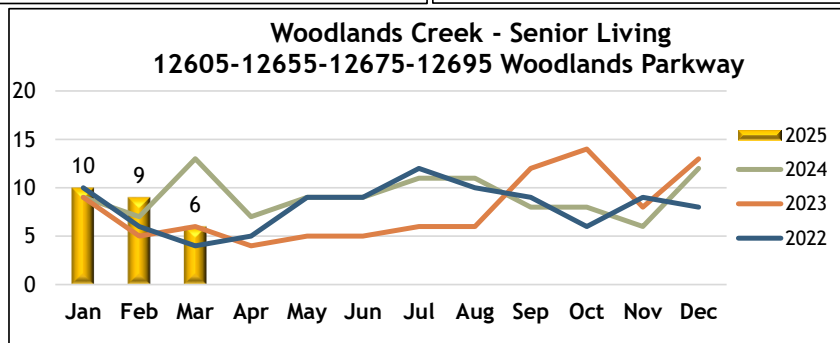
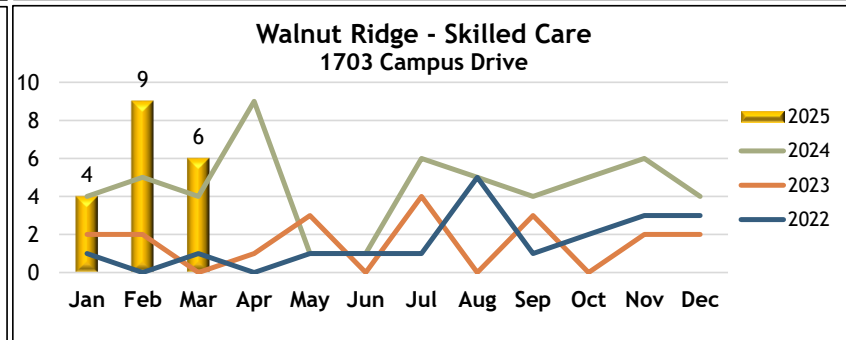
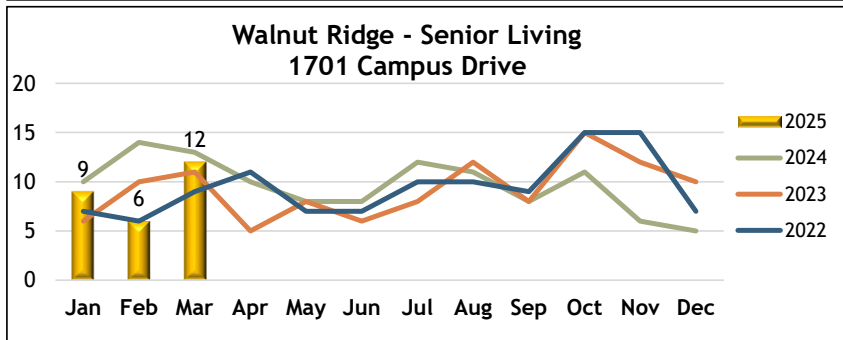
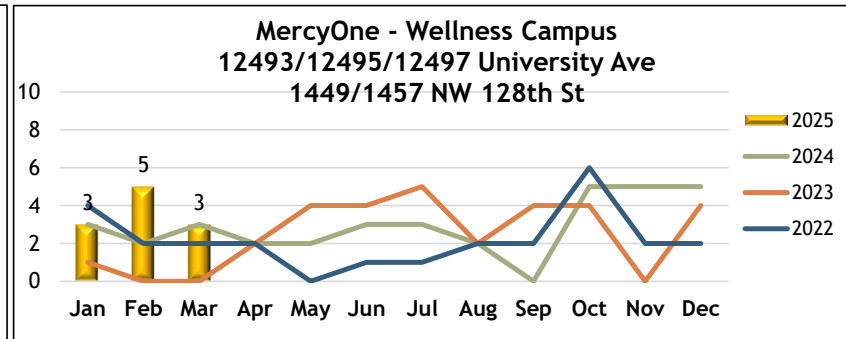
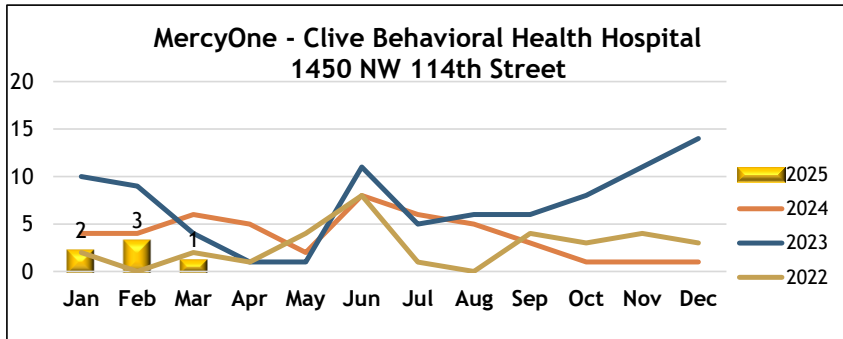
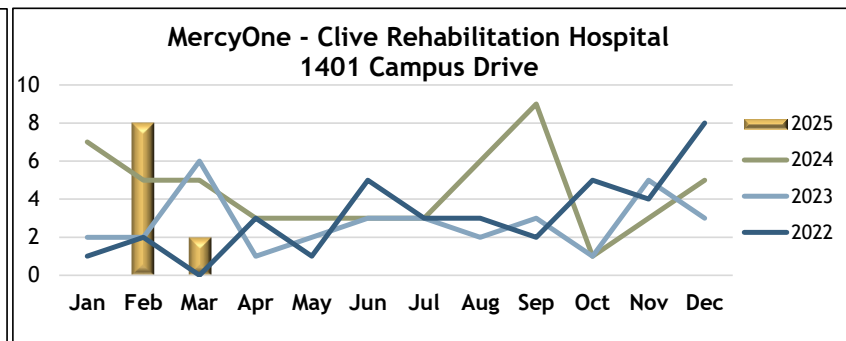
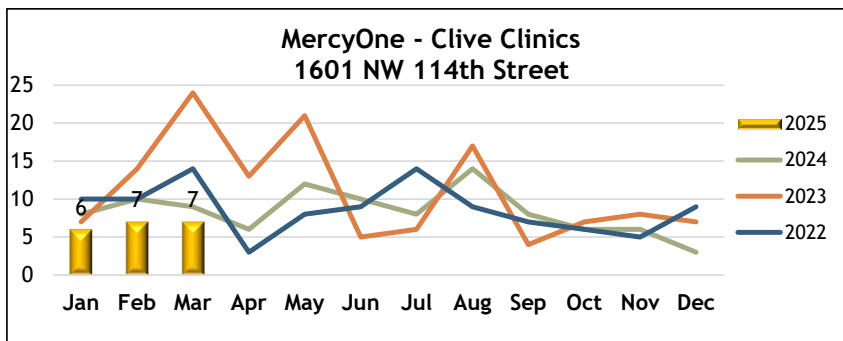


Clive Fire Department
Service Demand
March 2025





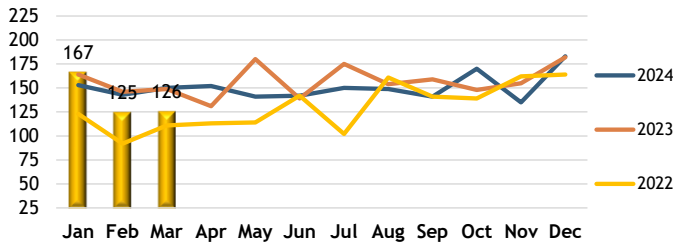
Clive Fire Department Service Demand - EMS March 2025



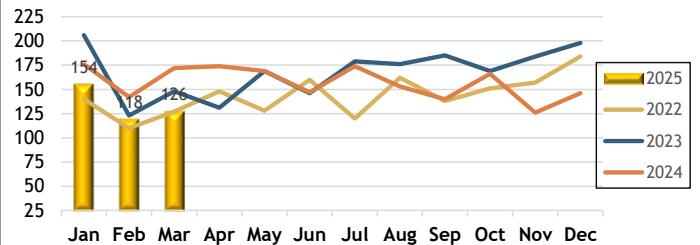


Clive Fire Department Monthly Report March 2025

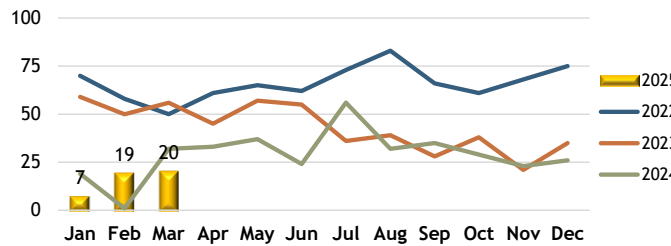
Station 32 Ambulance Responses



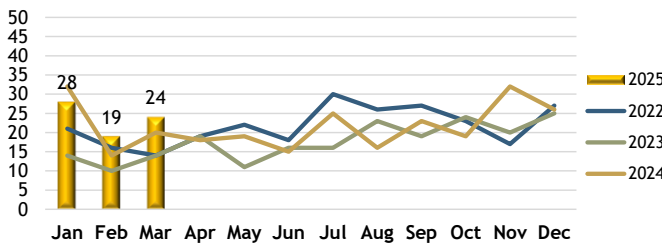
Station 32 Engine/Ladder Responses



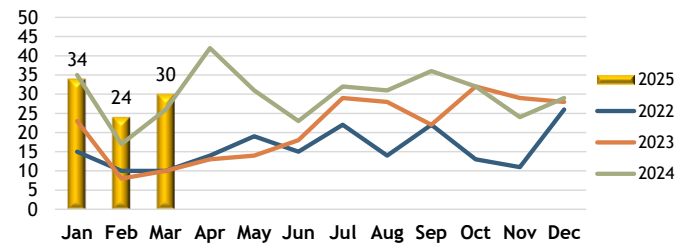
Station 22 Engine Responses into Clive



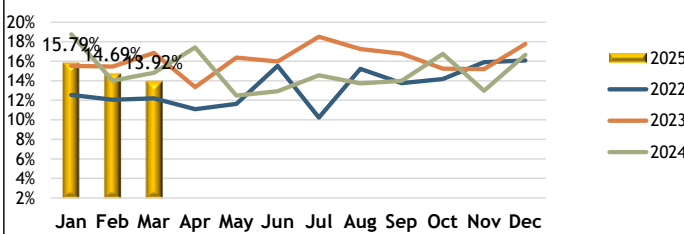
Station 43 Ambulance Responses into Clive



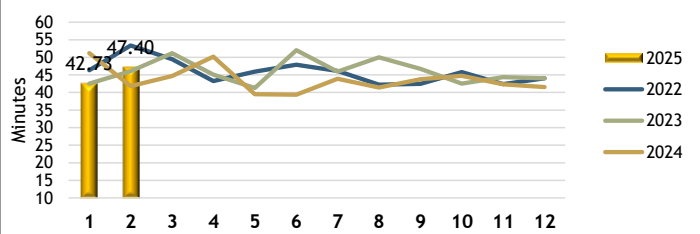
Station 43 Engine Responses into Clive



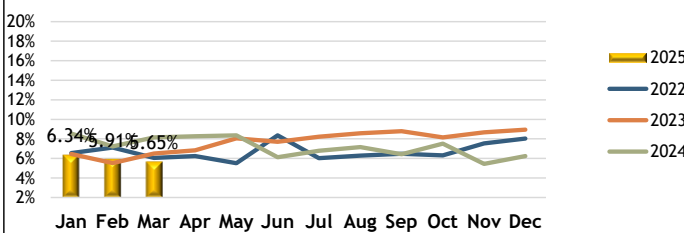
Unit Hour Utilization - Clive Ambulance



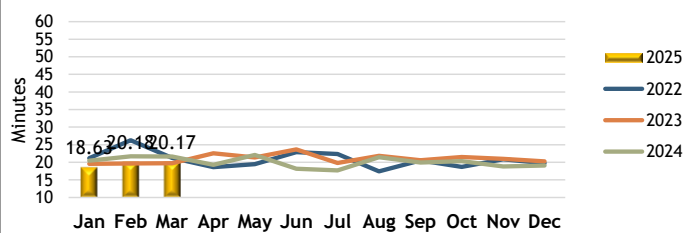
Average Time Committed - Clive Ambulance



Unit Hour Utilization - Clive Suppression



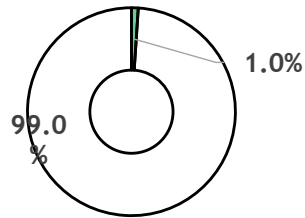
Average Time Committed - Clive Suppression





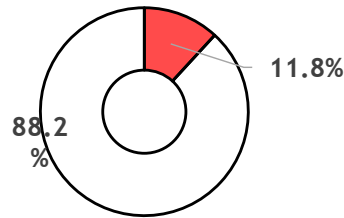
Clive Fire Department Inspection/Prevention Monthly Report March 2025

32 A-Shift



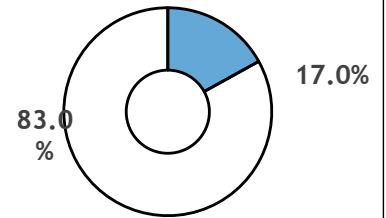
■ YTD Complete ■ YTD Incomplete

32 B-Shift



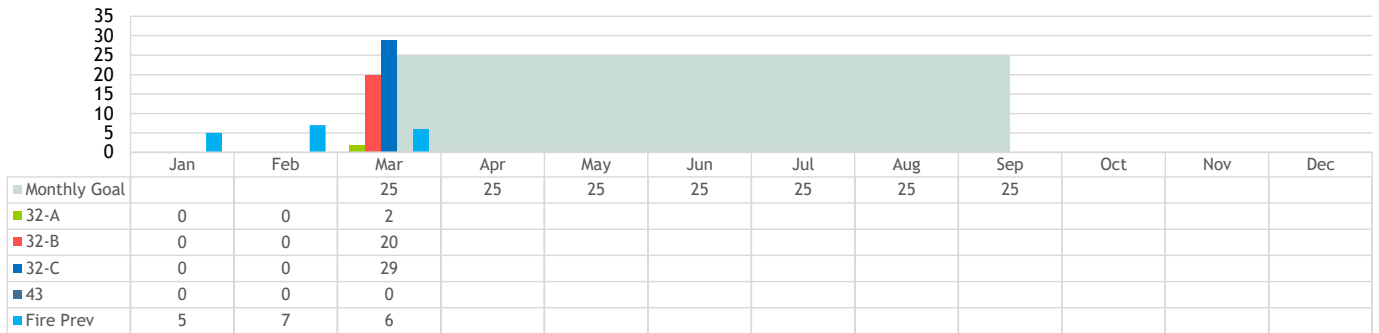
■ YTD Complete ■ YTD Incomplete

32 C-Shift



■ YTD Complete ■ YTD Incomplete

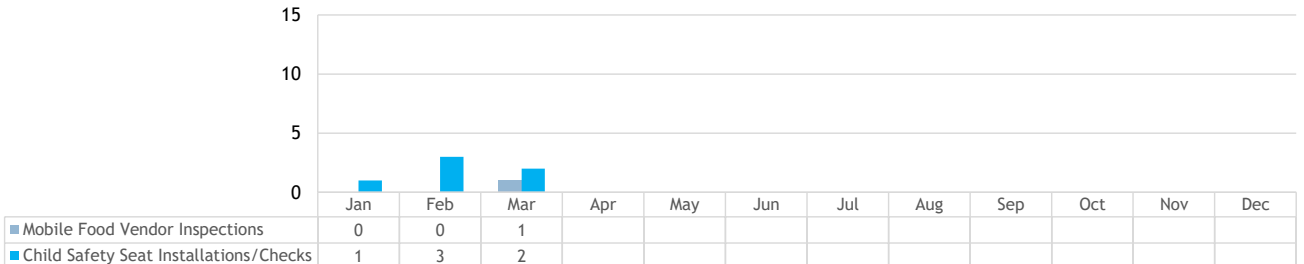
Inspections by Shift



Re-Inspections by Shift



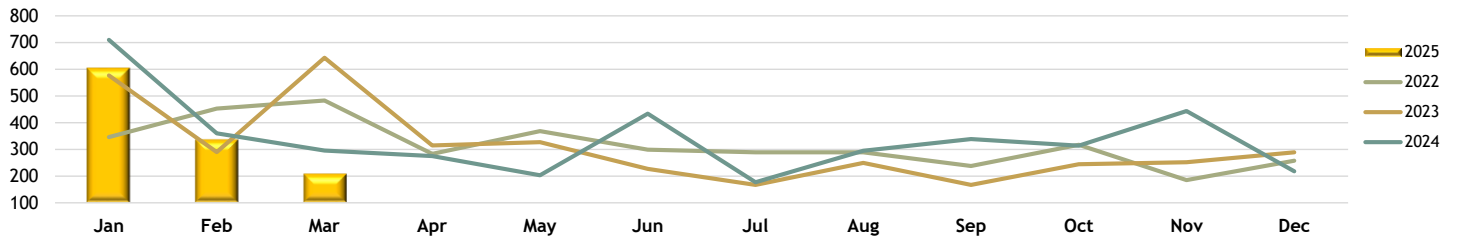
Public Relations



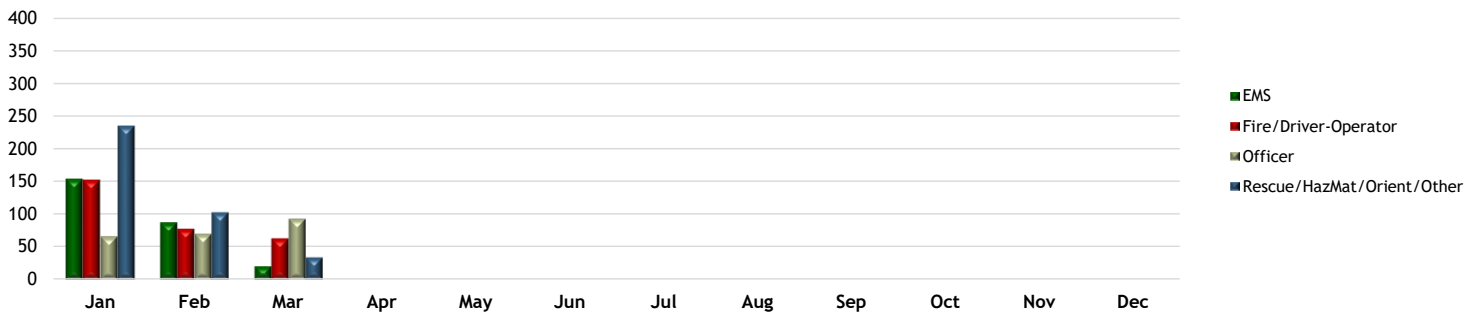


Clive Fire Department Training March 2025

Training Hours - Annual Comparison by Month



Training Hours - Current Year by Program Area



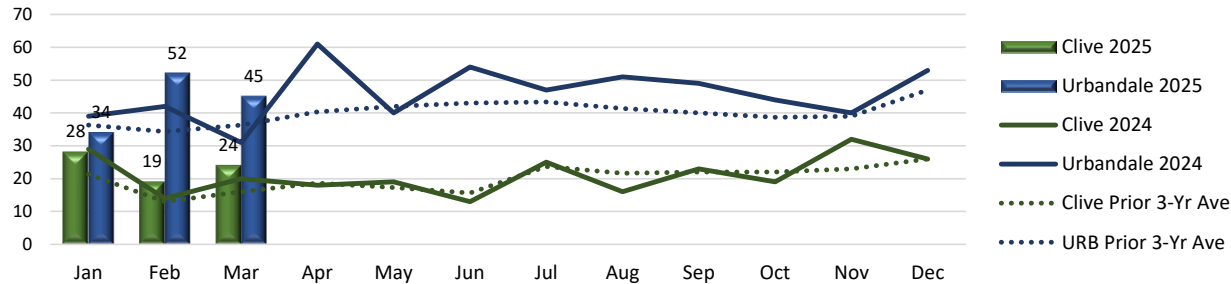


Clive Fire Department
Shared Services Report
March 2025

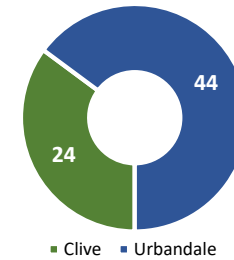
Urbandale - Station 43

Station 43 Became Operational March 10, 2020

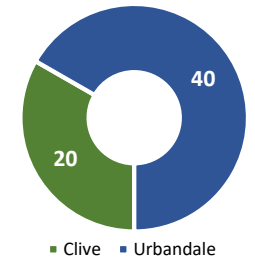
Ambulance



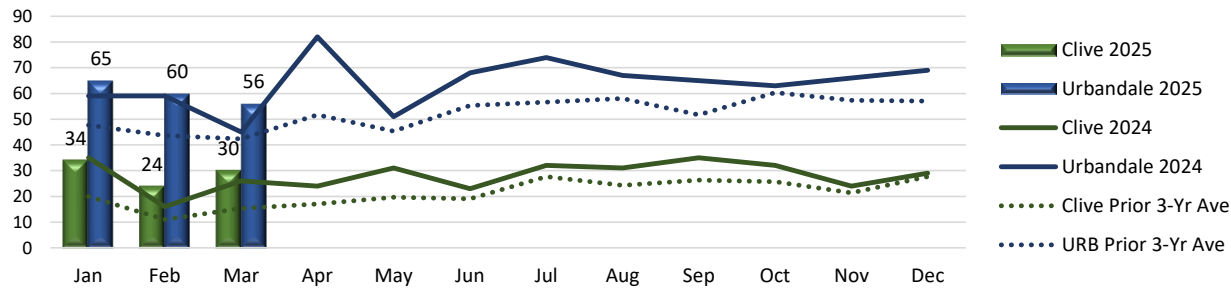
Year to Date Monthly Average



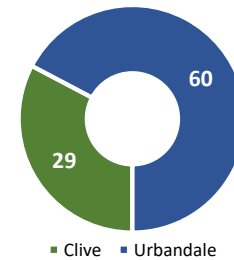
Prior 3-Year Monthly Average



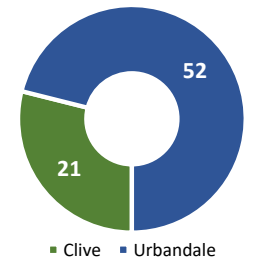
Engine



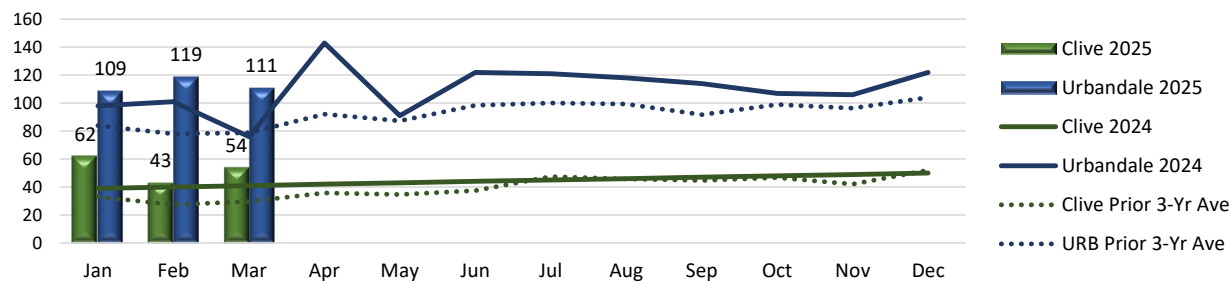
Year to Date Monthly Average



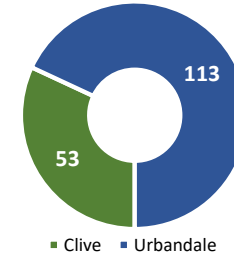
Prior 3-Year Monthly Average



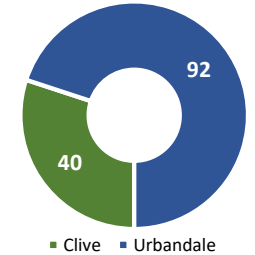
Total (Ambulance & Engine)



Year to Date Monthly Average



Prior 3-Year Monthly Average



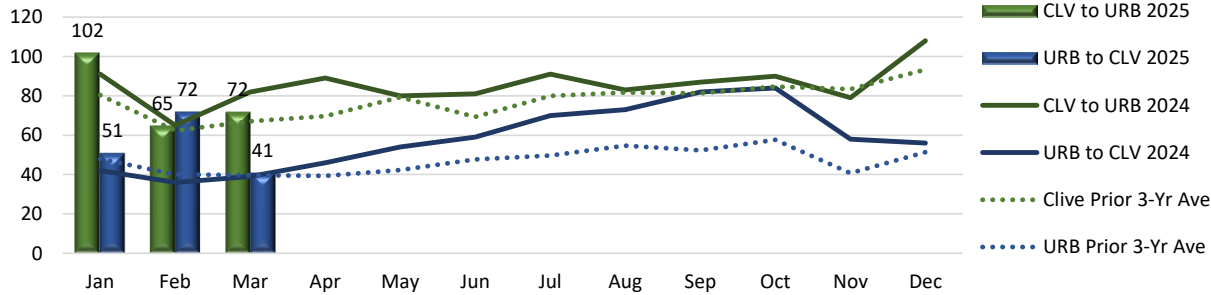


Clive Fire Department
Shared Services Report
March 2025

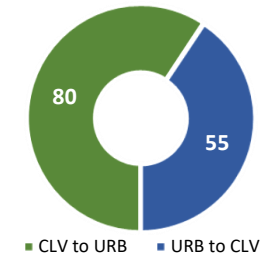
Clive / Urbandale - Closest Unit Response

Does Not Include Station 43

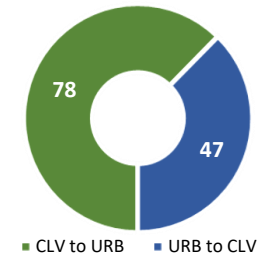
Ambulance



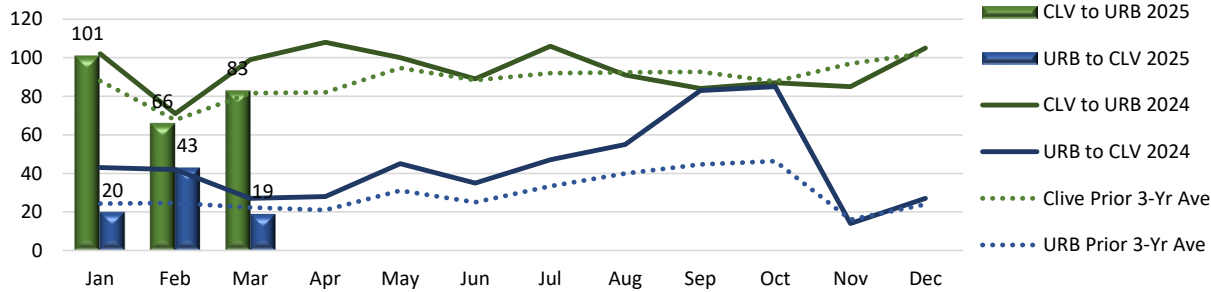
Year to Date Monthly Average



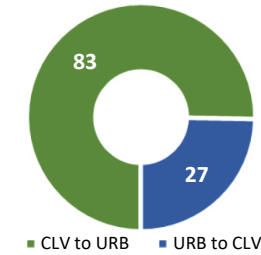
Prior 3-Year Monthly Average



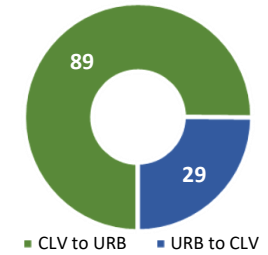
Engine



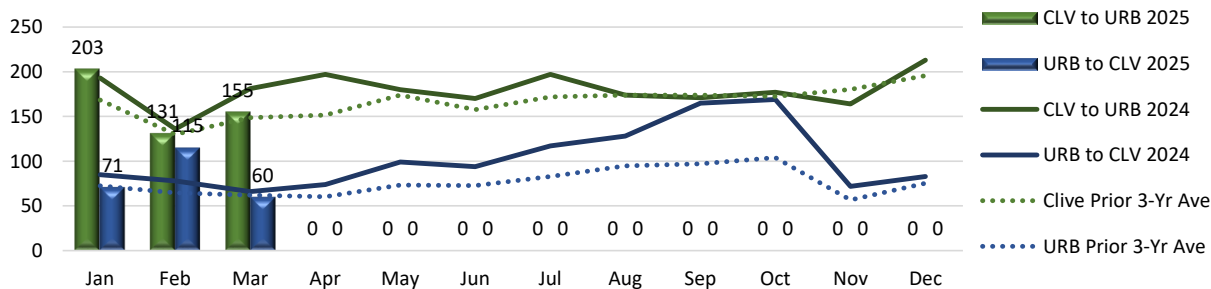
Year to Date Monthly Average



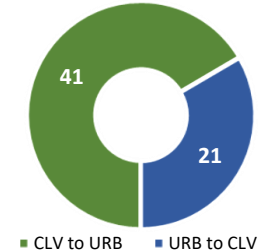
Prior 3-Year Monthly Average



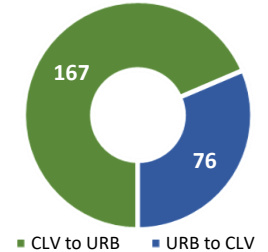
Total (Ambulance & Engine)



Year to Date Monthly Average



Prior 3-Year Monthly Average



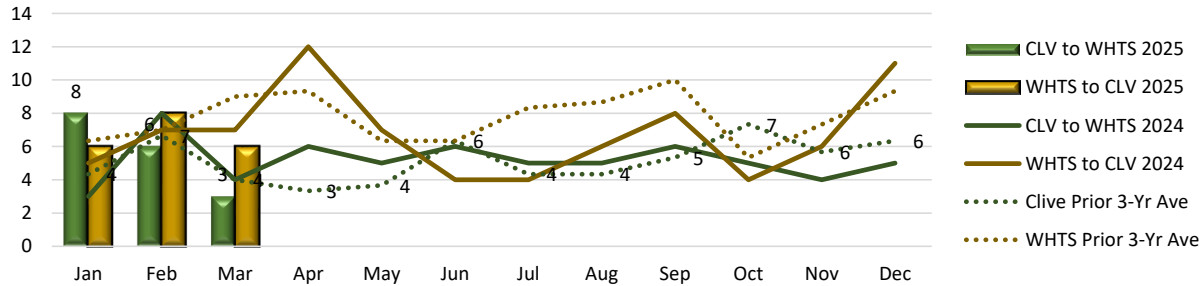


Clive Fire Department
Shared Services Report
March 2025

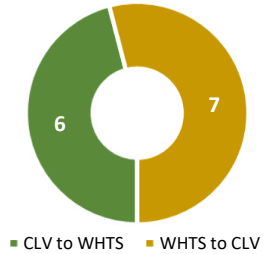
Clive / Windsor Heights - Closest Unit Response

WHTS Joined Westcom 9/22/21 - CUR Initiated 10/15/21

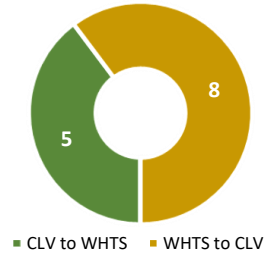
Ambulance



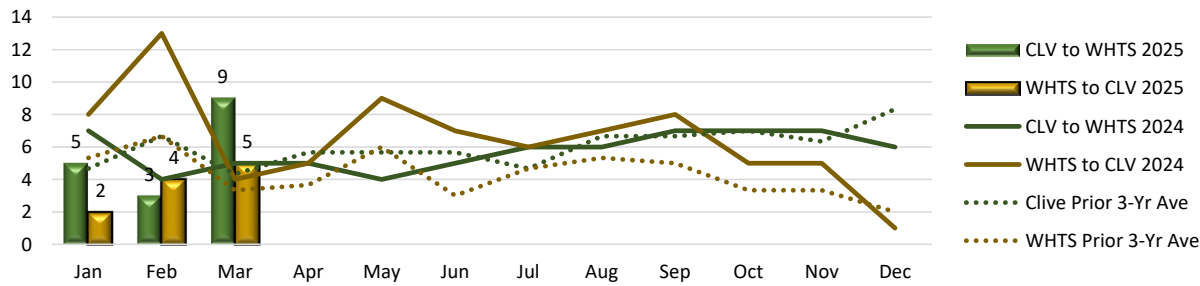
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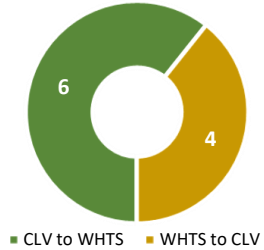
Prior 3-Year Monthly Average



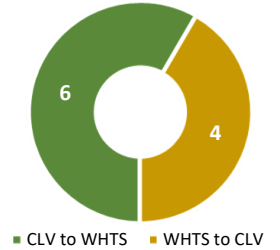
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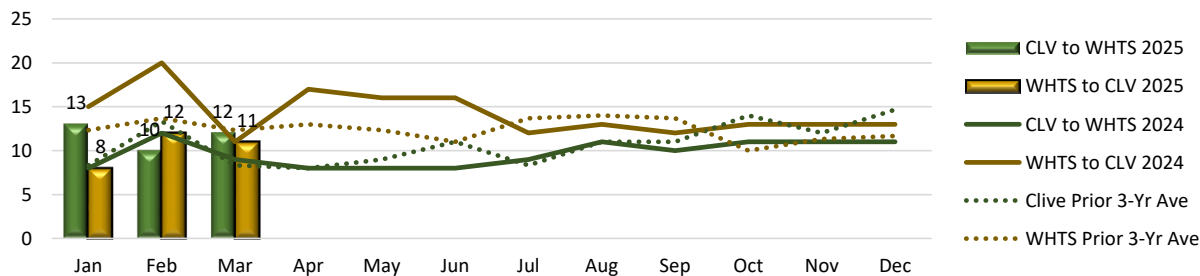
Year to Date Monthly Average



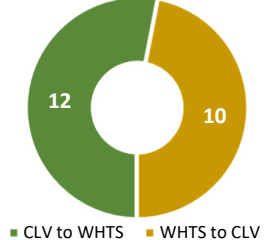
Prior 3-Year Monthly Average



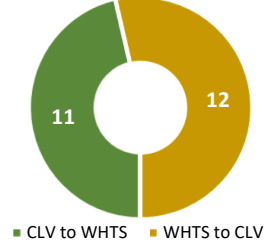
Total (Ambulance & Engine)



Year to Date Monthly Average



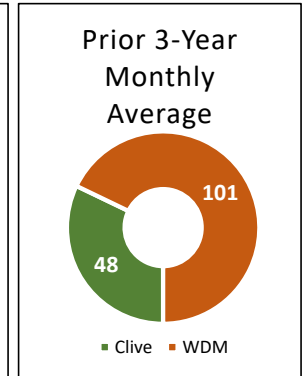
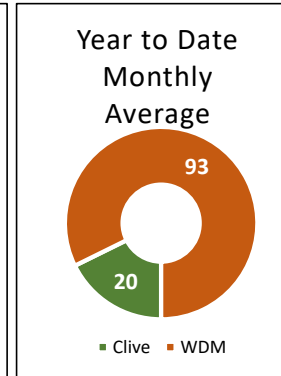
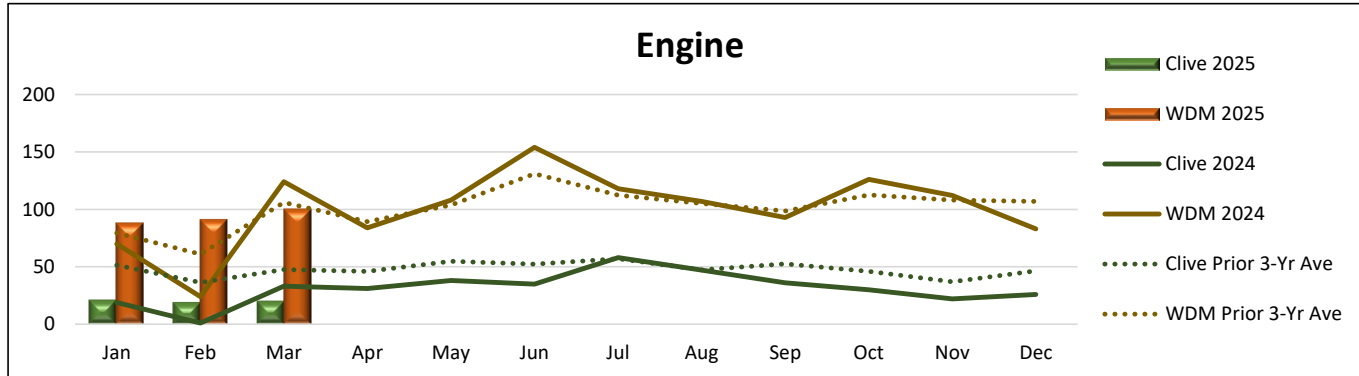
Prior 3-Year Monthly Average





Clive Fire Department
Shared Services Report
March 2025

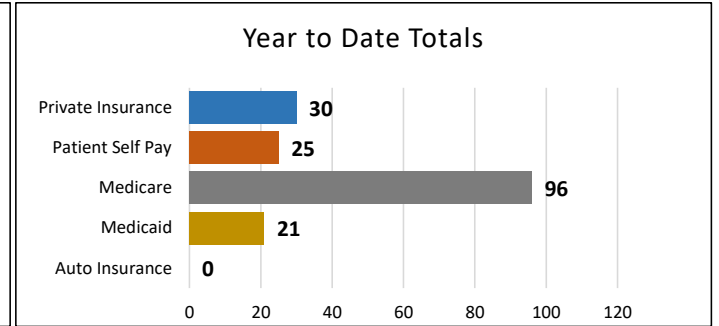
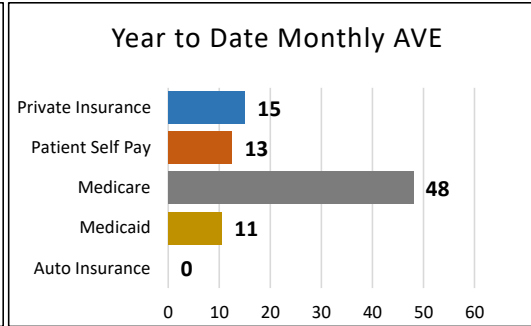
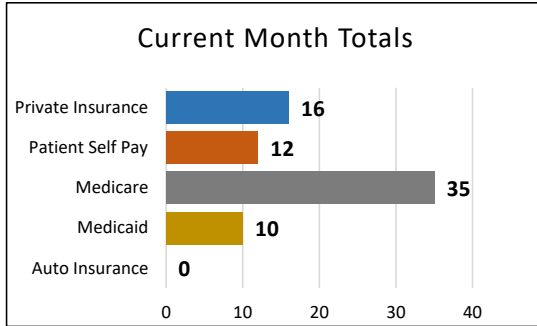
West Des Moines - Station 22



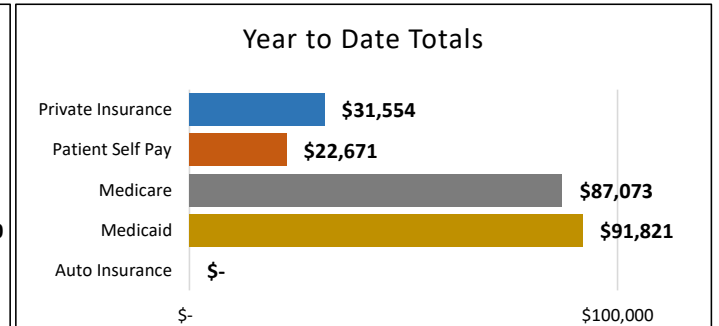
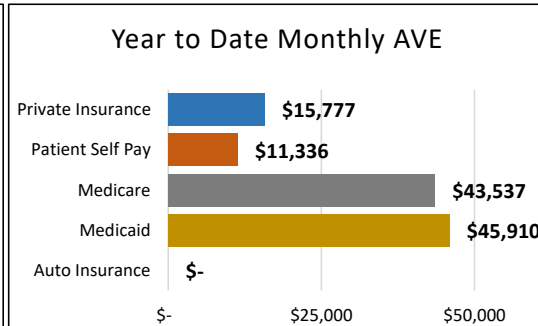
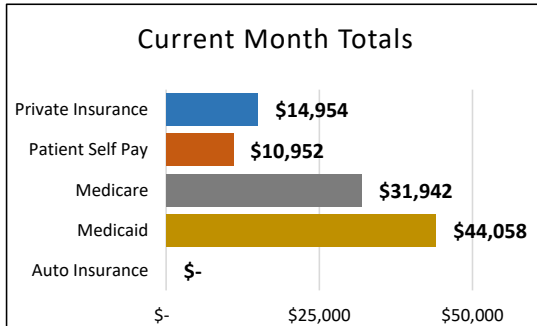


Clive Fire Department
EMS Billing Report
February
2025

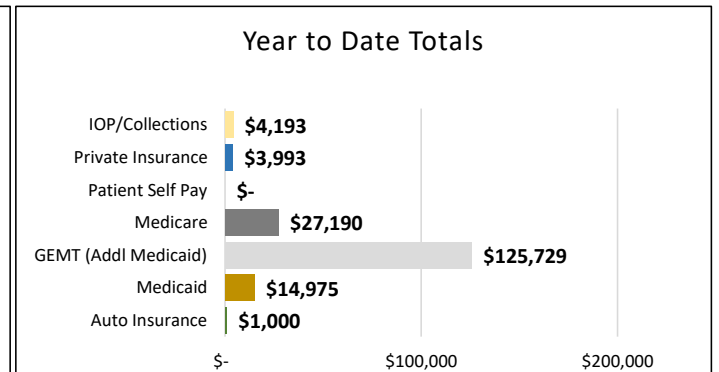
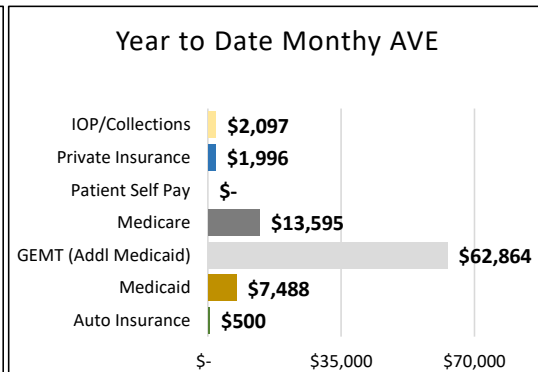
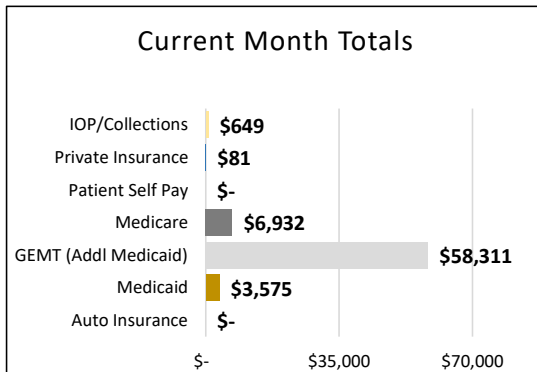
PAYOR BY TRIPS



PAYOR BY
GROSS CHARGES



PAYOR BY \$
PAYMENTS





Memo

TO: Mayor and Council members

FROM:

DATE: April 24, 2025

RE: Leisure Services Report - March 2025

SYNOPSIS:

Please see the attached report.

Attachments:

1. City Council Report - March 2025

Leisure Services Department

March 2025



Spring/Summer Program Registration

Registration for our spring and summer programs, including swim lessons and day camps, opened to residents on March 25, followed by non-resident registration on April 1. The process has continued to improve, and this year we had very few issues, with registration going smoothly both online and in person. So far, we have made \$264,641.83 since registration opened.

City Hall Construction

Work is moving at a good pace for the City Hall remodel. In March rooms started to appear, with dry wall being mostly complete. Next crews will be painting, tiling and laying carpet. During construction the main branch of the Clive Public Library has remained open but will close for a majority of the month of May to install a new entryway doors.

Family Escape Room

The library hosted two family escape rooms at Harbach in March. Families came to solve an entomological puzzle within fifteen minutes. The program was full for both sessions offered. Participants received book prizes and were able to have a snack while visiting in the community room.



New Harbach Center Arcade

We have added an arcade to the Harbach Center Recreation Bay. Eight arcade cabinets were put into the easter alcove alongside a large console and TV set that contains over 1,000 games that visitors can play as a group or individually. The arcade is rentable with the Recreation Bay for an additional fee and has already been booked for use by citizens.

Linnan Park Playground Voting

Our Team was on site to present the final three playground designs for Linnan Park at Crestview Elementary in March. Each student got an opportunity to put a sticker on their favorite design. We talked through what other amenities are being added to the park and when construction will take place. The question and answer sessions with the older kids on what they liked/disliked were very beneficial. Stay tuned, more to come!

Lions Park Playground Repair

During a recent playground inspection staff recognized rusted steps and cracked platform on the Lions Park Playground. This caused weak spots leading up the steps and onto the deck platform. Repairs were made and footings poured to accommodate the new steps and transfer deck. Once repairs were completed new wood mulch fall material was added. Typically, playground inspections are completed once a month.

Landscaping Work

The Natural Resource Division has forestry mulched and removed 40 acres of honeysuckle and other woody invasives. Much of the work was completed in western Clive in preparation for continued Little Walnut Creek Restoration west of Alice's Road as well as within the ongoing creek restoration site east of Alice's Road. The remainder of the forestry mulching efforts have been between the trail walking bridge, north of Campbell Park to Woodlands trail access to the west. These areas along the trail were the focus during the month of March.



Facilities Maintenance Training

The facilities maintenance team spent the month of March working at the Aquatic Center installing the Leisure Pool sand filter media, installing plumbing pipes, sign installations and additional maintenance in preparation for the 2025 Aquatic season. Members of this team earned their certification for Certified Pool Operator which consisted of a two-day class followed by a test. This certification will allow these operators to oversee the Aquatic Center chemicals and operations.

Volunteers

Recreation hosted 16 volunteers 8 for goats and 8 volunteers for the 3-on-3 Tournament for a total of 60 volunteer hours. The library had 4 volunteer hours at the Clive Public Library main branch and 23.5 hours at the Harbach Center for a total of 27.5 hours. Parks had no volunteers for the month of March.

2024-25 Policy Agenda Actions: Top Priority

Target	Milestones	Orig	Rev	Lead	Status
Greenbelt Landing Project: Bid and Construction	CC Decision: All Construction Bids Approval	Sep-24	Sep-24	LS	Done
	Army Corps Permit and EPA NEPA Approvals	Sep-24	Apr-25	LS	In Progress
	Groundbreaking Ceremony	Oct-24	Oct-24	LS	Done
	Kickoff small donation campaign	Oct-24	Oct-24	LS	Done
	Construction starts	Oct-24	Oct-24	LS	Done
	Substantial construction complete	Jul-25	Oct-25	LS	In Progress
	Clive Festival	Jul-25	Jul-26	LS	Not Started
	Construction complete	Oct-25	May-25	LS	Not Started
	Development of Programming for New GB Landing	Aug-25	Dec-25	LS	Not Started

2024-25 Policy Agenda Actions: High Priority

Target	Milestones	Orig	Rev	Lead	Status
Leisure Services Sign-Up System: Direction, Funding and Implementation	Recommence research on possible platforms	Oct-24	Oct-24	ACM/LS	Done
	Identify the preferred platform	Nov-24	Mar-25	ACM/LS	In Progress
	Prepare request for FY 25-26 Budget	Dec-24	Dec-24	ACM/LS	Done
	Budget workshop: FY 25/26	Feb-25	Feb-25	ACM/LS	Not Started
	CC Decision: FY 25/26 Budget Adoption	Apr-25	Apr-25	ACM/LS	Not Started
	Platform purchase	Jul-25	Jul-25	ACM/LS	Not Started
	Project kickoff	Aug-25	Aug-25	ACM/LS	Not Started
	Implementation completed	Mar-26	Mar-26	ACM/LS	Not Started

2024-25 Policy Agenda Actions: Moderate Priority

Target	Milestones	Orig	Rev	Lead	Status
82nd Trail Connection - Land Acquisition, Design and Funding	Develop high level trail alignment concept	Oct-24	Oct-24	LS	Done
	CC Presentation: Trail Concept	Oct-24	Nov-24	LS	Done
	CC Decision/Funding: Request Funding for Trail Design	Dec-24	Dec-24	LS	Done
	Begin Trail design, either in-house or consultant	Jan-25	Mar-25	LS	Not Started
	Design - 50% Complete	Aug-25	Aug-25	LS	Not Started
	Design - 100% complete	Sep-25	Sep-25	LS	Not Started
	Trail Construction Funding: CIP Request	Nov-25	Nov-25	LS	Not Started

2024-25 Policy Agenda Actions: Low Priority

Target	Milestones	Orig	Rev	Lead	Status
Publicly Owned Pond Maintenance - Shadow Creek and Others: Neighborhood Expectations and Engagement	Prepare plan/report for the neighborhood meeting	Sep-24	Sep-24	LS	Done
	Meeting w/ Shadow Creek Pond residents	Sep-24	Sep-24	LS	Done
	Prepare policy statement on pond management	Nov-24	Feb-25	LS	In Progress
	CC Decision: Policy Statement for Adoption	Dec-24	Mar-25	LS	Not Started
	Funding: Prepare funding request for aeration (if need)	Dec-24	Dec-24	LS	N/A
	Budget Workshop: FY 25-26 Budget Direction	Feb-25	Feb-25	LS	Not Started
	Prepare pond mgmt plan covering all city ponds	Apr-25	Apr-25	LS	Not Started
	CC Decision: FY 25/26 Budget Approval	Apr-25	Apr-25	LS	Not Started
	Communicate mgmt plan to all adjacent property own	May-25	May-25	LS	Not Started
Dog Park: Concept, Best Practices, Options, Locations, Direction and Funding	Report on best practices	Nov-24	Mar-25	LS	In Progress
	Develop a program and concept for a Clive dog park	Feb-25	Apr-25	LS	In Progress
	Identify potential locations for dog park (3)	Apr-25	Apr-25	LS	In Progress
	Develop cost estimates for each potential location (3)	Jun-25	Jun-25	LS	In Progress
	CC Presentation/Direction: Dog Park Concepts	Aug-25	Aug-25	LS	Not Started
Greenbelt Strategic Land Acquisition: Direction and Funding	Develop document of potential land acquisitions	Apr-25	Apr-25	LS	Not Started
	Prioritize highest priority targets for acquisitions	Jun-25	Jun-25	LS	Not Started
	Apply for REAP grant	Aug-25	Aug-25	LS	Not Started
	CC Presentation/Report: Broad Plan and Future Steps	Aug-25	Aug-25	LS	Not Started
	Begin first acquisitions	Oct-25	Oct-25	LS	Not Started
	First Acquisitions completed	Mar-26	Mar-26	LS	Not Started

2024-25 Management Agenda Actions: Top Priority

Target	Milestones	Orig	Rev	Lead	Status
City-Owned Flood Buyout Property - Short-Term Re-Use Strategy for Temporary Park	Survey of potential park uses	Sep-24	Sep-24	LS	Done
	Prepare conceptual plan for temporary park uses	Dec-24	Dec-24	LS	Done
	Present conceptual uses to Parks, Rec, Art Board	Jan-25	Jan-25	LS	Done
	CC Presentation/Decision: Park Conceptual Plan	Jan-25	Jan-25	LS	Done
	Completion of first phase of improvements	Jun-25	Jun-25	LS	In Progress
	Completion of second phase of improvements	TBD	TBD	LS	Not Started

Linnan Park A) Park Redevelopment B) Harbach Blvd - Phase 2 Concepts C) Stormwater Plan	A. Amenity survey for playground, shelter, spray	Sep-24	Sep-24	LS	Done
	A. CC Presentation: Survey Results of concepts	Oct-24	Oct-24	LS	Done
	A. Public Meeting on updated concepts, Harbach	Oct-24	Oct-24	LS	Done
	A. 50% Design reviewed by staff	Nov-24	Nov-24	LS	Done
	A. 90% Design reviewed by staff	Dec-24	Feb-25	LS	In Progress
	A. Finalize Land Acquisition for Park	Dec-24	Feb-25	LS	In Progress
	A. Funding: Apply for Prairie Meadows Grant	Feb-25	Feb-25	LS	In Progress
	A. Site Plan Submittal	Feb-25	Jan-25	LS	Done
	A. Design 100% Plan set completed	Feb-25	Feb-25	LS	In Progress
	A. Bid docs, plans and specifications completed	Mar-25	Mar-25	LS	In Progress
	A. CC Decision: Site Plan, Plans and Specs, Bids	Apr-25	Apr-25	LS	Not Started
	A. Construction Starts	May-25	May-25	LS	Not Started
	A. Groundbreaking ceremony	Jun-25	Jun-25	LS	Not Started
	A. Construction completed	Jun-26	Jun-26	LS	Not Started
	B. Staff presented concepts by SmithGroup/V&K	Sep-24	Sep-24	LS	Done
	B. Revisions of concepts	Oct-24	Nov-24	LS	Done
	B. Final concepts from consultant	Nov-24	Dec-24	LS	Done
	B. City Staff starts design based off concepts	Jan-25	Jan-25	LS	Done
	C. Report: Draft report from consultant delivered	Sep-24	Dec-24	LS	Done
	C. Final Report: Consultant delivers final report	Nov-24	Dec-24	LS	Done

2024-25 Management Agenda Actions: Low Priority

Target	Milestones	Orig	Rev	Lead	Status
Aquatic Center Programs Strategy: Pool Scholarship Program and Regional Pool Pass	Review local and national best practices/report	Feb-25	Feb-25	LS	In Progress
	Draft proposed scholarship program, eligibility/cost	Jul-25	Jul-25	LS	In Progress
	Direction: Present program to Parks, Rec, Art Board	Aug-25	Aug-25	LS	Not Started
	CC Decision: Aquatic Center Scholarship Prog App	Aug-25	Aug-25	LS	Not Started
	Work w/ Clive Comm Foundation fund development	Aug-25	Aug-25	LS	Not Started
	Program implementation	Jan-26	Jan-26	LS	Not Started
Recreation Revenue Recovery Guidelines: Direction	Research best practices and develop report	Jan-25	Mar-25	LS	Not Started
	Develop proposed guidelines for the program	May-25	May-25	LS	Not Started
	Present proposed guidelines to Parks Board	May-25	May-25	LS	Not Started
	CC Presentation: Proposed policy/guidelines	May-25	May-25	LS	Not Started
	Revise policy based on Parks and CC feedback	Jun-25	Jun-25	LS	Not Started
	Parks Board adoption of guidelines	Aug-25	Aug-25	LS	Not Started
	CC Decision: Recreation Revenue Guidelines Adopt	Sep-25	Sep-25	LS	Not Started

2024-25 Management In Progress

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

2024-25 Major Projects

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



Memo

TO: Mayor and Council members

FROM: Mark Rehberg, Captain / Operations Commander

DATE: April 24, 2025

RE: Police Department Report - March 2025

SYNOPSIS:

March 2025 Monthly report for the Police Department.

Attachments:

1. March 2025



Clive Police Department

Monthly Report
March 2025





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Mission, Vision & Values

Mission

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

Vision Statement

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

Values

Committed - Striving for accountability, effectiveness, and equality.

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

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

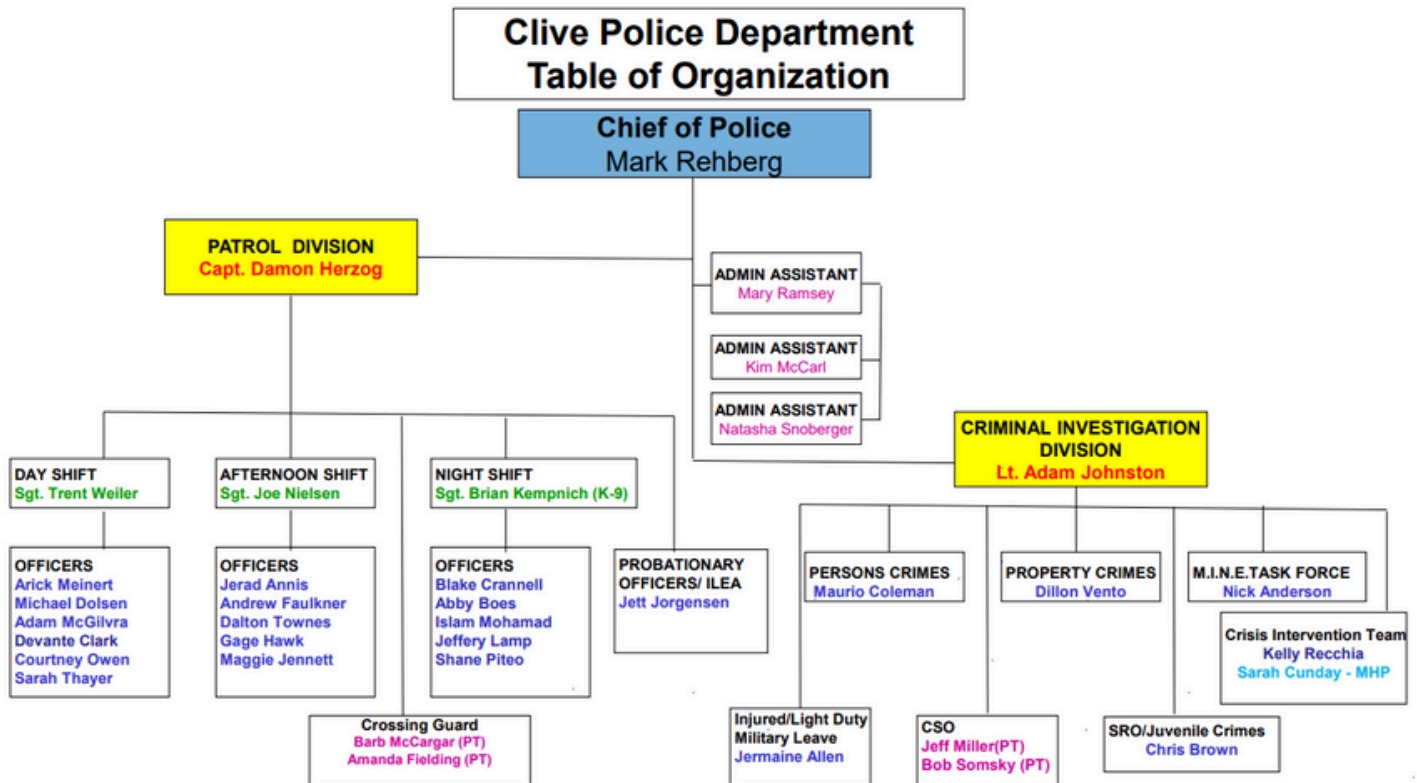


Committed - Professional - Determined

“WE COME WHEN WE ARE CALLED”



Organization & Staffing



Staffing

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

Sworn Staffing by Assignment		
Assignment	Assigned	Vacant
Command Staff	3	0
Patrol Sergeants	3	0
Patrol Officers	16	2
Detectives	3	0
School Resource Officers	1	0
Crisis Intervention	1	0
ILEA/ Military Leave	2	0

Calls for Service and Dispatch Area

Dispatch Incident Distribution					
Agency	March		YTD		
	2024	2025	2024	2025	%
Calls for Service	1403	1304	3801	3605	-5%
Incident reports	138	149	448	458	2%
Adult Arrests (On view)	59	44	175	131	-25%
Juvenile Arrests (On view)	4	2	9	5	-45%
Traffic Citations/Warnings	355	333	877	805	-6%
FLOCK Generated Case	16	5	52	17	-67%

Crash Data

Motor Vehicle Crash (MVC)					
Crash Type	March		YTD		
	2024	2025	2024	2025	% Change
Fatal	0	0	0	0	0%
Injury	2	3	14	14	0%
Property Damage	27	40	105	140	25%
Total	29	43	119	154	23%

Special Unit Activity

Crisis Intervention Team (CIT)				
Response Type	March		YTD	
	2024	2025	2024	2025
Mental Health-related Calls	5	23	31	56
Diversion/Referral	2	11	8	22
Clive Behavioral	8	5	13	18
Ed Thomas Notification	0	0	0	3
Total	15	39	52	99

K9 Deployments and Activity

K9 Deployments				
Deployment Purpose	March		YTD	
	2024	2025	2024	2025
Narcotics Search	--	20	--	20
Tracking	--	1	--	1
Total Arrests	--	14	--	14

Evidence Located			
Drug Type/Quantity	March 2025		
Methamphetamine	142.2 g	U. S. Currency	0
Marijuana	28.3 kg	Items of Evidence	11
Cocaine	1.8 g		
Fentanyl	1.5 g		
Heroin	1.5 g		

Pictured below are some photos from a recent stop where Duch was deployed. He has been a valuable tool for the department, a great ambassador for the community, and is greatly respected in the metro as a dog that can get the job done.



Group A and B Offenses



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

Clearance Rate

Group A and B Crimes					
Type	March		YTD		
	2024	2025	2024	2025	% Change
Crimes v. Persons	18	10	37	40	8%
Crimes v. Property	31	25	83	81	-3%
Crimes v Society	13	14	49	52	6%
Total "A" Offences	62	49	182	173	-5%
Total "B" Offences	--	15	--	15	
Total Crimes	62	64	169	188	
Hate Crimes	--	--	--	--	--
LEOKA	--	--	--	1	0%
Clearance Rate	40.32%	44.9%	--	--	

Highlights & Outreach

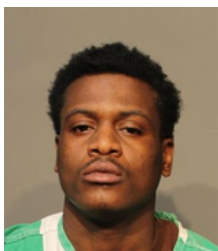
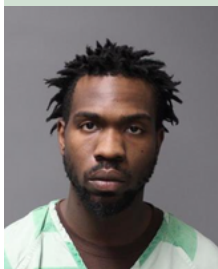
Starsky... Hutch... You decide

The Chief and Capt. Herzog were trying to relive their youth by hopping in a patrol car and seeing what trouble they could get into. It took a while to get logged into the computer, but once they did, they were able to locate a wanted person, make the arrest and head back to the PD for coffee.



Traffic Stop Results with Gun and Drug Charges

On March 10th, during a traffic stop, Officers Mohammad, Lamp, and Piteo conducted a probable cause search on a vehicle. While searching the vehicle Officers found 2 grams of marijuana on the front passenger floorboard. A Glock 48 was located between the front passenger seat and the center console. A Glock 19 was located inside a gray backpack in the back seat. The Glock 19 was reported stolen in 2021 by the DeSoto Police Department. Lt Johnston later test fired the weapons and submitted the casings for examination by the ATF. The stolen Glock was confirmed to have been used in a 2021 homicide as well as another 2021 shooting in Des Moines.



Booking Date	Case Number	Case Date	Arrest Agency	Charge Count	Bail Amount	Bail Type	Charge Details
03/10/2025 02:31 AM	FECR389828	03/10/2025 02:31 AM	CLPD	1	\$10000.00	CASU	M 724.8B PERSONS INELIGIBLE TO CARRY DANGEROUS WEAPONS
03/10/2025 02:31 AM	FECR389828	03/10/2025 02:31 AM	CLPD	1	\$10000.00	CASU	M SRMS 720.6 MAUCIOUS PROSECUTION
03/10/2025 02:31 AM	FECR389828	03/10/2025 02:31 AM	CLPD	1	\$10000.00	CASU	M SRMS 124.40(5) POSSESSION OF CONTROLLED SUBSTANCE - MARIJUANA 1ST OFFENSE
03/10/2025 02:31 AM	FECR389828	03/10/2025 02:31 AM	CLPD	1	\$10000.00	CASU	M AGMS 321.561 DRIVING WHILE BARRED
03/10/2025 02:31 AM	FECR389828	03/10/2025 02:31 AM	CLPD	1	\$10000.00	CASU	F FELD 724.16A (FELD) TRAFFICKING IN STOLEN WEAPONS (FELD)
Booking Date	Case Number	Case Date	Arrest Agency	Charge Count	Bail Amount	Bail Type	Charge Details
03/10/2025 01:52 AM	FECR389829	03/10/2025 01:52 AM	CLPD	1	\$6000.00	CASU	F FELD 724.16A (FELD) TRAFFICKING IN STOLEN WEAPONS (FELD)
03/10/2025 01:52 AM	FECR389829	03/10/2025 01:52 AM	CLPD	1	\$6000.00	CASU	M SRMS 124.40(5) POSSESSION OF CONTROLLED SUBSTANCE 1ST OFFENSE

Isaac Zulu (top) and Melvin Gaye were both arrested in this incident.

Both are innocent until proven guilty.

Photo Credit: Polk Co Jail

Clive Caboose on the Loose



March 12th was a sad day for the Clive Historical Society, as the caboose which has sat in place by the Swanson House for what we think is 31 years, was moved. It was sold after the CHS had to close due to low membership. The caboose has a new home in Missouri, where it will be transformed into an AirBNB near a bike trail there.

Courtney takes a Snow Day

Officer Owen took a break from her patrol duties to engage with some local kids on one of the last snow days we had. She said she was talked into sledding, even though she was not properly dressed for it. Lets hope she didn't get frostbite again...



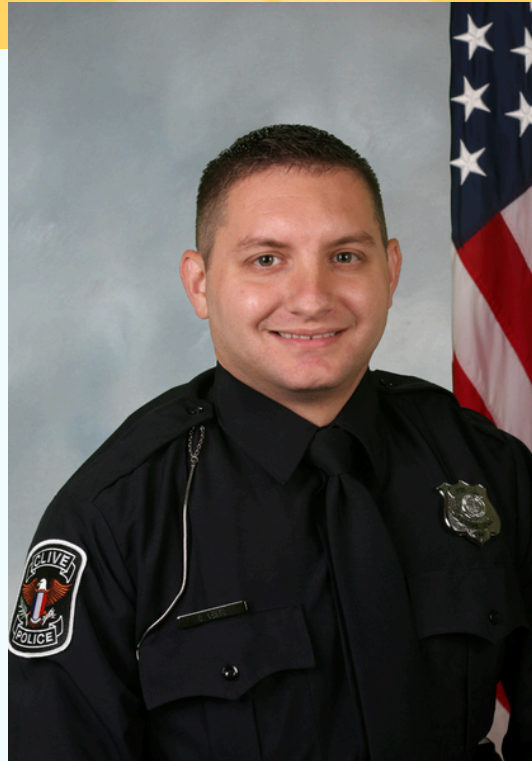
Quarterly Training Held inside Police Garage



Training continued inside the department with another quarterly cycle that covered our yearly Taser recertification. In addition to that, handcuffing, use of the less lethal shotgun and conducting felony stops are topics that were covered. Officers were rescheduled from normal shifts and broken into three groups which ensured training consistency and reduced the amount of overtime needed. Our garage is the perfect venue for these types of activities.

Clive Police Department

Monthly Report - March 2025



Detective Dillon Vento

Detective Vento joined the Clive PD in September of 2020 after working several years for the Veteran's Affairs Police in Des Moines. Initially assigned to the patrol division, he developed quickly into a very productive officer, taking on the additional duties as a Field Training Officer and as an Evidence Technician. In 2022 he was recognized by the Optimist Club of Western Des Moines when he was presented with the Respect for Law award. In 2024, Dillon was assigned as a detective for the police department. He has investigated all types of persons and property crimes, recovering thousands of dollars in stolen merchandise and advocating for the victims he meets. His experience allowed him to work an attempted murder case at a local hotel following a stabbing in July of 2024, which he saw through to the conviction of the offender. In recognition of his many efforts, Dillon was presented the 2024 Clive Police Officer of the Year award.

Clive Police Department

Monthly Report - March 2025



Memo

TO: Mayor and Council members

FROM:

DATE: April 24, 2025

RE: Public Works Report - March 2025

SYNOPSIS:

Public Works Report - March 2025

Attachments:

1. March 2025 Monthly Report

Clive Public Works

March 2025

Monthly Report



March Events

- **March 5th**— Crews repaired a water main break near NW 97th and Clark St.
- **March 7th**— Orion Damage Assessment Training at Polk County Emergency Operations Center. Attending: Jerry Freestone.
- **March 10th-12th**— IMSA Trainings in Davenport. Traffic Signal Field Technician Level 2, Josh Tatman attending. Work Zone Temporary Traffic Control Technician, Chris Saltmarsh attending.
- **March 11th-12th**— Annual Flood Training at the Public Safety Center.
- **March 12th-13th**— Water Collections Training. Attending: Kurt Farlow
- **March 26th**— Annual Flood Tabletop exercise.
- **March 26th**— IAWEA Region 5 Spring Meeting CEU in Huxley. Attending: Kurt Farlow

ROW Permits in March 2025

Type of permit	Number issued
Fiber	2
Cable Drop	29
Right of way	19
Small wireless facilities	0
OSOW round trip	5
OSOW annual	2

2023-2024 Clive Strategic Plan

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

2024-25 Policy Agenda Actions: Top Priority

Hickman Road & I35/80 Interchange Project (JM) – This is an Iowa DOT project. Clive and Urbandale worked together to add some additional elements to the project. The additional elements include pedestrian and bicycle facilities, stormwater management, aesthetics, and gateway/landscaping improvements. The cities contracted with Snyder and Associates to provide the additional elements for the project along with access management and funding strategy considerations. Most of the elements included in the original Professional Services Agreement with Snyder and Associates were completed and Council approved a Professional Services Agreement (PSA) Amendment for the design of the additional elements at the January 12, 2023, Council Meeting. Snyder is working on the design work for the additional elements for the interchange project. Additionally, staff has confirmed with the IDOT that the \$2.5 M in STBG funds and \$800K in TAP funds received for the project will be credited to Clive and Urbandale's funding contribution. Staff has obtained the easements needed to connect the trail on the north side of Hickman to the Greenbelt Trail. An application for State Recreational Trails (SRT) Grant was submitted. An application for a REAP Grant was submitted for the trail connection to the Clive Greenbelt and staff was notified that the project scored very well but was the first project to NOT receive funding. Staff submitted a Federal Recreational Trails grant application. An application for a \$25M RAISE grant has been submitted. If successful, the grant would cover all of Clive and Urbandale's project costs and any the remaining grant would be used by the Iowa DOT. The first phase of this project was let on July 16, 2024. The contractor has started work on the first phase of this project. The trail has been closed and will be closed through 2025. Phase 2 of the project will be let in July of 2025. **The Contractor closed Hickman Road overnight for a few nights to remove part of the bridge (This was the noisy overnight work). The southbound on-ramp from Hickman to I35/80 and the southbound off-ramp from I35/80 to University will be closed on Monday, April 21, 2025. The contractor will have 120 working days to complete the work. The ramps will be closed until around early September, depending on weather.**

Alice's Road Reconstruction: Funding, Planning & Conceptual Design w/ Waukee (JM/JH) – Clive is the lead on this project. Staff reviewed RFQ's and selected Snyder & Associates (Snyder) for the design work. Staff worked with Waukee and Snyder to identify the scope for the Professional Services Agreement (PSA) and Council approved the PSA in the amount of \$1,937,000, at the January 11, 2024, Council meeting. Waukee has submitted STBG grant requests for this project and received \$1.5M that will be utilized in Phase 2. Clive submitted an STBG grant and received \$500,000 for the Phase 3 project. Snyder updated and discussed the project with Clive Council at the April 11, 2024 Council meeting. Snyder updated and discussed the project with Waukee at their May 13th workshop. A Public Meeting was held in Waukee on June 11th. Phase 1 has been divided into two projects, Phase 1A and Phase 1B, with Phase 1A reconstructing Alice's Road from south of Horizon to just south of Dellwood and Phase 1B from south of Dellwood to south of Douglas. In addition, the intersection of Berkshire and Douglas has been broken into a separate phase. The design of that intersection will require a PSA for the work and will be presented to Council this fall. Snyder and staff have met with property owners to discuss easements and property acquisitions. Staff discussed the project with Council during the November 7, 2024 CIP workshop. Staff is currently working with the consultant on acquisition documents. A Public Hearing was held at the February 13, 2025 Council meeting for the Eminent Domain Process. That Public Hearing was continued to the February 27, 2025 Council meeting. All acquisitions

have now been acquired. The Public Hearing at the February 27, 2025 Council meeting will be open and closed without any action. The letting for Phase 1A was held on February 4, 2025 and the project was awarded to Concrete Technologies, Inc. (CTI), in the amount of \$4,294,120.31, at the February 13, 2025 Council meeting. **Message boards were put out on March 17 notifying the Public of the upcoming closure. Alice's Road was closed the week of March 24 for the start of construction. The project is scheduled to be completed by November of 2025.**

Little Walnut Creek Restoration Project (RT) – At the January 12, 2023, Council Meeting, Council approved a PSA with Stantec for the streambank restoration design, trail design, mitigation banking and ecological restoration and Stantec is currently working on the design elements. The design and construction was coordinated with the construction of the Waukee NE Outfall Sewer. Council approved an amendment to the PSA with Stantec at the May 4, 2023, Council meeting. Staff provided Council with a project update at the August 10, 2023 Council meeting. The City awarded the east streambank improvements project to Iowa Earth Works at the December 14, 2023 City Council Meeting in the amount of \$762,452.95, which was 51% below the project estimate. Council approved an addendum extending the date for substantial completion to December 31, 2024 to accommodate the delay in obtaining the DNR permit. The contractor did not complete the work in 2024. **The contractor has completed the work on the east streambank. A walkthrough was completed the week of April 14, 2025. Restoration and punch list items remain.**

The City has received 90% plans for the west stream bank improvements and Stantec is working on 90% plans for the west trail . The draft prospectus for the Mitigation Banking has been accepted and Stantec is working on updating the draft banking element of the project. In addition, Stantec is working on the ecological restoration portion of the project.

The East Trail project has been let and was awarded to Howrey Construction in the amount of \$807,787.50 at the March 13, 2025 Council meeting. This work is currently scheduled to start in June.

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

Street Services Level and Projects Strategy: PCI Data and Study Update (JM) – This includes an update of the PCI data and an update of the maintenance, rehabilitation and reconstruction costs included in the 2017 Study. The project will also include training of Clive's Civil Engineer for the dTims software used to keep the PCI data. Council approved the Professional Services Agreement for the update at the December 12, 2024 Council meeting. A kickoff meeting for the update was held on January 6, 2025. **HR Green is working on the update and has scheduled a progress meeting for Friday, March 21, 2025.**

2024-25 Management Agenda Actions: Low Priority

WRA Parallel Trunk Sewer (JM) – The WRA is preparing to install a parallel trunk sewer that will pass through the Clive greenbelt from NW 73rd Street to west of NW 128th Street where it crosses Hickman Road into Urbandale. Staff met with the WRA's consultant on August 7, 2023. Staff received 60% plans and met

with the Consultant on July 25' 2024 to go over the plans. The WRA consultant has been working with impacted residents and has changed the alignment due to those discussions. Staff is currently waiting on the revised 90% plans for Phase 1, from west of I35/80 to the west/northwest. The Consultant will complete the acquisition plats in November and will begin contacting property owners.

Phase 1 is planned to be let in July of 2025. The 60% plans for Phase 2 will be provided in January/February of 2025, with the Phase 2 letting planned for the spring of 2026. Staff has reviewed the 90% plans and provided comments. **Snyder has let us know they plan to start property acquisitions. The City has received easement documents for the acquisitions the WRA needs from the City. Staff will forward them to Council after an agreement is reached for the payment for trees.**

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

Public Work Lobby and Breakroom Security (JM/JS) — This includes improvement to the Public Works breakroom, lobby, and security. The plans are finalized, and staff is working on the remodel. **Construction of the breakroom and locker room improvements has been completed. Work on lobby security improvements and the replacement of the breakroom windows remains.**

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

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

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

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

2024-25 Management In Progress

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

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

Service Work Order Mobile App: Implementation (JF/KF) – Staff is currently using the app for meter reads. **This is now completed.**

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

Service Work Order Mobile App: Implementation (JF/KF) – Staff is currently using the app for meter reads. **This is now completed.**

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

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

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

Traffic Not Stopping at Stop Signs Policy (JM) – Staff is working on a draft policy and plans to present it to Council for discussion. This project has grown to include a look at all stop signs in the City and staff is currently comparing what is in the field to what is in the Code.

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

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

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

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

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

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

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

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

2024-25 Major Projects

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

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

Annual 2024 ACT Cabinet: Installation (JF/CS) - This project included the replacement and relocation of the cabinet at NW 86th & Franklin. This project was a holdover from 2023 that required additional funding due to the relocation and the need for an easement. **The contractor is working on this installation.**

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

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

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

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

2024 Walk/Don’t Walk Countdown Signals: Installation (CS) – The materials have been received and staff will complete the installation by the end of 2025.

Public Works/MWA Recycling Pad Signage (JH/JS) – Staff has finalized the design and has submitted the drawings to the MWA to confirm that the design is acceptable to the MWA. Staff has reached out to the MWA to confirm the final design and the MWA has requested another copy of the plans. Final plans have been completed. Staff has completed pouring the pad, sidewalk, and approach. The contractor has installed the fence, and the pad is currently in use. **The MWA has provided signage for the location and staff has called in locates to install the sign.**

Annual 2024 Pavement Rehabilitation Projects (JH/JC) – (A) Residential PCC Patching - This project was awarded at the February 8, 2024 Council meeting, to The Concrete Contracting Company in the amount of \$591,506.25. The preconstruction meeting was held on March 12, 2024. The Contractor has completed the work on this project. Staff is working on closing out the project. **(B) Arterial PCC Patching** – This project was

awarded at the February 1, 2024 Council meeting, to The Concrete Contracting Company in the amount of \$985,337.50. The contractor has completed the work on this project and staff is working on closing out the project.

(C) Asphalt Overlay – (A) Annual HMA Project - The project was awarded at the March 14, 2024, to Des Moines Asphalt in the amount of \$508,646.30. A preconstruction meeting was held on April 18, 2024. The contractor has placed the asphalt overlay, sidewalks, and ramps. The contractor has completed the work on this project.

2024 Annual Pavement Rehabilitation Projects (JH/JC) – Asphalt Overlay - Country Club Boulevard – This is the work remaining from the 2024 Annual Pavement Rehabilitation Projects. A second asphalt overlay project on Country Club Boulevard was let and awarded to Des Moines Asphalt in the amount of \$626,036.25 at the June 27, 2024 Council meeting. **The contractor has completed concrete patching on this project and is currently planning to place the overlay in the next weeks.**

2025 Annual Pavement Rehabilitation Projects (JH/JC) – (A) Residential PCC Patching – Staff has completed plans for this project and the project was awarded to The Concrete Company in the amount of \$634,965.00 at the March 13, 2025 Council Meeting. **Contractor intends to start work this summer.** **(B) Arterial PCC Patching** – This project was let on February 4, 2025 and was awarded to SKOL Trucking, LLC, in the amount of \$418,691.00 at the February 13, 2025 Council meeting. The Contractor is tentatively planning to complete this work in June. **(C) Asphalt Overlay** – This project was let on February 4, 2025 and was awarded to Caliber Concrete in the amount of \$770,789.72 at the February 13, 2025 Council meeting. **The contractor started work on this project the week of March 17, 2025 and is still working on PCC patching.**

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

NW 99th Court Reconstruction (JH/JC) – This project was added during the CIP approval process. Staff is waiting on survey needed to start the design of the improvements. Staff held a preliminary public engagement meeting with the residents on September 13, 2023. Staff held a preliminary public engagement meeting with the residents on September 13, 2023. This project was awarded at the February 8, 2024 Council meeting, to Mainline Construction in the amount of \$1,521,703.44. A second public engagement meeting was held with residents on Tuesday, March 5, 2024. The preconstruction meeting was held on March 14, 2024 and the

contractor started working on the project on April 29, 2024. The contractor completed the work on stages 1, 2 and 3 on time and received the incentive for all 3 stages. The contractor has completed the restoration on this project but did not meet the completion date for all work (November 8, 2024). Some restoration will take place in the Spring.

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

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

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

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

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

NW 114th Street Reconstruction (JH/JC) – This project includes the reconstruction of NW 111th /NW 114th from where the pavement currently narrows to the Walnut Creek bridge. The reconstruction will include the addition of a turning lane. Staff has met with the 3 impacted businesses. Staff has completed the final design for this project and bids will be received on January 25, 2024. This project was awarded at the February 1, 2024 Council meeting, to the Alliance Construction Group in the amount of \$1,349,523.50. The preconstruction meeting was held on April 2, 2024 and the contractor started removals on April 23, 2024. The contractor could not start working on utilities until MidAmerican completed their relocation work. MidAmerican did not complete their relocations until Labor day. This project was delayed almost 8 weeks by MidAmerican's relocations. The contractor has completed stage 1 and stage 2 and the street is now open. The delays caused by MidAmerican have resulted in stage 3 being completed in the spring/summer of 2025. **The contractor closed NW 114th Street on March 31st and is currently working on Phase 3.**

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

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

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

Forest Ave Water Main Replacement: Completion (JC) – Plans are complete and the project was let on February 18, 2025. The project was awarded to the Absolute Group in the amount of \$388,066.50 at the February 27, 2025 Council meeting. The work will begin when school is let out for the summer.

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

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

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



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: Treasurer's Report - March 2025

SYNOPSIS:

Please see the attached report.

Attachments:

1. Treasurer's Report - March 2025

To the Mayor and City Council:

TREASURER'S MONTHLY REPORT - CITY OF CLIVE

March 31, 2025

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

CASH

FUND	Clerks' Balance Last Report	Revenue	Expenditures	Flex PR Clearing -Net Change	Clerk's Balance	Outstanding Checks	Treasurer's Balance
GENERAL	9,411,609.71	1,172,348.75	1,491,013.71	(61,431.73)	9,031,513.02	329,956.97	8,701,556.05
ROAD USE	1,371,249.67	168,955.57	91,548.07	-	1,448,657.17	5,879.28	1,442,777.89
LOCAL OPTION SALES TAX	1,256,417.78	309,473.22	0.00	-	1,565,891.00	-	1,565,891.00
TIF	1,116,429.97	358,910.54	0.00	-	1,475,340.51	-	1,475,340.51
POLICE K-9	7,462.41	200.00	450.00	-	7,212.41	-	7,212.41
TRUST & AGENCY	2,680,260.26	123,773.85	255,459.88	-	2,548,574.23	30,405.45	2,518,168.78
POLICE SEIZURES	19,819.69	53.00	0.00	-	19,872.69	-	19,872.69
DEBT SERVICE	2,435,815.27	150,953.54	0.00	-	2,586,768.81	-	2,586,768.81
CAPITAL PROJECTS	38,754,516.10	138,310.33	1,361,553.95	-	37,531,272.48	605,793.73	36,925,478.75
SPECIAL ASSESSMENT	0.00	0.00	0.00	-	0.00	-	0.00
WATER UTILITY	9,200,639.43	420,233.24	250,553.92	-	9,370,318.75	7,455.92	9,362,862.83
WATER UTILITY DEPOSIT	364,834.16	6,480.00	1,352.79	-	369,961.37	1,836.64	368,124.73
WATER IMPROVEMENT	7,988.15	0.00	0.00	-	7,988.15	-	7,988.15
SEWER UTILITY	6,520,502.69	438,329.60	203,725.73	-	6,755,106.56	161,967.63	6,593,138.93
STORM WATER	949,689.36	156,524.49	49,527.44	-	1,056,686.41	26,580.34	1,030,106.07
INTERNAL SERVICES	1,372,032.90	18,405.25	81,089.01	-	1,309,349.14	28,304.69	1,281,044.45
SUBTOTAL	75,469,267.55	3,462,951.38	3,786,274.50	(61,431.73)	75,084,512.70	1,198,180.65	73,886,332.05
PETTY CASH	700.00	0.00			700.00		700.00
TOTAL COMB CASH	75,469,967.55	3,462,951.38	3,786,274.50	(61,431.73)	75,085,212.70	1,198,180.65	73,887,032.05
EBS- PSF FUNDING	275,722.00	0.00	0.00	-	275,722.00	-	275,722.00
EBS- FLEX FUNDING*	100,426.34	8,464.80	8,625.14	-	100,266.00	-	100,266.00
GRAND TOTAL	75,745,689.55	3,462,951.38	3,786,274.50	(61,431.73)	75,360,934.70	1,198,180.65	74,162,754.05

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

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



Finance Manager



Director of Administrative Services/ Treasurer

CITY OF CLIVE
COMBINED CASH INVESTMENT
MARCH 31, 2025

COMBINED CASH ACCOUNTS

999-10100	CASH	75,071,749.17	
999-10101	PETTY CASH	700.00	
999-10106	EBS- PSF	275,722.00	
999-10110	XPRESS DEPOSIT ACCOUNT	12,763.53	
TOTAL COMBINED CASH			75,360,934.70
TOTAL ALLOCATED CASH			(75,360,934.70)
TOTAL UNALLOCATED CASH			.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND		9,031,513.02
110	ALLOCATION TO ROAD USE TAX		1,448,657.17
121	ALLOCATION TO LOCAL OPTION SALES TAX		1,565,891.00
123	ALLOCATION TO TIF FUND		1,475,340.51
167	ALLOCATION TO POLICE K9	7,212.41	
168	ALLOCATION TO T & A FUND - BENEFITS & INSUR	2,498,481.36	
169	ALLOCATION TO T & A FUND - LIBRARY	21,571.75	
170	ALLOCATION TO T & A FUND - PUBLIC ART MAINT	21,102.00	
172	ALLOCATION TO PSF- EBS ACCOUNT	275,722.00	
174	ALLOCATION TO T & A FUND - PARK RESERVE	8,011.31	
TOTAL T&A			2,832,100.83
177	ALLOCATION TO FORFEITURES/EQUITABLE SHARING		(592.19)
178	ALLOCATION TO POLICE SEIZURES		19,872.69
200	ALLOCATION TO DEBT SERVICE		2,586,768.81
330	ALLOCATION TO CAP PJTS - TIF PROJECTS	23,263.39	
331	ALLOCATION TO CAP PJTS - AMERICAN RESCUE PLN	434,554.47	
332	ALLOCATION TO CAP PJTS - SOIL QUALITY RES	21,978.95	
334	ALLOCATION TO CAP PJTS-TRAFFIC IMPROVE & SAF	118,674.53	
337	ALLOCATION TO CAP PJTS - PUBLIC SAFETY FACIL	24,839.15	
338	ALLOCATION TO CAP PJTS - PW ROOF AND DOORS	85,358.06	
339	ALLOCATION TO CAP PJTS -NW 86TH LAND ACQ	86,398.85	
340	ALLOCATION TO CAP PJTS- UNIV BLVD FLD MIT PL	(95,318.91)	
341	ALLOCATION TO CAP PJTS - FLOOD ALERT	38,330.39	
342	ALLOCATION TO CAP PJTS - FLOOD PRONE PROPERT	2,857,301.74	
345	ALLOCATION TO CAP PJTS - EMERALD ISLE DEVEL	368,008.97	
346	ALLOCATION TO CAP PJTS - 2022 HMGP SUBAWARD	506,423.50	
348	ALLOCATION TO CAP PJTS - FLD BUYOUT TEMP PK	220,360.00	
350	ALLOCATION TO CAP PJTS- CITY FACILITY IMPR	3,435,719.07	
351	ALLOCATION TO CAP PJTS - CODE ENF PROJ	(23,250.00)	
354	ALLOCATION TO CAP PJTS -2025 FIRE ENGINE	831,187.91	
356	ALLOCATION TO CAP PJTS - WEST PET	18,618.91	
357	ALLOCATION TO CAP PJTS - WATER RESOURCE GR	542.05	
358	ALLOCATION TO CAP PJTS - TREE SALE	17,949.80	
366	ALLOCATION TO CAP PJTS-PORTER SHELTER AREA	209,588.00	
369	ALLOCATION TO CAP PJTS - CAMPBELL REC AREA	31,977.00	
371	ALLOCATION TO CAP PJTS - N NEIGHB PK LAND	66,394.90	
372	ALLOCATION TO CAP PJTS -CANARY PARK DEVELOP	24,199.22	
374	ALLOCATION TO CAP PJTS - GREENBELT LANDING	6,338,796.25	
375	ALLOCATION TO CAP PJTS - GREENBELT MGMT PLAN	142,792.11	

CITY OF CLIVE
COMBINED CASH INVESTMENT
MARCH 31, 2025

381	ALLOCATION TO CAP PJTS -82ND ST TRL PROJ	(	30,000.00)	
382	ALLOCATION TO CAP PJTS - 86TH ST IMPL PLAN		40,000.00	
387	ALLOCATION TO CAP PJTS - LINNAN PK		5,034,876.41	
388	ALLOCATION TO CAP PJTS - INDIAN HILLS PARK		181,467.79	
389	ALLOCATION TO CAP PJTS - LITTLE WALNUT CREEK		7,761,778.44	
390	ALLOCATION TO CAP PJTS - CIRKSENA PARK		65,250.85	
391	ALLOCATION TO CAP PJTS - TRAIL PAVE/PARK CAP		22,638.53	
392	ALLOCATION TO CAP PJTS -CITY WIDE SIGN PROG		37,920.83	
393	ALLOCATION TO CAP PJTS - WALNUT HILLS STORMW	(	51,076.28)	
395	ALLOCATION TO CAP PJTS - HARBACH RECON		110,610.07	
396	ALLOCATION TO CAP PJTS - NW 128TH & HICKMAN		881,219.15	
399	ALLOCATION TO CAP PJTS - NW161ST/HICKMAN RD	(	459,287.17)	
400	ALLOCATION TO CAP PJTS - NW161ST/HICKMAN LP		582,014.58	
427	ALLOCATION TO CAP PJTS - STORM WATER CAPITAL		98,327.29	
429	ALLOCATION TO CAP PJTS - SEWER REHAB		228,232.79	
430	ALLOCATION TO CAP PJTS - METER/VALVE CHG OUT		87,756.54	
433	ALLOCATION TO CAP PJTS - SEWER CAPITAL		317,709.52	
435	ALLOCATION TO CAP PJTS - WATER CAPITAL		353,775.79	
436	ALLOCATION TO CAP PJTS - UNIV BLVD PUMP STAT		125,644.75	
445	ALLOCATION TO CAP PJTS -ALICES RD PHASE 5	(	7,887.25)	
454	ALLOCATION TO CAP PJTS - NORTH NEIGHBOR IMPR		155,753.98	
457	ALLOCATION TO CAP PJTS - N NEIGH ARTERIAL RD		793,256.55	
462	ALLOCATION TO CAP PJTS - HICKMAN I-35/80 INT		317,310.67	
464	ALLOCATION TO CAP PJTS -ALICES RD IMPROV		3,905,462.77	
465	ALLOCATION TO CAP PJTS - NW 142ND ST PAVE RE		120,930.19	
468	ALLOCATION TO CAP PJTS - N NEIGHBOR ST LIGHT		2,656.01	
471	ALLOCATION TO CAP PJTS - 111TH & HICKMAN INT		688,601.14	
476	ALLOCATION TO CAP PJTS - FRANCHISE ST PROJ	(	367,277.56)	
480	ALLOCATION TO CAP PJTS - NW 99TH CT RECON		123,824.36	
482	ALLOCATION TO CAP PJTS-DEVELOPMENT PLANNING		8,289.65	
483	ALLOCATION TO CAP PJTS- AIRPORT TERMINAL		517,260.00	
485	ALLOCATION TO CAP PJTS - PUBLIC ART CAPITAL		99,543.78	
TOTAL PROJECTS				37,531,272.48
TOTAL SPECIAL ASSESMENTS				.00
600	ALLOCATION TO WATER UTILITY FUND		9,370,318.75	
601	ALLOCATION TO WATER UTILITY DEPOSIT FUND		369,961.37	
604	ALLOCATION TO WATER IMPROVEMENT FUND		7,988.15	
610	ALLOCATION TO SEWER UTILITY FUND		6,755,106.56	
740	ALLOCATION TO STORM WATER FUND		1,056,686.41	
810	ALLOCATION TO INTERNAL SERVICE FUND		822,908.14	
820	ALLOCATION TO INTERNAL SERVICE FUND		486,441.00	
830	ALLOCATION TO PETTY CASH FUND		700.00	
TOTAL				18,870,110.38
TOTAL ESCROW ACCOUNT				.00
TOTAL ALLOCATIONS TO OTHER FUNDS				75,360,934.70
ALLOCATION FROM COMBINED CASH FUND - 999-10111			(	75,360,934.70)
ZERO PROOF IF ALLOCATIONS BALANCE				.00



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: April 24, 2025

RE: Approve 04/10/2025 City Council Minutes

SYNOPSIS:

Attachments:

1. cc Minutes 04_10_2025

**CLIVE CITY COUNCIL MEETING MINUTES
REGULAR MEETING
APRIL 10, 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, Srikant Mikkilineni, Susan Judkins, Eric Klein. Absent: None. 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.

A moment of silence was observed to honor departed Westcom Chief Udell Mentola.

Approval of the Agenda

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

Citizens Presentation

Lila Starr (1614 NW 99th Court) and Ken Robinson addressed the Council regarding their intent to petition for a special election to fill the vacancy that has been created by the resignation of Councilmen Mikkilineni.

Presentation

1. West Des Moines Community School District Update

Consent Items

Eric Klein moved approval, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried. 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 - \$2,280.00; 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 2025-104 Approving Purchase Agreement - 7865 Drake Street - \$271,000.00; 23. **Resolution 2025-105** Related to Emerald Isle Drive Public Improvements; 24. **Resolution 2025-106** Approving Professional Services Agreement with Steam Starz for Summer 2025 Programming; 25. **Resolution 2025-107** Approving Second Amendment to Second Amended Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park; 26. **Resolution 2025-108** Approving Agreement to Complete Site Improvements for Lot 5 of Berkshire Commons Office Park Plat 1 - 2640 Berkshire Parkway; 27. **Resolution 2025-109** Approving Clive Communications Policy and Toolkit; 28. **Resolution 2025-110** 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 2025-111** Approving Wage and Salary Levels; 31. **Resolution 2025-112** 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.** Public Hearing Notice published 03/24/2025 in the Des Moines Register. Engineering Services Administrator Jim Hagelie presented the matter to the Council and recommended approval. Ted Weaver moved to close the public hearing, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-113 Approving Plans and Specifications.** Ted Weaver moved to Approve Plans and Spec, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - b. **Receipt of Bids.** Ted Weaver moved to receive the bids, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - c. **Resolution 2025-114 Awarding Contract.** Ted Weaver moved to award contract, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
2. **Public Hearing - FY 2025-26 Budget.** Public Hearing Notice published 03/28/2025 in the Des Moines Register. Director of Administrative Services Elizabeth Hansen presented the matter to the Council and recommended approval. Srikant Mikkilineni moved to close the public hearing, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-115 Approving FY 2025-26 Budget.** Srikant Mikkilineni moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
3. **Proposed Utility Rate Adjustments - FY 2025-26.** Director of Administrative Services Elizabeth Hansen presented the matter to the Council and recommended approval.
 - a. **Resolution 2025-116 Approving the Equivalent Rate Unit (ERU) Methodology Policy.** Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - b. **1st Consideration of Proposed Ordinance No. 1159 pertaining to Water Rates.** Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted

Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.

c. **1st Consideration of Proposed Ordinance No. 1160 pertaining to Sewer Rates.**

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

d. **1st Consideration of Proposed Ordinance No. 1161 pertaining to Stormwater**

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

4. **2025A General Obligation Urban Renewal Bonds.** Director of Administrative Services Elizabeth Hansen presented the matter to the Council and recommended approval.

a. **Resolution 2025-117 Setting the Date (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.** Eric Klein moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.

5. **1st Consideration of Proposed Ordinance 1162 Amending Title 1, Chapter 9D, Section 2 (“Appointment and Term”).** City Clerk Matthew Graham presented the matter to the Council and recommended approval. Ted Weaver moved to suspend the rule requiring three separate readings of an ordinance prior to adoption, seconded by Srikant Mikkilineni. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried. Ted Weaver moved approval, seconded by Srikant Mikkilineni. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.

Mayor Edwards Declared Ordinance 1162 Enacted.

Presentation

1. Reimagine DART Update - DART CEO Amanda Wanke

Reports

Assistant City Manager Report was given by Pete De Kock.

Council Member Committee Reports were given.

City Manager Report was given by Matt McQuillen.

The meeting was adjourned at 8:32 p.m.

Matthew D. Graham, City Clerk

John D. Edwards, Mayor



Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: April 24, 2025
RE: Bill List

SYNOPSIS:

Attachments:

1. 20250421104724681

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	A.M. LEONARD INC	TREE PLANTING SUPPLIES	2,853.87
04/21/2025	ACCO	AQUATIC POOL CHEMICALS	2,681.05
04/21/2025	ACCURO SOLUTIONS, LLC	411 MED CLAIM ADMIN	87.37
04/21/2025	ACCURO SOLUTIONS, LLC	411 MED CLAIM ADMIN	87.37
04/21/2025	ACCURO SOLUTIONS, LLC	411 MED CLAIM ADMIN	55.49
04/21/2025	ACCURO SOLUTIONS, LLC	411 MED CLAIM ADMIN	87.37
04/21/2025	ACTIVE911, INC	EMERGENCY TEAM SUBSCRIPTIONS	252.00
04/18/2025	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 4/12/2025	91.32
04/09/2025	AIR-CON MECHANICAL CORP	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 5	36,390.18
04/21/2025	AMAZON CAPITAL SERVICES	UNIFORM ALLOWANCE - DELKER	165.91
04/21/2025	AMAZON CAPITAL SERVICES	EQUIPMENT	581.49
04/21/2025	AMAZON CAPITAL SERVICES	PW REMODEL	115.90
04/21/2025	AMAZON CAPITAL SERVICES	WIND METER	31.68
04/21/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	85.04
04/21/2025	AMAZON CAPITAL SERVICES	UNIFORM ALLOWANCE - OSBORN	61.74
04/21/2025	AMAZON CAPITAL SERVICES	TRAFFIC SUPPLIES	37.98
04/21/2025	AMAZON CAPITAL SERVICES	BUILDING MAINT	311.97
04/21/2025	AMAZON CAPITAL SERVICES	CHEMICAL UNDER GLOVE	22.63
04/21/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	30.80
04/21/2025	AMAZON CAPITAL SERVICES	REFUND CABLE SUPPLIES	12.28-
04/21/2025	AMAZON CAPITAL SERVICES	SUPPLIES	87.28
04/21/2025	AMAZON CAPITAL SERVICES	HYDROSEEDER TOOL CONTAINER	26.98
04/21/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	211.96
04/21/2025	AMAZON CAPITAL SERVICES	PW REMODEL	51.99
04/21/2025	AMAZON CAPITAL SERVICES	CHEMICAL GLOVES	129.99
04/21/2025	AMAZON CAPITAL SERVICES	DEER REPELLENT	45.78
04/21/2025	AMAZON CAPITAL SERVICES	EGG HUNT SUPPLIES & CONVERTERS	91.26
04/21/2025	AMAZON CAPITAL SERVICES	CLOTHING	243.99
04/18/2025	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 4/12/2025	530.48
04/21/2025	ARNOLD MOTOR SUPPLY	PARTS	54.44
04/21/2025	ARNOLD MOTOR SUPPLY	PARTS	176.33
04/21/2025	ARNOLD MOTOR SUPPLY	STOCK OIL	849.45
04/21/2025	AT & T MOBILITY	PATROL CELL PHONES	640.50
04/21/2025	AT & T MOBILITY	EMS CELL PHONES	176.15
04/21/2025	AT & T MOBILITY	GPS DATA PLAN	35.29
04/21/2025	ATLANTIC BOTTLING	CAMPBELL CONCESSIONS	463.25
04/21/2025	ATOMIC MUSIC GROUP	GIMIKK CONTRACT #1509016-CLIVEFEST	1,250.00
04/21/2025	AUREON COMMUNICATIONS	INTERNET CH	688.00
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	16.52
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	19.95
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	106.20
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	34.20
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	83.78
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	133.50
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	10.79
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	88.23
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	19.20
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	130.32
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	35.12
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	80.51
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	140.79
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	33.63
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	244.29
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	17.09
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	32.49
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	11.99
04/21/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	67.59
04/21/2025	BAKER GROUP	FIRE ALARM BATTERIES	258.78

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	BAKER GROUP	FIRE ALARM BATTERIES	69.74
04/21/2025	BAKER GROUP	FIRE ALARM BATTERIES	152.48
04/21/2025	BAKER GROUP	HVAC CONTRACT	4,959.00
04/21/2025	BAKER GROUP	HVAC CONTRACT	4,251.00
04/21/2025	BAKER GROUP	HVAC CONTRACT	7,303.35
04/21/2025	BAKER GROUP	HVAC CONTRACT	1,968.38
04/21/2025	BAKER GROUP	HVAC CONTRACT	4,303.27
04/21/2025	BMI	MUSIC LICENSE	446.00
04/21/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	311.04
04/21/2025	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	41.93
04/21/2025	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	31.49
04/21/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	224.01
04/21/2025	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	70.95
04/21/2025	BRAVO GREATER DES MOINES	2/7 HOTEL MOTEL MAR 25	12,615.72
04/21/2025	BRIAN CONGDON	FTF - MAY 16	800.00
04/09/2025	CALIBER CONCRETE LLC	NW 138TH OVERLAY PAY REQ 1	47,222.74
04/21/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	227.57
04/21/2025	CAPITAL CITY EQUIPMENT CO	REFUND EQUIPMENT REPAIR	2.84
04/21/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	670.24
04/21/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT MAINT	63.66
04/21/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	131.86
04/21/2025	CDW GOVERNMENT INC	SUPPLIES	84.70
04/21/2025	CDW GOVERNMENT INC	SOFTWARE SUBSCRIPTION	1,241.10
04/21/2025	CENGAGE LEARNING INC / GALE	BOOKS - ADULT	18.19
04/09/2025	CENTRAL IOWA MECHANICAL	GREENBELT LANDING CONSTRUCT PJCT PAY REQ 6	30,443.10
04/21/2025	CENTRAL STATES MEDICINE PLLC	411 MED CLAIM	153.84
04/21/2025	CENTRAL STATES MEDICINE PLLC	411 MED CLAIM	153.84
04/21/2025	CENTRAL STATES MEDICINE PLLC	411 MED CLAIM	120.62
04/21/2025	CENTURY LINK	CAC PHONE LINES (JAN-APRIL)	506.64
04/21/2025	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	386.52
04/21/2025	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	386.52
04/21/2025	CITY OF DES MOINES	WRA - APRIL 25	159,309.50
04/21/2025	CITY OF URBANDALE	CLIVE 28E FIRE COST SHARE BALANCE	511,960.30
04/21/2025	CITY OF URBANDALE	CLIVE EMERGENCY SIGNAL	15.85
04/21/2025	CITY OF URBANDALE	STREET LIGHTS	611.27
04/21/2025	CITY OF URBANDALE	L325 REPAIR WORK	11,073.36
04/21/2025	CITY OF URBANDALE	FIRE TRUCK CONTRACTUAL REPAIRS	11,073.36
04/21/2025	CITY OF WEST DES MOINES	WESTCOM 4/25	48,088.34
04/21/2025	CITY OF WEST DES MOINES	TRAFFIC LIGHTING	1,152.17
04/21/2025	CLEARY BUILDING CORP	PARKS COLD STORAGE LEAN-TO	30,379.00
04/18/2025	CLIVE COMMUNITY SERVICES	CURRENT PAY WITHHOLDING CLIVE COMM SERVICES Pay Period: 4/12/202	37.20
04/21/2025	CODY BRENNER	REFUND DEPOSIT	8.77
04/18/2025	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 4/12/2025	1,775.96
04/21/2025	COMMERCE BANK	MEETING EXPENSE__ ADAMS	53.76
04/21/2025	COMMERCE BANK	EQUIPMENT__ ANNIS	192.94
04/21/2025	COMMERCE BANK	MARKETING__ BELIEU	309.76
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ BELIEU	60.00
04/21/2025	COMMERCE BANK	MEETING EXPENSE__ BOYLE	39.80
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ BOYLE	699.00
04/21/2025	COMMERCE BANK	DUES__ WEILER	50.00
04/21/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ SHALON-DEUR	142.27
04/21/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ SHALON-DEUR	89.59
04/21/2025	COMMERCE BANK	VEHICLE REPAIR__ SOMSKY	1,320.48
04/21/2025	COMMERCE BANK	TRAINING__ VENEMA	150.00
04/21/2025	COMMERCE BANK	IMFOA RENEWAL__ VENEMA	20.00
04/21/2025	COMMERCE BANK	PARKING FEE__ VENTO	4.00
04/21/2025	COMMERCE BANK	VEHICLE OPERATION__ SALTMARSH	40.47
04/21/2025	COMMERCE BANK	CHILDREN BOOKS__ SHALON-DEUR	71.94

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	COMMERCE BANK	CHILDREN BOOKS__ SHALON-DEUR	56.90
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ SHALON-DEUR	1,240.67
04/21/2025	COMMERCE BANK	MEMBERSHIP__ SHALON-DEUR	335.00
04/21/2025	COMMERCE BANK	YOUNG ADULT BOOKS__ SHALON-DEUR	19.59
04/21/2025	COMMERCE BANK	EQUIPMENT__ RUNKEL	1,019.94
04/21/2025	COMMERCE BANK	GOAT SUPPLIES__ RUNKEL	27.99
04/21/2025	COMMERCE BANK	BURN PERMIT__ RUNKEL	29.00
04/21/2025	COMMERCE BANK	SUPPLIES__ RUNKEL	101.75
04/21/2025	COMMERCE BANK	EQUIPMENT MAINT__ SALTMARSH	735.55
04/21/2025	COMMERCE BANK	POSTAGE__ SALTMARSH	158.97
04/21/2025	COMMERCE BANK	SUSTENANCE__ RAMSEY	198.66
04/21/2025	COMMERCE BANK	EQUIPMENT__ RAMSEY	23.32
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ RAMSEY	17.99
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ REHBERG	120.00
04/21/2025	COMMERCE BANK	CLOTHING ALLOWANCE__ REHBERG	185.00
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ REHBERG	550.09
04/21/2025	COMMERCE BANK	BUILDING REPAIR__ NUSS	98.67
04/21/2025	COMMERCE BANK	BUILDING REPAIR__ NUSS	98.67
04/21/2025	COMMERCE BANK	TRAINING__ OLLENDIKE	992.50
04/21/2025	COMMERCE BANK	SUPPLIES__ PFAFF	113.36
04/21/2025	COMMERCE BANK	PROFESSIONAL FEES__ PHELPS	210.00
04/21/2025	COMMERCE BANK	APA CONFERENCE__ PURVIS	119.67
04/21/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ NELSON	15.99
04/21/2025	COMMERCE BANK	DUES__ NUSS	102.00
04/21/2025	COMMERCE BANK	TRAINING__ NUSS	190.00
04/21/2025	COMMERCE BANK	EQUIPMENT REPAIR__ NUSS	43.50
04/21/2025	COMMERCE BANK	BUILDING REPAIR__ NUSS	98.67
04/21/2025	COMMERCE BANK	BUILDING REPAIR__ NUSS	98.67
04/21/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NELSON	4.79
04/21/2025	COMMERCE BANK	ADULT BOOKS__ NELSON	308.69
04/21/2025	COMMERCE BANK	LIBRARY MEDIA__ NELSON	38.84
04/21/2025	COMMERCE BANK	OFFICE SUPPLIES__ NELSON	34.53
04/21/2025	COMMERCE BANK	CHILDREN BOOKS__ NELSON	28.42
04/21/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NELSON	1.20
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ MILLER	346.09
04/21/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NAPIER	20.00
04/21/2025	COMMERCE BANK	ADULT BOOKS__ NELSON	1,274.52
04/21/2025	COMMERCE BANK	LIBRARY MEDIA__ NELSON	758.80
04/21/2025	COMMERCE BANK	OFFICE SUPPLIES__ NELSON	75.53
04/21/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ NELSON	58.99
04/21/2025	COMMERCE BANK	EDUCATIONAL MATERIALS__ MAY	42.00
04/21/2025	COMMERCE BANK	MEMBERSHIP__ MAY	291.00
04/21/2025	COMMERCE BANK	MEETING EXPENSE__ MCQUILLEN	307.39
04/21/2025	COMMERCE BANK	SUPPLIES__ MEASE	23.96
04/21/2025	COMMERCE BANK	SUPPLIES__ MEASE	44.94
04/21/2025	COMMERCE BANK	EVIDENCE SUPPLIES__ MILLER	30.78
04/21/2025	COMMERCE BANK	CONTRACT WORK__ LUCAS	312.85
04/21/2025	COMMERCE BANK	ADVERTISING__ LUCAS	282.00
04/21/2025	COMMERCE BANK	MEMBERSHIP__ LUCAS	700.00
04/21/2025	COMMERCE BANK	SUPPLIES__ LUCAS	248.85
04/21/2025	COMMERCE BANK	SUPPLIES__ LUCAS	2.65
04/21/2025	COMMERCE BANK	SUPPLIES__ LUCAS	90.90-
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ KELLER	199.00
04/21/2025	COMMERCE BANK	SOFTWARE CONTRACTS__ KUZHIKANDATHIL	524.50
04/21/2025	COMMERCE BANK	VEHICLE SUPPLIES__ LASS	16.98
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ LIBRARY STAFF	99.00
04/21/2025	COMMERCE BANK	PERIODICALS__ LIBRARY STAFF	41.34
04/21/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ LIBRARY STAFF	93.36

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	COMMERCE BANK	TRAINING__ HERZOG	25.00
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ HERZOG	146.20
04/21/2025	COMMERCE BANK	GOAT SUPPLIES__ HUFF	232.81
04/21/2025	COMMERCE BANK	CONFERENCE EXPENSE__ KELLER	1,442.23
04/21/2025	COMMERCE BANK	MARKETING__ KELLER	65.21
04/21/2025	COMMERCE BANK	TRAINING__ KELLER	21.89
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ GIBBS	88.80
04/21/2025	COMMERCE BANK	SUPPLIES__ GIBBS	102.58
04/21/2025	COMMERCE BANK	TRAINING__ GRAHAM	150.00
04/21/2025	COMMERCE BANK	AI SUBSCRIPTION__ GRAHAM	20.00
04/21/2025	COMMERCE BANK	RECORDING FEES__ GRAHAM	101.69
04/21/2025	COMMERCE BANK	ZOOM RENEWAL__ HARKEN	4,575.60
04/21/2025	COMMERCE BANK	REFUND MEMBERSHIP__ FREESTONE	288.00-
04/21/2025	COMMERCE BANK	MEETING EXPENSE__ FREESTONE	24.88
04/21/2025	COMMERCE BANK	PUBLIC EDUCATION__ GARCIA	14.99
04/21/2025	COMMERCE BANK	TRAINING__ GARCIA	25.00
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ GARCIA	20.00
04/21/2025	COMMERCE BANK	CONTRACT WORK__ GARCIA	88.80
04/21/2025	COMMERCE BANK	SUBSCRIPTION__ BOYLE	91.55
04/21/2025	COMMERCE BANK	NOTARY FEE__ BROWN	30.00
04/21/2025	COMMERCE BANK	SUPPLIES__ DAFT	201.60
04/21/2025	COMMERCE BANK	MEETING EXPENSE__ DE KOCK	50.00
04/21/2025	COMMERCE BANK	DUES__ EASTMAN	50.00
04/21/2025	COMMERCE BANK	SPRING CONFERENCE__ EASTMAN	150.00
04/09/2025	CONCRETE TECHNOLOGIES INC	ALICE RD RECON PAY REQ 1	48,606.42
04/09/2025	CONFLUENCE	UNIVERSITY BLVD FLOOD MIT PAY REQ 5	52,439.75
04/21/2025	CONSENSUS CLOUD SOLUTIONS, LLC	HOSTED FAX	92.97
04/21/2025	CONSOLIDATED COMMUNICATIONS	PHONES LINES	1,388.37
04/21/2025	CORE & MAIN LP	SUPPLIES	212.46
04/21/2025	COUCH	REFUND DEPOSIT	50.00
04/21/2025	CRAIG & CHRISTINE KAMM	REFUND DEPOSIT	12.10
04/21/2025	CUSTOM AWARDS & EMBROIDERY	MINOR EQUIPMENT - AWARD	20.00
04/09/2025	DAHL HEATING & AIR CONDITIONING	CH/LIB RENOVATION PAY REQ 3	46,333.40
04/21/2025	DAMON DOTSON	FTF - MAY 9	800.00
04/21/2025	DELL MARKETING LP	COMPUTER REPLACEMENTS	4,346.46
04/21/2025	DENISE FORNEY	MISC CONTRACT WORK-CHILDREN	150.00
04/09/2025	DES MOINES ASPHALT AND PAVING	COUNTRY CLUB BLVD REHAB PAY REQ 1	118,359.55
04/09/2025	DEVRIES ELECTRIC	CH/LIB RENOVATION PAY REQ 2	63,765.90
04/18/2025	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 4/1	2,167.62
04/18/2025	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 4/12/2025	7,600.18
04/18/2025	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 4/12/20	1,840.71
04/18/2025	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 4/12/2025	704.94
04/18/2025	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 4/12/2025	1,191.96
04/18/2025	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 4/12/2025	362.52
04/18/2025	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 4/12/2025	555.84
04/18/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	46,944.71
04/18/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 4/12/20	29,832.39
04/18/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 4/12/20	29,832.39
04/18/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 4/12/2025	6,976.91
04/18/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 4/12/2025	6,976.91
04/09/2025	ELITE FIRE SPRINKLER SYSTEMS	CH/LIB RENOVATION PAY REQ 3	2,280.00
04/21/2025	ENTENMANN - ROVIN CO	5 FIRE/EMS MEMBER BADGES	672.90
04/21/2025	EPIC iO TECHNOLOGIES	PHONE LINES	155.35
04/21/2025	ESTEFANY LINARES-CRUZ	PROFESSIONAL FEES - INTERPRETER	70.00
04/21/2025	FELLER EXPRESS LLC	CONTRACT WORK	350.00
04/21/2025	FERRELLGAS	FORK LIFT FUEL	195.68
04/21/2025	FRANCES REECK	OVERPAYMENT ON EMS BILL	35.00
04/21/2025	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	177.40

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	13.46
04/21/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	13.46
04/21/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	13.46
04/21/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	13.47
04/21/2025	FREEDOM TIRE & AUTO	#707 VEHICLE REPAIR	220.00
04/21/2025	GALLS LLC	NEW OFFICER UNIFORM - J. JORGENSEN	24.39
04/21/2025	GALLS LLC	LT MARTIN CLASS A SHOES, TIE, PINS	100.00
04/21/2025	GOLD MEDAL	CONCESSION EQUIPMENT	67.77
04/21/2025	GOLD MEDAL	CONCESSION EQUIPMENT	10.50
04/21/2025	GREATER DES MOINES PARTNERSHIP	DC PARTNERSHIP TRIP-JUDKINS	2,250.00
04/21/2025	GTR DM CONVENTION & VISITORS B	2/7 HOTEL MOTEL MAR 25	12,615.72
04/21/2025	HOME PEST CARE	CAMPBELL CONCESSIONS PEST CONTROL	105.00
04/18/2025	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 4/12/2025	781.79
04/18/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 4/12/	6,543.13
04/18/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 4/12/2025	11,590.20
04/18/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 4/12/2025	10,621.39
04/21/2025	INTERNATIONAL ASSOC OF ARSON INVEST	MEMBERSHIP DUES - FIRE MARSHAL ARSON MEMBERSHIP	103.00
04/21/2025	IOWA DEPARTMENT OF PUBLIC SAFETY	IDPS MAINTENANCE	1,845.00
04/21/2025	IOWA DOT	PARKING LOT PAINTING SUPPLIES	1,791.10
04/09/2025	IOWA EARTH WORKS	WALNUT CREEK STREAM PAY REQ 7	14,843.39
04/21/2025	IOWA MEDICAID	MAY 2025 STATE SHARE OF GEMT	12,275.27
04/21/2025	IOWA SIGNAL INC.	86TH ST LIGHT CABINETS	25,922.09
04/21/2025	JANICE PROSPERI	EMS BILL REFUND - OVERPAYMENT	94.60
04/21/2025	JUNE OPHEIM	EMS BILL REFUND - OVERPAID	738.82
04/21/2025	KELLY & ADAM NIEBRUGGE	REFUND DEPOSIT	7.95
04/09/2025	KEYSTONE CONSTRUCTION SERVICES	CH/LIB RENOV PAY REQ 3	142,591.91
04/09/2025	KEYSTONE CONSTRUCTION SERVICES	GREENBELT LANDING PAY REQ 6	14,796.25
04/21/2025	KING'S MATERIAL, INC	MULCH FOR PW	85.68
04/21/2025	KING'S MATERIAL, INC	MULCH FOR PW	85.68
04/21/2025	KING'S MATERIAL, INC	MULCH FOR PW	85.68
04/21/2025	KING'S MATERIAL, INC	MULCH FOR PW	85.68
04/21/2025	KLINGER PAINT CO.-FACTORY	HYDRANT PAINT	784.07
04/21/2025	LANCE PATRICK EATON	FTF - MAY 30	800.00
04/21/2025	LARRY MCMAHON	EMS BILL REFUND - OVERPAYMENT	300.00
04/21/2025	LEYDY MENDOZA GONZALEZ	REFUND DUPLICATE PAYMENT	30.00
04/21/2025	LIMELIGHT ENTERTAINMENT LLC	FTF - MAY 23	650.00
04/21/2025	LINDE GAS & EQUIPMENT INC	OXYGEN AND TANK RENTAL	1,083.81
04/21/2025	LOGAN CONTRACTORS SUPPLY	#770 VEHICLE REPAIR	1,639.10
04/21/2025	LOGAN CONTRACTORS SUPPLY	STREET MAINT SUPPLIES	3,990.00
04/21/2025	MACQUEEN EQUIPMENT	SWEEPER TRAINING GOELLER, BERRY, CRILLY, VILLHAUER,NUSS	600.00
04/21/2025	MAIL SERVICES	NEWSLETTER	1,135.32
04/21/2025	MAIL SERVICES	POSTAGE	2,516.28
04/21/2025	MAIL SERVICES	BILLS	826.49
04/21/2025	MATHESON TRI-GAS INC	GAS FOR CCTV CAMERAS	75.73
04/21/2025	MEDIACOM	LIBRARY INTERNET	19.95
04/21/2025	MEDIACOM	LIBRARY INTERNET	304.90
04/21/2025	MENARDS	PW REMODEL	137.58
04/21/2025	MENARDS	TENNIS NET ANCHOR	22.99
04/21/2025	MENARDS	PW REMODEL	205.30
04/21/2025	MENARDS	ART INSTALLATION	29.72
04/21/2025	MENARDS	GROUNDS MAINT AND REPAIR	21.57
04/21/2025	MENARDS	BUILDING MAINTENANCE	41.49
04/21/2025	MENARDS	BUILDING MAINTENANCE	41.49
04/21/2025	MENARDS	BUILDING MAINTENANCE	41.49
04/21/2025	MENARDS	BUILDING MAINTENANCE	41.49
04/21/2025	MENARDS	BUILDING MAINTENANCE	12.57
04/21/2025	MENARDS	BUILDING MAINTENANCE	12.57
04/21/2025	MENARDS	BUILDING MAINTENANCE	12.57

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	MENARDS	BUILDING MAINTENANCE	12.57
04/21/2025	MENARDS	PW REMODEL	50.97
04/21/2025	MENARDS	BUILDING MAINTENANCE	20.23
04/21/2025	MENARDS	BUILDING MAINTENANCE	20.24
04/21/2025	MENARDS	BUILDING MAINTENANCE	20.24
04/21/2025	MENARDS	BUILDING MAINTENANCE	20.24
04/21/2025	MENARDS	MISC TRAFFIC SUPPLIES	55.97
04/21/2025	MENARDS	PW REMODEL	10.42
04/21/2025	MENARDS	BUILDING MAINTENANCE	6.96
04/21/2025	MENARDS	BUILDING MAINTENANCE	6.96
04/21/2025	MENARDS	BUILDING MAINTENANCE	6.96
04/21/2025	MENARDS	BUILDING MAINTENANCE	6.97
04/21/2025	MENARDS	SCREWS FOR MTUS	23.94
04/21/2025	MENARDS	PW REMODEL	84.97
04/21/2025	MERCYONE CLIVE PHARMACY	EMS MEDICATION	172.57
04/21/2025	MERCYONE HEALTH & FITNESS CENTER	WELLNESS COACHING	320.00
04/21/2025	MERCYONE OCCUPATIONAL HEALTH	PHYSICALS & DRUG SCREENS	3,568.00
04/21/2025	METRO WASTE AUTHORITY	YARD WASTE STICKERS	450.00
04/21/2025	METRO WASTE AUTHORITY	CURB IT - MAR 25	27,663.20
04/21/2025	METRO WASTE AUTHORITY	SOLID WASTE MAR 25	70,603.28
04/21/2025	METRO WASTE AUTHORITY	YARD WASTE STICKERS	700.00
04/21/2025	METRO WASTE AUTHORITY	CREDIT-WRONG ACCT 204	200.00-
04/21/2025	METRO WASTE AUTHORITY	CREDIT-WRONG ACCT 204	500.00-
04/21/2025	METRONET	INTERNET PS	723.33
04/21/2025	MICHAEL MANDELBAUM	REFUND DEPOSIT	50.00
04/21/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	168.91
04/21/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE AQUATIC	704.94
04/21/2025	MIDAMERICAN ENERGY DAV	STREET LIGHTS	16,006.77
04/21/2025	MIDAMERICAN ENERGY DAV	WATER FACILITIES	797.82
04/21/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	626.78
04/21/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	20.95
04/21/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	22.82
04/21/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	71.65
04/21/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	142.39
04/21/2025	MIDCO DIVING & MARINE SERVICES INC	104TH AND 128TH WATER TOWER INSPECTION	8,652.00
04/21/2025	MIDWEST TAPE, LLC	EBOOK	65.00
04/21/2025	MISTER CAR WASH	CAR WASHES	427.00
04/18/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	21,757.59
04/18/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	9,169.69
04/21/2025	MUSCO SPORTS LIGHTING LLC	FIELD LIGHTS	814.00
04/21/2025	NETWORKS	PROFESSIONAL FEES	600.00
04/21/2025	NETWORKS	HOSTED BACKUP	4,979.14
04/21/2025	NETWORKS	SOFTWARE SUBSCR	7.70
04/21/2025	NETWORKS	PROFESSIONAL FEES	487.50
04/21/2025	NETWORKS	SWITCHES MAINT	7,939.30
04/21/2025	NYEMASTER-GOODE	PROSECUTIONS	4,692.50
04/21/2025	NYEMASTER-GOODE	CITY COUNCIL	850.00
04/21/2025	NYEMASTER-GOODE	LEGAL GENERAL	3,272.50
04/21/2025	NYEMASTER-GOODE	LEGAL HR	575.00
04/21/2025	NYEMASTER-GOODE	LEGAL	953.50
04/21/2025	NYEMASTER-GOODE	LEGAL	125.00
04/09/2025	ON TRACK CONSTRUCTION	GREENBELT LANDING CONSTRUCT PRCT PAY REQ 3	274,502.50
04/21/2025	OPN ARCHITECTS INC	PAY REQ 12 - CH REMODEL DESIGN OPN	7,054.59
04/21/2025	P & P SMALL ENGINES INC	EQUIPMENT MAINT	79.96
04/21/2025	PIRANHA PROPELLERS	BOAT PROPELLER KIT	133.00
04/21/2025	POLK COUNTY CONSERVATION	AERIAL DEER SURVEY	43.16
04/21/2025	POLK COUNTY TREASURER	FLOOD PRONE PROPERTY BUY OUT	1,942.00
04/21/2025	POLK COUNTY TREASURER	FLOOD PRONE PROPERTY BUY OUT	1,597.00

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	PRODIGY CARE SERVICES	411 RX	37.42
04/21/2025	RANGEMASTERS	UNIFORM ALLOWANCE - D. TOWNES	229.00
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - J. ANNIS	429.97
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - B. CRANNELL	329.61
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - J. NIELSEN	208.96
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - D. CLARK	68.75
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - A. BOES	207.45
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - C. OWEN	112.50
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - D. CLARK	44.00
04/21/2025	RANGEMASTERS	UNIFORM ALLOW - J. LAMP	50.99
04/21/2025	REAMS SPRINKLER SUPPLY	GROUNDS MAINT	1,137.59
04/21/2025	REAMS SPRINKLER SUPPLY	BALL VALVE REPLACEMENT	178.70
04/21/2025	REAMS SPRINKLER SUPPLY	BACKFLOW REPAIR KITS	497.43
04/18/2025	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 4/12/2025	1,159.64
04/21/2025	RICHARD LLOYD	FTF - JUNE 6	800.00
04/21/2025	RINGCENTRAL INC	HOSTED VOICE	2,692.61
04/21/2025	RIST & ASSOCIATES	PW REMODEL	952.45
04/21/2025	SADIE HEUERTZ	MISC CONTR WORK	250.00
04/21/2025	SECURITY EQUIPMENT INC	MISC SUPPLIES	42.00
04/21/2025	SHERWIN WILLIAMS #703288	PAINT	45.92
04/21/2025	SHIVE-HATTERY	GREEBBELT LANDING CONSTRUCTION WORK	3,953.50
04/21/2025	SHREDDER, THE	DOCUMENT DESTRUCTION	72.00
04/21/2025	SMITHGROUP, INC	LINNAN PARK DESIGN WORK	11,044.50
04/09/2025	SNYDER & ASSOCIATES	UNIVERSITY BLVD PUMP STATION PAY REQ 20	2,998.75
04/21/2025	SPRAYER SPECIALTIES INC	EQUIP REPAIR	49.16
04/21/2025	STANDARD AND POOR'S LLC	ISSUANCE COST 2025A	17,865.00
04/21/2025	STEW HANSEN	STOCK SUPPLIES	46.35
04/21/2025	STEW HANSEN	#735 TRANSMISSION REBUILD	7,200.50
04/21/2025	TECHNOLOGY ASSOCIATION OF IOWA	MEMBERSHIP	520.00
04/18/2025	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 4/12/2025	22,316.00
04/21/2025	TRUCK EQUIPMENT INC	CAPITAL EQUIPMENT TRUCK #435	24,055.00
04/21/2025	UNIQUE	MISC CONTRACT WORK- COLLECTION AGENCY	29.55
04/18/2025	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 4/12/2025	40.46
04/21/2025	VAN DIEST SUPPLY COMPANY	CHEMICALS	1,137.50
04/21/2025	VAN DIEST SUPPLY COMPANY	CHEMICALS	153.38
04/21/2025	VAN DIEST SUPPLY COMPANY	CHEMICALS	87.25
04/21/2025	VAN METER INC	PW REMODEL	418.63
04/21/2025	VAN METER INC	PW REMODEL	245.14
04/21/2025	VAN METER INC	PW REMODEL	3,431.99
04/21/2025	VAN METER INC	PW REMODEL	1,485.84
04/21/2025	VESTIS	UNIFORMS	89.12
04/21/2025	VESTIS	UNIFORMS	49.74
04/21/2025	VESTIS	UNIFORMS	49.74
04/21/2025	VESTIS	UNIFORMS	18.66
04/21/2025	VESTIS	UNIFORMS	89.12
04/21/2025	VESTIS	UNIFORMS	49.74
04/21/2025	VESTIS	UNIFORMS	49.74
04/21/2025	VESTIS	UNIFORMS	18.66
04/21/2025	WADE C KRIEG	FTF - JUNE 13	450.00
04/21/2025	WEST DES MOINES WATER WORKS	WATER FACILITIES	214.69
04/21/2025	WEX BANK	FUEL	149.48
04/21/2025	WEX BANK	FUEL	38.44
04/21/2025	WEX BANK	FUEL	1,197.02
04/21/2025	WEX BANK	FUEL	743.08
04/21/2025	WEX BANK	FUEL	2,255.40
04/21/2025	WEX BANK	FUEL	6,597.12
04/21/2025	WEX BANK	FUEL	461.62
04/21/2025	WEX BANK	FUEL	610.78

Date Paid	Vendor Name	Description	Amount Paid
04/21/2025	WEX BANK	FUEL	1,038.91
04/21/2025	WEX BANK	FUEL	610.78
04/21/2025	WEX BANK	FUEL	1,756.57
04/21/2025	WEX BANK	FUEL	136.45
04/21/2025	WEX BANK	FUEL	558.24
04/21/2025	ZIMCO SUPPLY CO	CREDIT	160.00-
04/21/2025	ZIMCO SUPPLY CO	SEED	235.00
Grand Totals:			<u>2,318,303.15</u>

Date Paid	Vendor Name	Description	Amount Paid
-----------	-------------	-------------	-------------

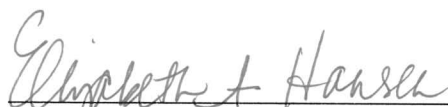
The following expenditures have been reviewed and authorized as being justified and properly due and made in accordance to city guidelines.
This listing has been prepared by Finance Department staff and is being submitted to the City Council for approval.

Bill List Claims \$ 2,318,303.15
(4/08/2025 - 4/21/2025)

Payroll
(4/18/2025) 317,016.34

Total \$ 2,635,319.49

Of the total payrolls, \$1289.00 are expense reimbursements.


Elizabeth Hansen, Director of Administrative Services

Date: 4/21/2025

Dated: _____

City Council:

Srikant Mikkilineni _____

Eric Klein _____

Ted Weaver _____

Michael McCoy _____

Susan Judkins _____



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: April 24, 2025

RE: Resolution Approving Change Order #1 - Concrete Technologies, Inc. - Alice's Road Phase 1A Reconstruction Project - \$59,444.00

SYNOPSIS:

Staff is recommending approval of Change Order #1 to Concrete Technologies, Inc. associated with ongoing construction on the above referenced project as follows:

Change Order #1 – \$59,444.00

This Change Order swaps out two existing bid items for two new bid items related to the construction means and methods for two large storm sewer structures on the project. In coordination with the City of Waukee, the preferred construction method for these two structures is to build them on-site (cast-in-place) rather than fabricating and shipping them to the job site (pre-cast). While the initial cost is higher, cast-in-place structures allow for better connections of storm sewer pipe and result in lower future maintenance costs. The revised contract amount after this change is \$4,353,564.31.

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

Attachments:

1. Resolution
2. Change Order #1

RESOLUTION NO. _____

RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR
CONCRETE TECHNOLOGIES, INC.
ALICE’S ROAD PHASE 1A RECONSTRUCTION PROJECT

WHEREAS, City staff has determined that it is necessary to make the changes set forth in Change Order No. 1 to the contract with Concrete Technologies, Inc. in regard to the Alice’s Road Phase 1A Reconstruction Project (the “Project”); and

WHEREAS, the City Council of the City of Clive, Iowa, is desirous of approving said Change Order No. 1 and authorizing the Mayor to execute same on behalf of the City of Clive, Iowa.

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

That Change Order No. 1 to the contract with Des Moines Asphalt & Paving, is hereby determined to be in the best interests of the residents of the City of Clive, Iowa, and is hereby accepted and approved by this City Council; and the Mayor is hereby authorized and directed to execute said Change Order No. 1 on behalf of the City of Clive, Iowa.

PASSED AND APPROVED THIS ____ of _____, 2025.

CITY OF CLIVE, IOWA

By: _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk



City of Clive

Change Order Details

Alice's road Improvements, Phase 1A

Description	Alice's Road Reconstruction Between Horizon Dr. to Dellwood Dr.
Prime Contractor	CTI-01 1001 SE 37th St. Grimes, IA 50111
Change Order	1
Status	Pending
Date Created	04/07/2025
Type	Changed Conditions
Summary	Change from Precast Structure to Cast in Place
Awarded Project Amount	\$4,294,120.31
Authorized Project Amount	\$4,294,120.31
Change Order Amount	\$59,444.00
Revised Project Amount	\$4,353,564.31

Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 1 - Description									
0530	25-053	EACH	\$46,460.000	1.000	\$46,460.00	-1.000	-\$46,460.00	0.000	\$0.00
Manhole, Type SW-404 (4'x9')									
0540	25-054	EACH	\$51,500.000	1.000	\$51,500.00	-1.000	-\$51,500.00	0.000	\$0.00
Manhole, Type SW-404 (6'x10')									
2 items			Totals		\$97,960.00		-\$97,960.00		\$0.00

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 1 - Description					
1230	25-054	EACH	1.000	\$70,154.000	\$70,154.00
Manhole, Type SW-404 (6'x10')					
1240	25-053	EACH	1.000	\$87,250.000	\$87,250.00
Manhole, Type SW-404 (4'x9')					
2 items					Total: \$157,404.00

Mayor, City of Clive	Date
Project Engineer, Jim Hagelie	Date
Field Engineer, Tony Clemenson	Date
Contractor, Concrete Technologies Inc.	Date



Memo

TO: Mayor and Council members

FROM: Pete De Kock, Assistant City Manager

DATE: April 24, 2025

RE: Approve Pay Request #2 - McClure Engineering - Clive Stormwater Manual Update - \$9,378.50

SYNOPSIS:

Staff recommends approval of Pay Request #2 to McClure Engineering for work completed from February 23, 2025, to March 29, 2025, on the Clive Stormwater Manual Update. In this period, the McClure team completed their initial manual review, continued hydrologic modeling, and coordinated virtual project meetings.

Professional Services for Clive Stormwater Manual Update

Pay Request #2	\$9,378.50
Total previously paid	\$6,238
Total Maximum Fee	\$31,710
Balance Remaining	\$16,093.50

Attachments:

1. McClure invoice 2



1360 NW 121st Street
Clive, IA 50325

Pete De Kock
City of Clive, IA
1900 Northwest 114th Street
Clive, IA 50325

March 31, 2025
Project No: 2024001417-000
Invoice No: 158323
Due Date: April 30, 2025

Project 2024001417-000 Clive Stormwater Manual Update 2024

Professional Services from February 23, 2025 to March 29, 2025

Phase	100	Initial Manual Review			
Total Fee		4,560.00			
Percent Complete	100.00	Total Earned	4,560.00		
		Previous Fee Billing	2,280.00		
		Current Fee Billing	2,280.00		
		Total Fee		2,280.00	
		Total this Phase		\$2,280.00	
Phase	200	Hydrologic Modeling Case Review			
Total Fee		8,060.00			
Percent Complete	80.00	Total Earned	6,448.00		
		Previous Fee Billing	2,418.00		
		Current Fee Billing	4,030.00		
		Total Fee		4,030.00	
		Total this Phase		\$4,030.00	
Phase	300	Manual Edits			
Total Fee		9,810.00			
Percent Complete	25.00	Total Earned	2,452.50		
		Previous Fee Billing	0.00		
		Current Fee Billing	2,452.50		
		Total Fee		2,452.50	
		Total this Phase		\$2,452.50	
Phase	400	Virtual Project Coordination Meetings			
Total Fee		3,080.00			
Percent Complete	70.00	Total Earned	2,156.00		
		Previous Fee Billing	1,540.00		
		Current Fee Billing	616.00		

Project	2024001417-000	Clive Stormwater Manual Update 2024	Invoice	158323
Total Fee				616.00
Total this Phase				\$616.00
Total Due this Invoice				\$9,378.50



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: April 24, 2025

RE: Approve Pay Request #3 - Calhoun Burns & Associates - 2025 Bridge Maintenance Repair Program - \$15,483.75

SYNOPSIS:

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

Pay Estimate #3 - \$15,483.75

A breakdown of the contract status is as follows:

Contract Amount	-	\$37,825.00
Paid to Date	-	<u>\$24,868.25</u>
Contract Remaining	-	\$12,956.75

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

Attachments:

1. Pay Request #3



STATEMENT OF PROFESSIONAL SERVICES

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

March 28, 2025
Invoice No: 1756 - 3

2025 Bridge Maintenance Program
Contract Date 12/12/2024

Professional Services from February 16, 2025 to March 22, 2025

Phase 02 Final Design

Fee

Total Fee 26,875.00

Percent Complete

80.00

Total Earned

21,500.00

Previous Fee Billing

6,718.75

Current Fee Billing

14,781.25

Total Fee

14,781.25

Total this Phase

\$14,781.25

Phase 04 Admin, Coordination and Submittals

Professional Personnel

	Hours	Rate	Amount
Principal I	1.00	235.00	235.00
Senior Project Engineer IV	2.50	187.00	467.50
Totals	3.50		702.50

Total Labor

702.50

Total this Phase

\$702.50

Total this Invoice

\$15,483.75



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 24, 2025

RE: Approve Pay Request #4 - DCI Group - Construction Management Services - City Hall-Library Phase 1 Renovation Project - \$23,294.52

SYNOPSIS:

Staff recommend approval of Pay Request #4 to DCI Group for construction management services completed to date for phase 1 of the City Hall/Library Remodel Project. The demolition portion of the project is complete. HVAC/electrical are nearly complete and new walls continue to be constructed.

Construction Management Services (Fee and Staff Costs)

Estimated Contract Amount	\$ 194,947.10	(Contract Approved 12/12/24)
Pay Request #1	\$ 21,226.73	Approved 2-6-25
Pay Request #2	\$ 21,786.73	Approved 2-27-25
Pay Request #3	\$ 20,106.73	Approved 3-27-25
Pay Request #4	\$ 20,666.73	
Balance Remaining	\$ 111,160.18	

General Conditions/Reimbursements

Estimated Contract Amount	\$ 53,926.53	(Contract Approved 12/12/24)
Pay Request #1	\$ 7,434.28	Approved 2-6-25
Pay Request #2	\$ 17,010.45	Approved 2-27-25
Pay Request #3	\$ 2,564.38	Approved 3-27-25
Pay Request #4	\$ 2,627.79	
Balance Remaining	\$ 26,917.42	

Total – Pay Request #4 **\$ 23,294.52**

Acct # 350-5750-6407

Attachments:

1. DCI Invoice 4 - CH-Lib Phase 1 CMA 4-24-25



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

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

INVOICE # 10

Date: 3/31/2025
Invoice #: 23-048-10

CM Services performed:
Clive City Hall Renovation

Period Completed:
March 2025

Vendor:	Description	Amount
DCI Group	Construction	\$ 11,760.00
DCI Group	Fee	\$ 8,906.73
DCI Group	Project Reimbursables	\$ 2,627.79
TOTAL DUE:		<u>\$ 23,294.52</u>

By: _____

Date: _____

DCI GROUP						App # : 10	
						App Date: March-25	
Description of Work	Scheduled Value	Changes	Revised Value	WORK COMPLETED		Total Completed	Balance Remaining
				Previous	This Period		
Clive City Hall Renovation							
Preconstruction	\$ 37,112.00	\$ -	\$ 37,112	\$ 37,112.00	\$ -	\$ 37,112.00	\$ -
Construction - Staff	\$ 132,600.00	\$ -	\$ 132,600	\$ 36,400.00	\$ 11,760.00	\$ 48,160.00	\$ 84,440.00
CM Fee	\$ 62,347.10	\$ -	\$ 62,347	\$ 26,720.19	\$ 8,906.73	\$ 35,626.91	\$ 26,720.19
Reimbursables	\$ 59,426.53	\$ -	\$ 59,427	\$ 27,009.12	\$ 2,627.79	\$ 29,636.91	\$ -
TOTAL	\$ 291,485.63	\$ -	\$ 291,485.63	\$ 127,241.30	\$ 23,294.52	\$ 150,535.83	\$ 111,160.19

Clive City Hall Renovation								
Construction								
Personnel	Hourly Rate	Contract	Previous	This Period	Total	Balance	Cost	
Project Executive	\$ 150.00	156	51	16	67	89	\$	2,400.00
Project Manager	\$ 110.00	390	130	42	172	218	\$	4,620.00
Project Engineer	\$ 85.00	780	260	84	344	436	\$	7,140.00
Total								\$ 11,760.00

Reimbursables				
Vendor	Description	Invoice #	Amount	
DCI Group	Software		\$	871.93
DCI Group	Safety		\$	500.00
A King's Throne	Portable Toilet	156418	\$	250.70
Morgan Oaks Roll-Offs	Waste Services	20395	\$	486.92
Morgan Oaks Roll-Offs	Waste Services	20458	\$	518.24
			\$	-
			\$	-
Total			\$	2,627.79



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

Invoice

Date	Invoice #
3/17/2025	CRO156418

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

Service Address
DCI Group 1900 NW 114th St 1900 Northwest 114th Street Clive, Iowa 50325

P.O. No.	Terms	Due Date
	Net 28	4/14/2025

Quantity	Description	Rate	Amount
2	Service of Construction Unit (3/17/2025 to 4/13/2025)	90.00	180.00
2	Winter Fee	15.00	30.00
2	Environmental Fee	15.00	30.00
2	Rental of Construction Unit (3/17/2025 to 4/13/2025)	5.00	10.00
	Sales Tax	7.00%	0.70
To Pay Online www.akingsthro.com			

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

Payments/Credits	\$0.00
Total	\$250.70
Balance Due	\$250.70

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



Morgan Oaks Roll-Offs

PO Box 42305

Urbandale, IA 50323

515-901-6202

www.morganoaksrolloffs.com

james@morganoaksrolloffs.com

Invoice #20395

Bill To:

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

Job Site:

Clive City Hall
1900 NW 114th St
Clive, IA

Work Order #: 31271

Date: Mar 18, 2025

Due: Apr 17, 2025

Terms: Net 30

Date	Item / Description	Qty	Rate	Amount
3/10	30yd - Standard Standard Pricing - 30 In:Feb 17	1	250.00	250.00
3/10	Fuel Surcharge-Tier 2 Fuel Surcharge. In:Feb 17	1	20.00	20.00
3/10	Landfill Fee Per Ton. Weight: 3.74	3.74	58.00	216.92
Sub Total:				486.92
Total:				\$486.92

Payments:

Date	Payment ID	Method	Reference
Open balance (this invoice):			\$486.92

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Memo:



[Secure on-line payment](#)

James Bickford

Morgan Oaks Roll-Offs

Office: 515-901-6202

james@morganoaksrolloffs.com

www.morganoaksrolloffs.com



Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

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

Invoice #20458

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

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

Work Order #: 31353
Date: Mar 25, 2025
Due: Apr 24, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
3/18	30yd - Standard Standard Pricing - 30 In: Mar 10	1	250.00	250.00
3/18	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Mar 10	1	20.00	20.00
3/18	Landfill Fee Per Ton. Weight: 4.28	4.28	58.00	248.24
Sub Total:				518.24
Total:				\$518.24

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$518.24

James Bickford
PO Box 42305
Urbandale, IA
50323

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

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Memo

TO: Mayor and Council members

FROM:

DATE: April 24, 2025

RE: Resolution Approving Change Order #5 - Alliance Construction Group - NW 114th Street Reconstruction - \$12,005.40

SYNOPSIS:

Staff is recommending approval of Change Order #5 in the amount of \$12,005.40 to Alliance Construction Group for work performed on the above referenced project.

The change order covers extra work and adjustments for the following items.

1. Conduit relocated during Stage 1 by franchise utility remained in conflict with storm structure. It was proposed to dig back on the line 15 feet on both sides of the intake to manually relocate the line in the trench instead of having the line rebored and spliced by the provider. Utility work associated with the project is a critical path item for this Stage and coordinating on the provider's schedule would take significant time, potentially weeks, over a field adjustment which is anticipated to take 4 hours.
2. Additional hydrant replaced not originally called for on the plans. After examination of the assembly during underground work, it was determined that replacement of the existing hydrant to a modern assembly was preferred. This hydrant replacement is across from the collision center.

A breakdown of the contract status is as follows:

Amended Contract Amount - \$1,360,583.28

Change Order #5 - \$12,005.40

Revised Contract Amount - \$1,372,588.68

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

Attachments:

1. Changer Order #5
2. Resolution - Change Order No. 5



City of Clive

Change Order Details

NW 114TH STREET RECONSTRUCTION

Description	Road reconstruction from 200' west of Nw 111th to walnut creek bridge.
Prime Contractor	Alliance Construction Group, LLC 9400 Plum Dr. Urbandale, IA 50322
Change Order	5
Status	Pending
Date Created	04/16/2025
Type	Changed Conditions
Summary	Relocating private fiber and replacing existing hydrant.
Change Order Description	This change order is to cover the cost of moving fiber out of the way of storm intake and replacing an existing leaking hydrant.
Awarded Project Amount	\$1,349,523.50
Authorized Project Amount	\$1,360,583.28
Change Order Amount	\$12,005.40
Revised Project Amount	\$1,372,588.68

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 1 - Description					
0630	25-123	LS	1.000	\$2,045.700	\$2,045.70
Private utility relocation					
Reason: Utility company did not relocate fiber out of the way.					
0640	25-044	EACH	1.000	\$9,959.700	\$9,959.70
Fire Hydrant Assembly					
Reason: Existing hydrant is faulty					
2 items					Total: \$12,005.40

Mayor, City of Clive	Date
Project Engineer, Jonathan Cygan	Date
Field Engineer, Nolan Daft	Date
Contractor, Alliance Construction Group	Date

RESOLUTION NO. _____

RESOLUTION APPROVING CHANGE ORDER NO. 5
FOR ALLIANCE CONSTRUCTION GROUP
NW 114th STREET RECONSTRUCTION

WHEREAS, the City staff has determined that it is necessary to make the changes set forth in Change Order No. 5 to the contract with Alliance Construction Group in regard to the NW 114th Street Reconstruction (the “Project”); and

WHEREAS, the City Council of the City of Clive, Iowa, is desirous of approving said Change Order No. 5 and authorizing the Mayor to execute same on behalf of the City of Clive, Iowa.

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

That Change Order No. 5 to the contract with Alliance Construction Group, is hereby determined to be in the best interests of the residents of the City of Clive, Iowa, and is hereby accepted and approved by this City Council; and the Mayor is hereby authorized and directed to execute said Change Order No. 5 on behalf of the City of Clive, Iowa.

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 24, 2025

RE: Approve Pay Request #12 - Snyder & Associates - Hickman Road (US 6) and NW 161st Street Intersection Improvements Project Design - \$24,819.56

SYNOPSIS:

At the March 24, 2022 City Council meeting , the Council approved a Professional Services Agreement with Snyder & Associates for the design of the NW 161st Street and Hickman Road Intersection Improvements. This intersection includes three corners in the City of Clive (Clive) and one in the City of Waukee (Waukee). Clive and Waukee have executed a Memorandum of Understanding MOU for the design proceed with the design of the intersection improvements. The cities have agreed to share in the design and construction services costs with Clive being responsible for 75% and Waukee responsible for 25%. The consultant is providing construction some construction services for the project and submitted a request for pay in the amount of \$1,801.50.

At the May 25, 2023 City Council meeting , the Council approved a Supplemental Professional Services Agreement with Snyder & Associates for the design of Phase 2 of the NW 161st Street and Hickman Road Intersection Improvements, which includes the design of the Legacy Pointe south of the intersection. The division of the costs between Clive and Waukee will be determined after the design is completed and will be based on the amount of work each City is responsible for.

Staff recommends approval of Pay Request #12, in the amount of \$24,819.56, to Snyder & Associates, for professional services completed on the design for the Hickman Road and NW 161st Street Intersection Improvements Project and on the design of Phase 2 of the Hickman Road and NW 161st Street Intersection Improvements Project.

Pay Request Summary

Approved Agreement Amount (3/24/22)	\$ 76,200.00
Pay Request #1 (10/27/22)	\$ 9,186.25
Pay Request #2 (10/27/22)	\$ 27,248.50
Pay Request #3 (12/08/22)	\$ 8,324.50
Pay Request #4 (01/12/23)	\$ 7,853.75
Pay Request #5 (01/12/23)	\$ 5,567.75
Pay Request #6 (05/25/23)	\$ 3,846.00
Pay Request #7 (05/25/23)	\$ 2,573.25
Pay Request #8 (08/10/23)	\$ 3,689.65
Pay Request #9 (09/14/23)	\$ 3,817.08
Pay Request #10 (10/12/23)	\$ 824.00
Pay Request #11 (12/14/23)	\$ 1,801.50
Pay Request #12 (04/24/25)	\$ 1,467.77
Total Requested to Date	\$ 76,200.00

Amount paid previously	\$ 74,732.23
Amount due this pay request	\$ 1,467.77
Amount remaining on Agreement	\$ 0.00
Approved Supplemental Agreement #1 (5/25/23)	\$ 60,000.00
Approved Supplemental Agreement #2 (10/10/23)	\$ 3,500.00
Approved Supplemental Agreement #3 (1/9/25)	\$ 21,000.00
Total Approved Supplemental Agreements	\$ 84,500.00
Pay Request #9 (09/14/23)	\$ 16,085.43
Pay Request #10 (10/12/23)	\$ 28,290.50
Pay Request #11 (12/14/23)	\$ 8,999.50
Pay Request #12 (04/24/25)	\$ 23,351.79
Total Requested to Date	\$ 76,727.22
Amount paid previously	\$ 53,375.43
Amount due this pay request	\$ 23,351.79
Amount remaining on Supplemental Agreement	\$ 7,772.78
Total Amount due this pay request (Original + Supplemental)	\$ 24,819.56

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

Attachments:

1. 04-24-25 - Pay Request #12 - NW 161st & Hickman Intersection Improvements Design - Snyder & Associates - \$24,819.56



INVOICE FOR PROFESSIONAL SERVICES

March 28, 2025

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

Invoice No: 122.0596.01 - 12

Resolution No. 2022-088

Email jmay@cityofclive.com
jhagelie@cityofclive.com

Project 122.0596.01 Hickman Rd & NW 161St Intersection Improvements

Professional Services through February 28, 2025

Basic Services

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	64,600.00	64,600.00
Limit			64,600.00
Phase Subtotal			0.00
	Total	Prior	Current
Billings to Date	64,600.00	64,600.00	0.00

Construction Services

	Hours	Rate	Amount
Engineer VIII	6.00	181.00	1,086.00
Project Manager VII	.50	172.00	86.00
Engineer VI	1.00	163.00	163.00
Technician VII	1.00	113.00	113.00
Technician II	1.00	69.00	69.00
Total Services	9.50		1,517.00
Total Services			1,517.00
Billing Limits	Current	Prior	To-Date
Total Billings	1,517.00	10,132.23	11,649.23
Limit			11,600.00
Adjustment			-49.23
Phase Subtotal			\$1,467.77
	Total	Prior	Current
Billings to Date	11,600.00	10,132.23	1,467.77

Supplemental Services

	Hours	Rate	Amount
Engineer VIII	.50	192.00	96.00
Engineer VI	66.00	173.00	11,418.00
Engineer V	14.00	161.00	2,254.00
Engineer III	33.00	137.00	4,521.00
Engineer II	19.00	123.00	2,337.00
Engineer I	21.50	109.00	2,343.50

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	122.0596.01	Clive-HickmanRd&NW161stInterImprov			Invoice	12
Technician VI		3.00	108.00		324.00	
Total Services		157.00			23,293.50	
Total Services						23,293.50
Employee Mileage					40.87	
Total Expenses						40.87
Fleet Mileage						17.42
Billing Limits		Current	Prior	To-Date		
Total Billings		23,351.79	53,375.43	76,727.22		
Limit				84,500.00		
Remaining				7,772.78		
				Phase Subtotal		\$23,351.79
Billings to Date	Total	Prior	Current			
	76,727.22	53,375.43	23,351.79			
					Amount Due this Invoice	<u>\$24,819.56</u>
Billings to Date	Total	Prior	Current			
	152,927.22	128,107.66	24,819.56			

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Todd Knox

March 24, 2025

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

RE: PROGRESS REPORT NO. 12
US 6 & NW 161ST ST INTERSECTION IMPROVEMENTS
PROJECT NO.: 122.0596.01

Dear Mr. May:

This is the 12th and final progress report for the above-referenced project. This report covers work from the October 1, 2023 through November 30th, 2024. During this period, construction was completed fall phases of the project.

Should you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

SNYDER & ASSOCIATES, INC.



Todd Knox
Project Manager



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: April 24, 2025

RE: Resolution Approving Memorandum of Understanding with Day Camp Adventures for 2025 Park Shelter Usage

SYNOPSIS:

For the past several years, Day Camp Adventures (DCA) has utilized Clive park shelters as DCA camp host sites. As part of the memorandum of understanding (MOU), the city provides access to the park shelters in Campbell Park, Country Club Glen Park, Wildwood Park, Stonegate Park and the Porter Greenbelt Shelter between 7:00-9:00am and 4:00-6:00pm from June 2 to August 15.

In exchange for the use of the shelters during those time periods, DCA provides the city with a \$5,000 donation.

DCA has been flexible with regard to the City of Clive's programming needs, and this partnership is beneficial for both the City and DCA. Many Clive families utilize the DCA program for summer day care purposes. Staff recommends approval of this MOU.

Attachments:

1. Resolution
2. Clive / Day Camp Adventures Agreement

RESOLUTION NO. _____

RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING WITH DAY CAMP
ADVENTURES FOR 2025 CLIVE PARK SHELTER USAGE

WHEREAS, Day Camp Adventures is an organization that provides summer day camp programs in Iowa with an address of P.O. Box 297, Waukee, Iowa 50263;

WHEREAS, Day Camp Adventures requests use of Clive's five open-air park shelters; and

WHEREAS, the City has been pleased with past similar agreements and usage; and

WHEREAS, the City and Day Camp Adventures both agree to the Memorandum of Understanding outlining park shelter usage from Monday, June 2, 2025 through Friday, August 15.

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

That the Memorandum of Understanding with Day Camp Adventures 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

**MEMORANDUM OF UNDERSTANDING
BETWEEN DAY CAMP ADVENTURES and THE CITY OF CLIVE, IOWA**

WHEREAS, Day Camp Adventures ("Provider") is an organization that provides summer day camp programs in Iowa with an address of P.O. Box 297, Waukee, IA 50263; and

WHEREAS, The City of Clive ("Clive") is a municipality under the Code of Iowa; and

WHEREAS, Clive, has park shelters; and

WHEREAS, Day Camp Adventures requests to use park shelters owned and maintained by the City.

NOW THEREFORE, the parties enter into this Memorandum of Understanding and agree as follows:

1. Clive agrees to provide access to park shelters at the following locations starting Monday, June 2, 2025, through Friday, August 15, 2025; Monday through Friday; from 7:00-9:00am and 4:00-6:00pm at
 - Campbell Park
 - Country Club Glen Park
 - Wildwood Park
 - Stonegate Park
 - Porter Greenbelt Shelter

Schedules for the following years will be established annually no later than March 1.

2. Day Camp Adventures agrees to provide a \$5,000 annual donation to the City of Clive with the year's payment due no later than September 1, 2025, for the use of these shelters.
3. Clive Aquatic Center Admittance: Day Camp Adventures agrees to pay \$6 per person. This is consistent with Clive's 2025 [Day Care and Group Visit admission pricing](#).
4. Day Camp Adventures shall ensure that any agents, including any subcontractors to whom it provides services, agree to the same restrictions and conditions that are set forth under this Memorandum of Understanding and any Contract with Clive.
5. This Memorandum of Understanding shall be in effect from and after June 2, 2025, through August 15, 2025, or upon written termination by either party. This agreement has the option of being extended for an additional three years if both parties agree to extended terms at that time.

Dated: March 31, 2025

City of Clive

By: _____

Mayor, City of Clive

Day Camp Adventures

By:  _____

Adam Nidey, Owner



Memo

TO: Mayor and Council members

FROM: Jeff May, Public Works Director

DATE: April 24, 2025

RE: Resolution Approving Professional Services Agreement - Calhoun-Burns and Associates - 2025 Bridge Inspection and Load Rating Program - \$4,350.00

SYNOPSIS:

The City is required to conduct biennial inspections of the bridges in the City of Clive. Calhoun-Burns and Associates (CBA) has completed the required inspections previously and has submitted a proposal to complete the City's 2025 Biennial Bridge Inspection Program as required by the Iowa Department of Transportation.

The work will consist of the evaluation of seven bridges and two culverts (considered bridges by definition) and completion and submittal of documents required to be provided to the Iowa Department of Transportation as defined in Attachment "A" of the agreement.

In addition, the Federal Highway Administration (FHA), is requiring communities to review and evaluate bridges for Emergency Vehicles (EVs). This work is defined in Attachment "B" of the agreement. An email has been sent, that includes reference and guidelines to accomplish the work via a final report due to the IDOT Bridges and Structures Bureau. In addition, the Iowa DOT has an All Systems Overweight Permit that requires our bridges to be analyzed for proposed permit. Since these are new requirements, Calhoun-Burns is unsure of the time needed to complete this work. They are estimating between \$2,500 and \$4,000. Once they have completed the work, we will process an addendum to cover that work.

CBA proposes to perform work at a lump sum cost of \$4,350.00. Staff recommends approval of this Professional Services Agreement with Calhoun-Burns and Associates, Inc.

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

Attachments:

1. Resolution - 04-24-25 - 2025 Biennial Bridge Inspection Services Agreement - Calhoun-Burns
2. 04-24-25 - 2025 Bridge Inspection Program Agreement - Calhoun-Burns - \$4,350.00

RESOLUTION NO. _____

**RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT
FOR 2025 BIENNIAL CLIVE BRIDGE INSPECTION PROGRAM**

WHEREAS, the City of Clive, herein after referred to as the City, is required to complete biennial inspections of the bridges in Clive; and

WHEREAS, the City is desirous of acquiring services to complete the biennial inspections of the bridges; and

WHEREAS, Calhoun-Burns and Associates, Inc. has submitted a proposal to perform the required engineering services relating to the inspections of Clive's bridges; and

WHEREAS, the City has reviewed the Proposal submitted by Calhoun-Burns and Associates for professional services to complete the bridge inspections and would like to secure their services.

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

That the professional services agreement with Calhoun-Burns and Associates, Inc. regarding the Biennial Bridge Inspection Program be and 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.

CITY OF CLIVE, IOWA

By: _____
John Edwards, Mayor

ATTEST:

By: _____

Matthew Graham, City Clerk

AGREEMENT

THIS IS AN AGREEMENT effective as of _____, 2025 ("Effective Date") between the City of Clive, Iowa ("City") and Calhoun-Burns and Associates, West Des Moines, Iowa ("Engineer"). Engineer agrees to provide the services described below to City for 2025 bridge inspection and load rating in the City of Clive, Iowa ("Assignment").

Description of Engineer's Services:

- Routine visual inspection of eight (8) bridges - Attachment A
- Element level inspection of one (1) bridge – Attachment A
- Above work includes updating Iowa Legal Rating Truck load rating calculations and certifications as required following field inspections.
- Initial Emergency Vehicle (EV) and All Systems Overweight Permit analysis, rating and coordination of nine (9) bridges- Attachment A
- Above work will be in accordance with Iowa Department of Transportation and Federal Highway Administration guidelines and requirements.

City and Engineer further agree as follows:

1.01 Basic Agreement

A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement, and City shall pay Engineer for such Services as set forth in Paragraph 9.01.

2.01 Payment Procedures

A. *Preparation of Invoices.* Engineer will prepare a monthly invoice in accordance with Engineer's standard invoicing practices and submit the invoice to City.

B. *Payment of Invoices.* Invoices are due and payable within 30 days of receipt. If City fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, Engineer may, without liability, after giving seven days written notice to City, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges.

3.01 Additional Services

A. If authorized by City, or if required because of changes in the Assignment, Engineer shall furnish services in addition to those set forth above.

B. City shall pay Engineer for such additional services as follows: For additional services of Engineer's employees engaged directly on the Assignment an amount equal to the cumulative hours charged to the Assignment by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any.

4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.

b. By Engineer:

1) upon seven days written notice if Engineer believes that Engineer is being requested by City to furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or

2) upon seven days written notice if the Engineer's services for the Assignment are delayed or suspended for more than 90 days for reasons beyond Engineer's control.

3) Engineer shall have no liability to City on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by City effective upon the receipt of notice by Engineer.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Assignment materials in orderly files.

5.01 Controlling Law

A. This Agreement is to be governed by the law of the State of Iowa.

6.01 Successors, Assigns, and Beneficiaries

A. Neither City nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its Citys may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents.

C. To the fullest extent permitted by law, City and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and Citys, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Assignment, and (2) agree that Engineer's total liability to City under this Agreement shall be limited to \$10,000.00 or the total amount of compensation received by Engineer, whichever is greater.

D. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Assignment affected thereby until City: (i) retains appropriate specialist Citys or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

8.01 Total Agreement

A. This Agreement (consisting of pages 1 to 4 inclusive together with any expressly incorporated appendix), constitutes the entire agreement between City and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

9.01 Payment

A. Using the procedures set forth in paragraph 2.01, City shall pay Engineer as follows:

- | | |
|---|--------------------------|
| 1. Routine Visual Inspection: | Lump Sum = \$ 3,700.00 |
| 2. Element Level Inspection and Reporting: | Lump Sum = \$ 650.00 |
| 3. Initial Emergency Vehicle (EV) and All Systems
Overweight Permit Analysis, Rating and
Coordination, and SNBI conversion: | At Current Hourly Rates. |

B. The Engineer's compensation is conditioned on the time to complete the Assignment not exceeding six (6) months. Should the time to complete the assignment be extended beyond this period, total compensation to Engineer shall be appropriately adjusted.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

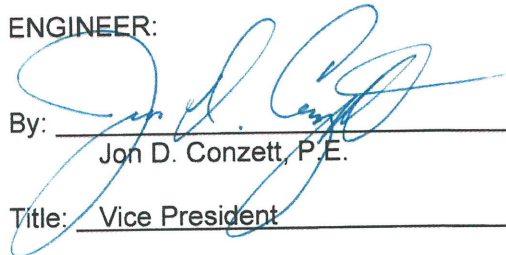
CITY:

By: _____
John Edwards

Title: Mayor

Date: _____

ENGINEER:

By:  _____
Jon D. Conzett, P.E.

Title: Vice President

Date: 3/31/25



ATTACHMENT A

LIST OF STRUCTURES FOR CITY OF CLIVE, IOWA BRIDGE INSPECTION AND RATING PROGRAM - 2025

1. List of Structures for Routine Visual Inspection and Reporting

FHWA No.	Street Name	FHWA No.	Street Name
002401	NW 114 th Street	504415	NW 128 th Street (South Bound)
131601	Alice's Road	504850	NW 128 th Street (North Bound)
504060	NW 100 th Street (North Bound)	505665	Westgate Parkway
504110	NW 100 th Street (South Bound)	-----	Country Club Boulevard*

Note:

*The City considers this a private lake outlet structure. Visual inspection limited to that portion of the structure beneath the street pavement and shoulders.

2. List of Structures for Element Level Visual Inspection and Reporting

FHWA No.	Street Name
002411	NW 86 th Street

3. List of Structures for Initial Emergency Vehicle (EV) and All Systems Overweight Permit Analysis and Rating

FHWA No.	Street Name	FHWA No.	Street Name
002401	NW 114 th Street	504415	NW 128 th Street (South Bound)
002411	NW 86 th Street	504850	NW 128 th Street (North Bound)
131601	Alice's Road	505665	Westgate Parkway
504060	NW 100 th Street (North Bound)	-----	Country Club Boulevard
504110	NW 100 th Street (South Bound)		

City to provide information requested on Attachment B for EV analysis and rating (received).

City to provide designated truck route map/information for All Systems Overweight Permit Analysis and Rating.



ATTACHMENT B

To: City Bridge Inspection Clients

RE: Evaluating Bridges for Emergency Vehicles (EVs)

On July 18, 2023, the Iowa Department of Transportation Local Systems Bureau sent a reminder email to cities and counties (local public agencies) regarding a recent Federal Highway Administration requirement to review and evaluate bridges for Emergency Vehicles (EVs). The email contained reference and guidelines to accomplish this requirement via a final report due to IDOT Bridges and Structures Bureau by December 31, 2025. We intend to assist you with this task as part of our Agreement for your 2025 Bridge Inspection Program.

We understand that in emergency situations there is a need for a timely response that may involve different emergency vehicles coming from one or more facilities within your community. Taking a realistic approach to minimize the number of bridges that need to be reviewed and the amount of information that is needed from each fire station is appropriate. Therefore, setting some criteria, even if it creates conditions that may nominally exceed normal legal load levels in some situations, is appropriate.

The IDOT memo indicates bridges need to be evaluated when the weight of the emergency vehicles are comparable to the EV2 and EV3 rating vehicles in the federal FAST Act. Based on an initial conversation with a fire equipment provider, it is anticipated that a majority of the rural volunteer fire departments likely will not have equipment that is nearing the EV2 and EV3 vehicles in the federal FAST Act.

We recommend that you contact the fire departments that serve your City, both from within and as part of your mutual aid agreements. Initial questions for you to ask each fire department:

1. Do you have equipment with a **steer axle** greater than 19,000 lbs.?
2. Do you have equipment with a **single rear axle** greater than 23,000 lbs.?
3. Do you have equipment with a **tandem rear axle** greater than 46,000 lbs. (23,000 lbs. per axle)?
4. For any vehicles that have axle weights that exceed what is noted in 1-3 above please provide the vehicles actual axle spacings and corresponding weights.
5. Large trucks are required to have a manufacturer's Gross Vehicle Weight sticker (GVW), often found on the door of the vehicle, that shows axle weights. If your vehicle has been modified, provide axle weights from a scale instead.
6. Please provide the service area for the vehicle(s) that you are providing information requested in item

With this information we can look at the impacts of these larger pieces of equipment on your bridge system. In addition to the review of legal bridges in a set service area, the emergency departments should consider how routing and access is accomplished to locations where there are posted bridges. The gross load posting or the top pictorial on the 3 truck sign would be appropriate for comparing the gross weight of emergency vehicles on posted bridges.

Coordinating this effort for our city and county clients will be Lowell Miller and Juli Redmond. As you might expect, this will be a tremendous effort for all involved. Your attention to this matter and soliciting the needed information discussed above will be key to accomplishing this task and submitting the required report to IDOT by the stated deadline. Thank you for your assistance!



ATTACHMENT C

2025 HOURLY BILLING RATES (EFFECTIVE JUNE 2024)

PRINCIPAL OF FIRM IV	\$ 267.00 / HOUR
PRINCIPAL OF FIRM III	\$ 257.00 / HOUR
PRINCIPAL OF FIRM II	\$ 247.00 / HOUR
PRINCIPAL OF FIRM I	\$ 235.00 / HOUR
SENIOR PROJECT MANAGER IV	\$ 218.00 / HOUR
SENIOR PROJECT MANAGER III	\$ 209.00 / HOUR
SENIOR PROJECT MANAGER II	\$ 204.00 / HOUR
SENIOR PROJECT MANAGER I	\$ 198.00 / HOUR
PROJECT MANAGER IV	\$ 201.00 / HOUR
PROJECT MANAGER III	\$ 196.00 / HOUR
PROJECT MANAGER II	\$ 191.00 / HOUR
PROJECT MANAGER I	\$ 185.00 / HOUR
SENIOR PROJECT ENGINEER IV	\$ 187.00 / HOUR
SENIOR PROJECT ENGINEER III	\$ 182.00 / HOUR
SENIOR PROJECT ENGINEER II	\$ 168.00 / HOUR
SENIOR PROJECT ENGINEER I	\$ 155.00 / HOUR
PROJECT ENGINEER IV	\$ 174.00 / HOUR
PROJECT ENGINEER III	\$ 161.00 / HOUR
PROJECT ENGINEER II	\$ 152.00 / HOUR
PROJECT ENGINEER I	\$ 135.00 / HOUR
SENIOR DESIGN ENGINEER IV	\$ 151.00 / HOUR
SENIOR DESIGN ENGINEER III	\$ 139.00 / HOUR
SENIOR DESIGN ENGINEER II	\$ 131.00 / HOUR
SENIOR DESIGN ENGINEER I	\$ 118.00 / HOUR
DESIGN ENGINEER IV	\$ 143.00 / HOUR
DESIGN ENGINEER III	\$ 136.00 / HOUR
DESIGN ENGINEER II	\$ 129.00 / HOUR
DESIGN ENGINEER I	\$ 120.00 / HOUR
ENGINEER INTERN	\$ 102.00 / HOUR
SENIOR ENGINEERING TECHNICIAN IV	\$ 157.00 / HOUR
SENIOR ENGINEERING TECHNICIAN III	\$ 149.00 / HOUR
SENIOR ENGINEERING TECHNICIAN II	\$ 143.00 / HOUR
SENIOR ENGINEERING TECHNICIAN I	\$ 136.00 / HOUR
ENGINEERING TECHNICIAN IV	\$ 134.00 / HOUR
ENGINEERING TECHNICIAN III	\$ 131.00 / HOUR
ENGINEERING TECHNICIAN II	\$ 124.00 / HOUR
ENGINEERING TECHNICIAN I	\$ 120.00 / HOUR
OFFICE COORDINATOR	\$ 122.00 / HOUR
ADMINISTRATIVE ASSISTANT IV	\$ 117.00 / HOUR
ADMINISTRATIVE ASSISTANT III	\$ 112.00 / HOUR
ADMINISTRATIVE ASSISTANT II	\$ 108.00 / HOUR
ADMINISTRATIVE ASSISTANT I	\$ 101.00 / HOUR
MILEAGE:	CURRENT IRS STANDARD RATE
EXPENSES:	ACTUAL COST

**HOURLY RATES SHALL BE ADJUSTED ANNUALLY IN ACCORDANCE WITH
CONSULTING ENGINEERS' NORMAL BUSINESS PRACTICE.**



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: Resolution approving professional services agreement for audit services for FY 2025-2029 with Eide Bailly LLP

SYNOPSIS:

Requests for proposals (RFPs) for auditing services covering fiscal years 2025 through 2029 were sent to twelve firms. Two firms responded but did not submit proposals: one cited limited capacity, and the other chose not to participate due to our funding level falling below their standard threshold.

We received proposals from the following firms:

- Eide Bailly LLP
- Mauldin & Jenkins Certified Public Accountants

Each proposal was evaluated based on several criteria, including the firm's organizational structure, the office responsible for the audit, recent experience with similar clients, qualifications of the audit team, opportunities for additional services or consultation, and overall understanding of the scope and timeline of the work. Based on these factors, Eide Bailly ranked highest.

Cost was also a factor in our evaluation. We considered both the total bid and the number of hours each firm estimated for the work. While Mauldin & Jenkins offered the lowest hourly rate, they noted this rate was heavily discounted as part of their effort to enter the Iowa market, raising concerns about the sustainability of a long-term relationship. In contrast, Eide Bailly's proposed fees were reasonable and consistent with what the City has paid in recent years.

Eide Bailly has been the City's auditor for the past five years. Their team has consistently demonstrated responsiveness, accessibility, and a collaborative approach. Their support throughout the year, especially around emerging reporting requirements and best practices, has been instrumental in helping the finance team remain informed and efficient. This ongoing relationship has resulted in a streamlined audit process and a strong mutual understanding between our teams.

Eide Bailly's proposal was thorough, and references confirmed their high-quality service. The audit team they proposed is similar to those serving the cities of West Des Moines and Urbandale—two municipalities with whom we collaborate regularly. Their familiarity with our joint initiatives would reduce the onboarding time needed to understand our operations. Eide Bailly has served Urbandale since 2005 and audited West Des Moines from 2013 to 2020. Their home office is in Dubuque, with a Des Moines office established in 2017, giving them a strong local presence. Mauldin & Jenkins, in contrast, is headquartered in Atlanta, Georgia, and has only completed one audit in Iowa: the city of Dubuque.

City staff recommends approving a service agreement with Eide Bailly LLP for auditing services for fiscal years 2025 through 2029.

Attachments:

1. Res approve audit services agreement Eide Bailly
2. Agreement-Eide Bailly

RESOLUTION NO. _____

RESOLUTION APPROVING AUDIT SERVICES AGREEMENT
WITH EIDE BAILLY LLP

WHEREAS, the City sent Requests for Proposals to various firms for professional audit services; and

WHEREAS, upon review of the proposals received, the City of Clive desires to enter into an agreement with respect to professional audit services for Fiscal Year 2024 - Fiscal Year 2029.

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

That the agreement with Eide Bailly LLP, for professional audit services for a period of five years beginning with Fiscal Year 2024 through Fiscal Year 2029, be and 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 24th day of April 2025.

By _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

AGREEMENT BETWEEN

**THE CITY OF CLIVE
AND
EIDE BAILLY LLP**

THIS AGREEMENT made and entered into this 24th day of April 2025, by and between The City of Clive, hereinafter called “City” and Eide Bailly, LLP, hereinafter called “Auditor.”

WHEREAS, the City wishes to obtain the services of the Auditor to perform an audit in accordance with Section 11.6, Code of Iowa, for a five-year period beginning with the fiscal year ending June 30, 2025; and

WHEREAS, the Auditor is equipped and staffed to perform the above audit; and

WHEREAS, this agreement is in the public interest in fulfilling the requirements of Chapter 11 of the Code of Iowa.

NOW, THEREFORE, BE IT UNDERSTOOD AND AGREED:

Services of the Auditor

- A. Provide auditors of various classifications and for the estimated hours as detailed in this agreement.
- B. Begin work on the audit as specifically agreed upon with the City.
- C. Perform all work in accordance with U.S. generally accepted auditing standards, Government Auditing Standards, and applicable federal requirements.
- D. Immediately inform the City, the Auditor of State, and County Attorney if the audit discloses any irregularity in the collection or disbursement of public funds.
- E. Provide access to the working papers to any appropriate federal agencies for the period of time specified in relevant agreements entered into by the City.
- F. Provide access to the working papers to the Auditor of State in accordance with Chapter 11 of the Code of Iowa.

Conditions of Payment

- A. The Auditor shall present an invoice for services by the first day of each month for services provided.
- B. The City shall provide payment within thirty (30) days of receipt of the invoice.
- C. The total reimbursement for the audit performed for each fiscal year shall not exceed the following amounts except as specifically agreed by the City and the Auditor:

Fiscal Year 2024/25	\$28,500
Fiscal Year 2025/26	\$30,600
Fiscal Year 2026/27	\$32,800
Fiscal Year 2027/28	\$35,250
Fiscal Year 2028/29	\$37,800

Termination of Agreement

- A. The City may terminate this contract without notice if the Auditor fails to fulfil the covenants or agreements contained herein. Such termination shall be effective upon the Auditor's receipt of written notice of termination.
- B. The City may terminate this agreement on or before June 1 of any year in which this agreement remains in effect by mailing written notice on or prior to June 1. Any such termination shall only terminate this agreement with respect to new audits beginning after the date such notice is given.
- C. The Auditor shall be paid for all work satisfactorily performed to the date of termination.
- D. If not sooner terminated, this agreement shall expire upon the Auditor's completion of the City's audit for the fiscal year ending June 30, 2029.

IT WITNESS THEREOF, the City of Clive and the Auditor have executed this AGREEMENT as of the date indicated below:

Auditor	City of Clive
By _____	By _____
Title _____	Title _____
Date _____	Date _____



Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: April 24, 2025

RE: Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 96 - 4300 NW 168th Court

SYNOPSIS:

The owners of 4300 NW 168th Court have requested approval to install a fence within the Surface Water Flowage Easement on the subject property. Staff have reviewed the request and determined that the fence should not have a negative impact on said easement.

In accordance with the staff requirement, the property owners have executed the attached First Amendment to Surface Water Flowage Easement which outlines additional responsibilities associated with the improvement within the easement area. Staff would recommend that Council approve the document so that it can be recorded with the county.

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. Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 96 - 4300 NW 168th

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO SURFACE WATER FLOWAGE EASEMENT FOR
LOT 96 IN WALNUT CREEK HILLS OF CLIVE PLAT 2
4300 NW 168TH CT

WHEREAS, the owners of Lot 96 in Walnut Creek Hills of Clive Plat 2 in the City of Clive, Iowa (the “Property”) have submitted to the City of Clive a First Amendment to Surface Water Flowage Easement to permit the installation of a fence within the easement area on the Property; and

WHEREAS, City desires to accept the First Amendment to Surface Water Flowage Easement.

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

That the First Amendment to Surface Water Flowage Easement (“First Amendment”) regarding Lot 96, Walnut Creek Hills of Clive Plat 2, is hereby accepted and approved by the City Council of the City of Clive, that the Mayor is hereby authorized to execute such First Amendment on behalf of the City, and the City Clerk to attest to his signature, and that the City Clerk is hereby authorized and directed to file the First Amendment with the Dallas County Recorder.

PASSED AND APPROVED this 24th day of April 2025.

By:

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

Preparer Information: Kelly Rivera, 1900 NW 114th ST, Clive, Iowa 50325 Phone (515) 223-6221
Return to: Matthew D. Graham, City Clerk, City of Clive, 1900 NW 114th ST, Clive, Iowa 50325 (515) 223-6220

FIRST AMENDMENT TO SURFACE WATER FLOWAGE EASEMENT

This First Amendment to Surface Water Flowage Easement ("First Amendment") is entered into by and between Travis Klosterman and Stephanie Klosterman ("Property Owners") and the City of Clive, Iowa, a municipal corporation (hereinafter called "City").

WHEREAS, Property Owners own that property legally described as:

Lot 96 of Walnut Creek Hills of Clive Plat 2 (4300 NW 168th CT), an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa ("Property").

WHEREAS, Walnut Creek Hills Land Co., L.C., an Iowa corporation, a predecessor in title to the Property Owners, granted that certain Surface Water Flowage Easement, dated October 12, 2005 recorded on November 3, 2005, in Book 2005, Page 18855, in the real property records of Dallas County, Iowa (the "Easement") to the City, which prohibited the erection of any structure within the easement area.

WHEREAS, the Property Owners desire to install a fence on the Property, which encroaches into the easement area, and the City has agreed to consent to the installation of the fence within the easement area, subject to the conditions set forth in Section 2 of this Amendment.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, the parties hereto do hereby agree as follows:

1. **CITY CONSENT TO INSTALLATION OF FENCE.** The Easement prohibits Property Owners from locating any structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City. Property Owners desire to install a fence within the easement area. The City hereby consents to the installation of the fence which is located within the Easement Area, provided that the Property Owners install and maintain the fence such that it does not impede the flow of storm/surface water within the easement area.

2. **MAINTENANCE AND LIABILITY.** The Property Owners acknowledge and agree that in the event that the City exercises its rights under the Easement, including the rights to

construct, reconstruct, repair, replace, enlarge, inspect and maintain the area, the City's duty of restoration for the easement area shall be limited to grading and replacing grass. In no event shall the City be responsible for any reconstruction, replacement, repair or maintenance of the fence or any improvements or structure located within the easement area.

Additionally, the Property Owners acknowledge and agree that the fence's lowest horizontal member shall be a minimum of 4" above grade or shall be open style to allow the conveyance of storm water through the easement. A gate shall be placed within the easement on the south side of the property and shall not be blocked with landscaping, etc. The gate shall swing inward and remain unlocked to allow staff access.

3. NO OTHER CHANGE. Except as amended herein, each and every term, condition, warranty and provision of the Easement shall remain in full force and effect, and such are hereby ratified, confirmed and approved by the parties hereto.

4. RUNS WITH THE LAND. This First Amendment shall be deemed to run with the land and shall be binding on the Property Owners and on the Property Owners' heirs, successors and assigns.

5. APPROVAL BY CITY COUNCIL. This First Amendment shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this First Amendment by the City Clerk.

The Property Owner does HEREBY COVENANT with the City that (i) the Property Owners hold said real estate described in this First Amendment by title in fee simple; (ii) that the Property Owners have good and lawful authority to convey the same; and (iii) the Property Owners covenant to WARRANT AND DEFEND the said premises against the claims of all persons whomsoever.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Signed this 14th day of April 2025.

PROPERTY OWNERS



Travis Klosterman



Stephanie Klosterman

STATE OF IOWA)
) SS
COUNTY OF Polk)

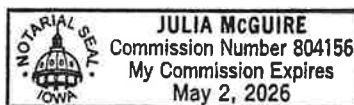
On this 14th day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Travis Klosterman, to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Kelly Rivera
Notary Public in and for the
State of Iowa
My Commission expires May 28, 2027

STATE OF IOWA)
) SS
COUNTY OF Polk)

On this 11 day of April 2025 before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Stephanie Klosterman, to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Julia McGuire
Notary Public in and for the
State of Iowa
My Commission expires May 2, 2026

CITY OF CLIVE

By: _____
John Edwards, Mayor

Attest:

Matthew D. Graham
City Clerk

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this ____ day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Edwards and Matthew D. Graham, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and the City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council, under Roll Call of the City Council on the 24th day of April, 2025, and that John Edwards and Matthew D. Graham acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the
State of Iowa

My Commission expires _____



Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: April 24, 2025

RE: Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 13 - 4509 NW 164th Street

SYNOPSIS:

The owners of 4509 NW 164th Street have requested approval to install a fence within the Surface Water Flowage Easement on the subject property. Staff have reviewed the request and determined that the fence should not have a negative impact on said easement.

In accordance with the staff requirement, the property owners have executed the attached First Amendment to Surface Water Flowage Easement which outlines additional responsibilities associated with the improvement within the easement area. Staff would recommend that Council approve the document so that it can be recorded with the county.

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. Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 13 - 4509 NW 164th Street

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO SURFACE WATER FLOWAGE EASEMENT FOR
LOT 13 IN WALNUT CREEK HILLS OF CLIVE PLAT 2
4509 NW 164TH ST

WHEREAS, the owners of Lot 13 in Walnut Creek Hills of Clive Plat 2 in the City of Clive, Iowa (the “Property”) have submitted to the City of Clive a First Amendment to Surface Water Flowage Easement to permit the installation of a fence within the easement area on the Property; and

WHEREAS, City desires to accept the First Amendment to Surface Water Flowage Easement.

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

That the First Amendment to Surface Water Flowage Easement (“First Amendment”) regarding Lot 13, Walnut Creek Hills of Clive Plat 2, is hereby accepted and approved by the City Council of the City of Clive, that the Mayor is hereby authorized to execute such First Amendment on behalf of the City, and the City Clerk to attest to his signature, and that the City Clerk is hereby authorized and directed to file the First Amendment with the Dallas County Recorder.

PASSED AND APPROVED this 24th day of April 2025.

By:

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

Preparer Information: Kelly Rivera, 1900 NW 114th ST, Clive, Iowa 50325 Phone (515) 223-6221
Return to: Matthew D. Graham, City Clerk, City of Clive, 1900 NW 114th ST, Clive, Iowa 50325 (515) 223-6220

FIRST AMENDMENT TO SURFACE WATER FLOWAGE EASEMENT

This First Amendment to Surface Water Flowage Easement ("First Amendment") is entered into by and between James Denman and Sherry Kimm-Denman ("Property Owners") and the City of Clive, Iowa, a municipal corporation (hereinafter called "City").

WHEREAS, Property Owners own that property legally described as:

Lot 13 of Walnut Creek Hills of Clive Plat 2 (4509 NW 164th ST), an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa ("Property").

WHEREAS, Walnut Creek Hills Land Co., L.C., an Iowa corporation, a predecessor in title to the Property Owners, granted that certain Surface Water Flowage Easement, dated October 12, 2005 recorded on November 3, 2005, in Book 2005, Page 18855, in the real property records of Dallas County, Iowa (the "Easement") to the City, which prohibited the erection of any structure within the easement area.

WHEREAS, the Property Owners desire to install a fence on the Property, which encroaches into the easement area, and the City has agreed to consent to the installation of the fence within the easement area, subject to the conditions set forth in Section 2 of this Amendment.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, the parties hereto do hereby agree as follows:

1. **CITY CONSENT TO INSTALLATION OF FENCE.** The Easement prohibits Property Owners from locating any structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City. Property Owners desire to install a fence within the easement area. The City hereby consents to the installation of the fence which is located within the Easement Area, provided that the Property Owners install and maintain the fence such that it does not impede the flow of storm/surface water within the easement area.

2. **MAINTENANCE AND LIABILITY.** The Property Owners acknowledge and agree that in the event that the City exercises its rights under the Easement, including the rights to

construct, reconstruct, repair, replace, enlarge, inspect and maintain the area, the City's duty of restoration for the easement area shall be limited to grading and replacing grass. In no event shall the City be responsible for any reconstruction, replacement, repair or maintenance of the fence or any improvements or structure located within the easement area.

Additionally, the Property Owners acknowledge and agree that the fence's lowest horizontal member shall be a minimum of 4" above grade or shall be open style to allow the conveyance of storm water through the easement. Gates shall be placed within the easement on the north and south sides of the property and shall not be blocked with landscaping, etc. The gates shall swing inward and remain unlocked to allow staff access.

3. NO OTHER CHANGE. Except as amended herein, each and every term, condition, warranty and provision of the Easement shall remain in full force and effect, and such are hereby ratified, confirmed and approved by the parties hereto.

4. RUNS WITH THE LAND. This First Amendment shall be deemed to run with the land and shall be binding on the Property Owners and on the Property Owners' heirs, successors and assigns.

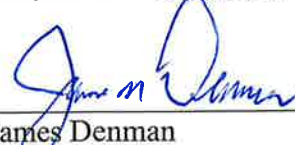
5. APPROVAL BY CITY COUNCIL. This First Amendment shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this First Amendment by the City Clerk.

The Property Owner does HEREBY COVENANT with the City that (i) the Property Owners hold said real estate described in this First Amendment by title in fee simple; (ii) that the Property Owners have good and lawful authority to convey the same; and (iii) the Property Owners covenant to WARRANT AND DEFEND the said premises against the claims of all persons whomsoever.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Signed this 16 day of April 2025.

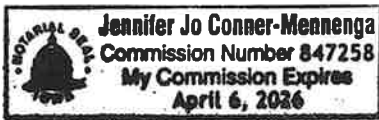
PROPERTY OWNERS


James Denman


Sherry Kimm-Denman

STATE OF IOWA)
) SS
COUNTY OF Polk)

On this 16 day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared James Denman to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.

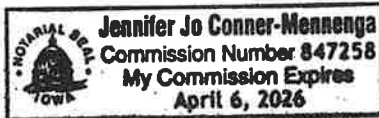


Jennifer Jo Conner-Mennenga
Notary Public in and for the
State of Iowa

My Commission expires April 6, 2026

STATE OF IOWA)
) SS
COUNTY OF Polk)

On this 16 day of April 2025 before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Sherry Kimm-Denman to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Jennifer Jo Conner-Mennenga
Notary Public in and for the
State of Iowa

My Commission expires April 6, 2026

CITY OF CLIVE

By: _____
John Edwards, Mayor

Attest:

Matthew D. Graham
City Clerk

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this ____ day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Edwards and Matthew D. Graham, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and the City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council, under Roll Call of the City Council on the 24th day of April, 2025, and that John Edwards and Matthew D. Graham acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the
State of Iowa

My Commission expires _____



Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: April 24, 2025

RE: Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Ridge Creek Plat 3, Lot 12 - 10577 Elmcrest Drive

SYNOPSIS:

The owners of 10577 Elmcrest Drive have requested approval to install a fence within the Surface Water Flowage Easement on the subject property. Staff have reviewed the request and determined that the fence should not have a negative impact on said easement.

In accordance with the staff requirement, the property owners have executed the attached First Amendment to Surface Water Flowage Easement which outlines additional responsibilities associated with the improvement within the easement area. Staff would recommend that Council approve the document so that it can be recorded with the county.

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. Resolution Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Ridge Creek Plat 3, Lot 12 - 10577

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO SURFACE WATER FLOWAGE EASEMENT FOR
LOT 12 IN WALNUT RIDGE CREEK PLAT 3
10577 ELMCREST DR

WHEREAS, the owners of Lot 12 in Walnut Ridge Creek Plat 3 in the City of Clive, Iowa (the “Property”) have submitted to the City of Clive a First Amendment to Surface Water Flowage Easement to permit the installation of a fence within the easement area on the Property; and

WHEREAS, City desires to accept the First Amendment to Surface Water Flowage Easement.

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

That the First Amendment to Surface Water Flowage Easement (“First Amendment”) regarding Lot 12, Walnut Ridge Creek Plat 3, is hereby accepted and approved by the City Council of the City of Clive, that the Mayor is hereby authorized to execute such First Amendment on behalf of the City, and the City Clerk to attest to his signature, and that the City Clerk is hereby authorized and directed to file the First Amendment with the Polk County Recorder.

PASSED AND APPROVED this 24th day of April 2025.

By:

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

Preparer Information: Kelly Rivera, 1900 NW 114th ST, Clive, Iowa 50325 Phone (515) 223-6221
Return to: Matthew D. Graham, City Clerk, City of Clive, 1900 NW 114th ST, Clive, Iowa 50325 (515) 223-6220

FIRST AMENDMENT TO SURFACE WATER FLOWAGE EASEMENT

This First Amendment to Surface Water Flowage Easement ("First Amendment") is entered into by and between Elizabeth Leust and Andrew Leust ("Property Owners") and the City of Clive, Iowa, a municipal corporation (hereinafter called "City").

WHEREAS, Property Owners own that property legally described as:

Lot 12 of Walnut Ridge Creek Plat 3 (10577 Elmcrest Dr), an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa ("Property").

WHEREAS, Iowa Realty Co., Inc., an Iowa corporation, a predecessor in title to the Property Owners, granted that certain Surface Water Flowage Easement, dated September 6, 1984 recorded on September 21, 1984, in Book 5387, Page 367, in the real property records of Polk County, Iowa (the "Easement") to the City, which prohibited the erection of any structure within the easement area.

WHEREAS, the Property Owners desire to install a fence on the Property, which encroaches into the easement area, and the City has agreed to consent to the installation of the fence within the easement area, subject to the conditions set forth in Section 2 of this Amendment.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, the parties hereto do hereby agree as follows:

1. **CITY CONSENT TO INSTALLATION OF FENCE.** The Easement prohibits Property Owners from locating any structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City. Property Owners desire to install a fence within the easement area. The City hereby consents to the installation of the fence which is located within the Easement Area, provided that the Property Owners install and maintain the fence such that it does not impede the flow of storm/surface water within the easement area.

2. **MAINTENANCE AND LIABILITY.** The Property Owners acknowledge and agree that in the event that the City exercises its rights under the Easement, including the rights to

construct, reconstruct, repair, replace, enlarge, inspect and maintain the area, the City's duty of restoration for the easement area shall be limited to grading and replacing grass. In no event shall the City be responsible for any reconstruction, replacement, repair or maintenance of the fence or any improvements or structure located within the easement area.

Additionally, the Property Owners acknowledge and agree that the fence's lowest horizontal member shall be a minimum of 4" above grade or shall be open style to allow the conveyance of storm water through the easement. Gates shall be placed within the easement on west side of the property and shall not be blocked with landscaping, etc. The gates shall swing inward and remain unlocked to allow staff access. Please note that if the fence on the east side is ever replaced, a gate shall be provided within the easement on that side as well, however, an additional amendment may be needed.

3. NO OTHER CHANGE. Except as amended herein, each and every term, condition, warranty and provision of the Easement shall remain in full force and effect, and such are hereby ratified, confirmed and approved by the parties hereto.

4. RUNS WITH THE LAND. This First Amendment shall be deemed to run with the land and shall be binding on the Property Owners and on the Property Owners' heirs, successors and assigns.

5. APPROVAL BY CITY COUNCIL. This First Amendment shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this First Amendment by the City Clerk.

The Property Owner does HEREBY COVENANT with the City that (i) the Property Owners hold said real estate described in this First Amendment by title in fee simple; (ii) that the Property Owners have good and lawful authority to convey the same; and (iii) the Property Owners covenant to WARRANT AND DEFEND the said premises against the claims of all persons whomsoever.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Signed this 18th day of April 2025.

PROPERTY OWNERS


Elizabeth Leust


Andrew Leust

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this 18th day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Elizabeth Leust to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Kelly Rivera
Notary Public in and for the
State of Iowa

My Commission expires May 28, 2027

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this 18th day of April 2025 before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Andrew Leust to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Kelly Rivera
Notary Public in and for the
State of Iowa

My Commission expires May 28, 2027

CITY OF CLIVE

By: _____
John Edwards, Mayor

Attest:

Matthew D. Graham
City Clerk

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this ____ day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Edwards and Matthew D. Graham, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and the City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council, under Roll Call of the City Council on the 24th day of April, 2025, and that John Edwards and Matthew D. Graham acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the
State of Iowa

My Commission expires _____



Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: April 24, 2025

RE: Resolution Accepting 1st Amendment to Storm Sewer Line Easement for Karp Plaza Plat 1, Lot 20 - 1604 NW 109th Street

SYNOPSIS:

The owner of 1604 NW 109th Street has requested approval to install a fence within the Storm Sewer Line Easement on the subject property. The installation of the fence has been reviewed by City staff and it has been determined that the installation will not affect the City's ability to maintain the infrastructure within the easement.

The property owner has executed a First Amendment to Storm Sewer Line Easement and staff recommend that Council approve the document so that it may be recorded with the county.

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. Resolution Accepting 1st Amendment to Storm Sewer Line Easement for Karp Plaza Plat 1, Lot 20 - 1604 NW 109th Street

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO STORM SEWER LINE EASEMENT FOR
LOT 20 IN KARP PLAZA PLAT 1
1604 NW 109TH ST

WHEREAS, the owner of Lot 20 in Karp Plaza Plat 1 in the City of Clive, Iowa (the “Property”) has submitted to the City of Clive a First Amendment to Storm Sewer Line Easement to permit the installation of a fence within the easement area on the Property; and

WHEREAS, City desires to accept the First Amendment to Storm Sewer Line Easement.

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

That the First Amendment to Storm Sewer Line Easement (“First Amendment”) regarding Lot 20, Karp Plaza Plat 1, is hereby accepted and approved by the City Council of the City of Clive, that the Mayor is hereby authorized to execute such First Amendment on behalf of the City, and the City Clerk to attest to his signature, and that the City Clerk is hereby authorized and directed to file the First Amendment with the Polk County Recorder.

PASSED AND APPROVED this 24th day of April 2025.

By: _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

Preparer Information: Kelly Rivera, 1900 NW 114th ST, Clive, Iowa 50325 Phone (515) 223-6221
Return to: Matthew D. Graham, City Clerk, City of Clive, 1900 NW 114th ST, Clive, Iowa 50325 (515) 223-6220

FIRST AMENDMENT TO STORM SEWER LINE EASEMENT

This First Amendment to Storm Sewer Line Easement ("First Amendment") is entered into by and between Susan Garmon (the "Property Owner") and the City of Clive, Iowa, a municipal corporation (hereinafter called "City").

WHEREAS, Property Owner owns that property legally described as:

Lot 20 of Karp Plaza Plat 1 (1604 NW 109th St), an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa ("Property").

WHEREAS, Karp Investment Company, an Iowa corporation, a predecessor in title to the Property Owner, granted that certain Storm Sewer Line Easement, dated August 14, 1975 recorded on September 12, 1975, in Book 4547, Page 231, in the real property records of Polk County, Iowa (the "Easement") to the City, which prohibited the erection of any structure within the easement area.

WHEREAS, the Property Owner desires to install a fence on the Property, which encroaches into the easement area, and the City has agreed to consent to the installation of the fence within the easement area, subject to the conditions set forth in Section 2 of this Amendment.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, the parties hereto do hereby agree as follows:

1. **CITY CONSENT TO INSTALLATION OF FENCE.** The Easement prohibits Property Owner from locating any structure under, over, on, through, across or within the Easement area without obtaining the prior written consent of the City. Property Owner desires to install a fence within the Easement area and the City hereby consents to the installation of the fence, provided that the Property Owner installs and maintains the fence such it does not impede the use and enjoyment of the land, nor the infrastructure within the easement area.

2. MAINTENANCE AND LIABILITY. The Property Owner acknowledges and agrees that in the event that the City exercises its rights under the Easement, including the rights to construct, reconstruct, repair, replace, enlarge, inspect and maintain the area(s), the City's duty of restoration for the easement area shall be limited to grading and replacing grass. In no event shall the City be responsible for any reconstruction, replacement, repair or maintenance of the fence or any improvements or structure located within the easement area.

3g. ~~Additionally, the Property Owners acknowledge and agree that the fence's lowest horizontal member shall be a minimum of 4" above grade or shall be open style to allow the conveyance of storm water through the easement. Gates shall be placed within the easement on _____ and _____ sides of the property and shall not be blocked with landscaping, etc. The gates shall swing inward and remain unlocked to allow staff access.~~

3. NO OTHER CHANGE. Except as amended herein, each and every term, condition, warranty and provision of the Easement shall remain in full force and effect, and such are hereby ratified, confirmed and approved by the parties hereto.

4. RUNS WITH THE LAND. This First Amendment shall be deemed to run with the land and shall be binding on the Property Owner and on the Property Owner's heirs, successors and assigns.

5. APPROVAL BY CITY COUNCIL. This First Amendment shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this First Amendment by the City Clerk.

The Property Owner does HEREBY COVENANT with the City that (i) the Property Owner holds said real estate described in this First Amendment by title in fee simple; (ii) that the Property Owner has good and lawful authority to convey the same; and (iii) the Property Owner covenants to WARRANT AND DEFEND the said premises against the claims of all persons whomsoever.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

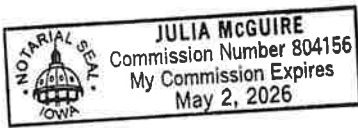
Signed this 17 day of April 2025.

PROPERTY OWNER


Susan Garmon

STATE OF IOWA)
COUNTY OF Polk) SS

On this 17 day of April 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Susan Garmon to me known to be the identical person named in and who executed the foregoing instrument, and acknowledged that the person executed the instrument as the voluntary act of the person.



Julia McGuire
Notary Public in and for the
State of Iowa

My Commission expires May 2, 2026

CITY OF CLIVE

By: _____
John Edwards, Mayor

Attest:

Matthew D. Graham
City Clerk

STATE OF IOWA)
) SS
COUNTY OF)

On this ____ day of 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Edwards and Matthew D. Graham, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and the City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council, under Roll Call of the City Council on the 24th day of April 2025, and that John Edwards and Matthew D. Graham acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the
State of Iowa

My Commission expires _____



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: April 24, 2025

RE: Resolution Approving Amended Job Descriptions for Various Full-Time Positions

SYNOPSIS:

Resolution to approve updated job descriptions for the Public Works Senior Operations Specialist, the Public Works Senior Operations Specialist (Right of Way) – Appendix, and Paramedic positions with the City of Clive.

Attachments:

1. Resolution to Approve Amended Job Descriptions
2. PW Senior Operations Specialist
3. Appendix- PW Sr. Operations Specialist - ROW
4. Paramedic FT

RESOLUTION NO. _____

RESOLUTION APPROVING AMENDED JOB DESCRIPTIONS FOR VARIOUS FULL-TIME POSITIONS

WHEREAS, as an ongoing personnel matter, the City of Clive is desirous of approving the Public Works Senior Operations Specialist, the Public Works Senior Operations Specialist (Right of Way) – Appendix, and Paramedic positions with the City of Clive.

WHEREAS, the City has prepared job descriptions for the Public Works Senior Operations Specialist, the Public Works Senior Operations Specialist (Right of Way) – Appendix, and Paramedic positions with the City of Clive.

WHEREAS, after reviewing such job descriptions, the City Council desires to approve such job descriptions.

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

That the amended and new job descriptions for the Public Works Senior Operations Specialist, the Public Works Senior Operations Specialist (Right of Way) – Appendix, and Paramedic positions presented to the City Council on this date are hereby approved by the City Council.

PASSED AND APPROVED this 24th day of April 2025.

John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk

POSITION

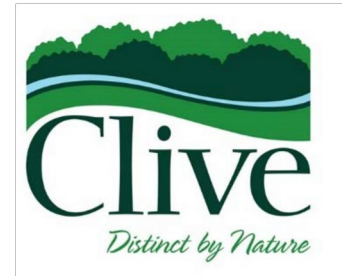
Public Works Senior Operations Specialist

FLSA CLASSIFICATION

Non-Exempt

FACILITY AND WORK AREA

Locations generally within the City of Clive

**JOB SUMMARY**

Performs manual labor and semi-skilled and skilled work which often involves the operation of light-to-heavy-duty construction and maintenance equipment. Each employee is expected to respect others, be customer driven, present a positive attitude, participate in teamwork, be honest and have integrity, be innovative and creative, communicate effectively, deal courteously with customers and co-workers, and maintain effective relationships with others.

Employees are assigned to a primary focus area and do not rotate between divisions. However, occasional support in other areas may be required based on operational needs.

- **Water:** Primarily assigned to water-related duties.
- **Streets:** Primarily assigned to street maintenance and repair.
- **Sewers:** Primarily assigned to sewer system maintenance.
- **Traffic:** Primarily assigned to traffic control systems and related tasks.

JOB FUNCTIONSExamples of Essential Job Functions

- Maintains and repairs streets, right-of-ways including patching, paving, replacing and removing curbs and sidewalks, joint and crack sealing, and debris removal.
- Participates in maintenance work such as pruning trees and brush, mowing, landscaping, snow plowing, ice control, chemical application and cleaning streets.
- Maintains, fabricates, repairs, and replaces street signs, posts and traffic control devices and inventories materials.
- Participates in the painting of pavement markings on roadways and parking lots.
- Performs installation and maintenance of traffic signal systems and fiber optic systems.
- Maintains work zone safety set up and traffic control functions.
- Performs the locating of city owned utilities to prevent damage of said utilities.
- Constructs, repairs, and cleans intakes, grates, storm sewers and other drainage facilities.
- Performs routine maintenance and minor repairs including welding, sandblasting, and painting on vehicles and equipment and makes necessary adjustments to ensure proper working order.
- Cleans tools and equipment after use and stores in appropriate locations.
- Occasionally attends approved division related seminars and workshops to improve technical knowledge and abilities and evaluate new techniques. Attends safety training seminars.
- May be required to assist as directed with other divisions' or other city departments' activities.
- Assists the public by listening to complaints, inquiries, and problems, and taking the appropriate actions necessary to correct them and advise a supervisor or the Administrator when necessary.
- Performs a variety of customer service duties including reading, repairing, and installing water meters. Delivering shutoff notices for nonpayment of water bill or during emergency water main operations.
- Performs maintenance and repair activities in the water distribution system including water main breaks, valves, hydrants, and related appurtenances.
- Takes water samples for water quality testing.

- Assists other personnel as directed in the operation and maintenance of the collection system, equipment and other related appurtenances.
- Performs jetting/vacuum cleaning and CCTV inspection of the wastewater and stormwater collection systems.
- Aids and support in city emergencies.
- Drives and operates trucks, tractors, and other motorized equipment with various attachments.
- Performs installation, maintenance, and repair work on various sizes of pipes and conduits.
- Fabricates special equipment for maintenance or construction projects.
- Operates and climbs ladders used in maintenance activities; trims, plants, or removes trees.
- Sets and resets posts and replace or add new signs.
- Calculates or estimates amounts of materials needed for projects.
- Reads and interprets various types of meters and measuring devices.
- Makes mechanical and non-mechanical repairs to equipment.
- Performs construction work using a variety of materials; performs a variety of grounds, facilities, and other general maintenance activities.
- Loads and unloads a variety of materials manually or using lifting equipment.
- Performs snow removal using a variety of equipment.
- Collects and disposes of refuse along right of ways, parks or city owned buildings.
- Performs all duties in a manner consistent with proper safety policies and procedures; reads and interprets blueprints, technical manuals, construction drawings and Safety Data Sheets.
- Maintains records related to equipment and materials usage and other job activities.
- Regular attendance is essential to this position.
- Other duties as assigned or apparent.

Specific functions for each division may include:

- **Water**
 - Performs water sampling collection
 - Conducts chlorine testing
 - Possess knowledge of SCADA system operations
 - Conducts water tower & facility inspections
 - Operates Jet Truck
- **Streets**
 - Performs pavement repairs in accordance with SUDAS
 - Operates rock drill
 - Conducts inspections for private driveway replacements
- **Sewers**
 - Operates Jet Truck, CCTV Truck, and Street Sweeper
 - Conducts manhole, intake and infrastructure inspections
 - Constructs Intakes in accordance with SUDAS specifications
- **Traffic**
 - Conducts traffic cabinet inspections
 - Uses all related software
 - Conducts locates
 - Makes fiber optic cable terminations

Equipment Essential to the Job

- A variety of motor vehicles and heavy equipment including pick-up trucks, dump trucks, aerial boom trucks, end loaders and backhoes.
- A variety of printed materials including memos, blueprints, instructions, maps, and schedules.
- A variety of measurement and diagnostic tools and equipment including tape measures, scales, levels, and squares.
- A variety of general-purpose maintenance equipment including brooms, shovels, cleaning equipment and chemicals, and extension cords; various welding equipment; hydraulic, air, and water hoses; power and hand tools including grinders, drills, saws, air compressors, pumps, screwdrivers, and wrenches.
- A variety of safety equipment and clothing including dust filters, ear plugs, a first-aid kit, gloves, safety goggles, raincoats, and gas monitors; personal computers and peripheral equipment; some office and audio-visual equipment including telephones, calculators and inspection equipment.

Other Equipment Essential to the Job

- Snow and Ice Control Equipment
- Combination Jet/Vacuum truck
- Street Sweeper
- Closed Circuit Televising (CCTV) sewer inspection truck
- Motor Grader
- 26" Concrete Pavement Saw
- Excavation Shoring Equipment
- Pavement Marking Unit
- Joint Sealing Trailer
- Pavement Breaker
- Rubber Track Excavator
- Skid Loader
- Forklift
- Scissor Lift
- Pothole Patching Trailer
- Mosquito Sprayer
- Tractor w/batwing mower and snow blower
- Sewer Cleaning Easement Machine
- GPS Equipment
- Variable Message Sign (VMS)
- Various Equipment Hauling Trailers

PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS

Required Physical Activities

Required Physical Activities: Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing, repetitive motions.

Physical Characteristics of the Job

Heavy work, exerting 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly.

Environmental Characteristics

The work is performed primarily outside and includes seasonal exposure to cold, heat, wind, rain, snow, and other weather conditions. The worker is also exposed to awkward or confining workspace, darkness or poor lighting, dirt/dust, fumes/odors, moving machinery, noise, vibration, visual strain, wetness/humidity, working on uneven ground, mechanical hazards, chemical hazards, and traffic hazards. Also, the work may expose the employee to unpleasant social situations, significant workspace pressure and irregular work hours.

Other Physical Requirements:

- Must be able to lift and move items weighing up to 150 pounds with the assistance of another employee but without assistance of a portable hoist.
- Must be able to remove and replace manhole covers weighing up to 80 pounds with a lever.
- Must be able to climb into and out of 24-inch openings.
- Must be able to climb into or out of employer's equipment.
- Must be able to use tools weighing 30 pounds or more.

EMPLOYMENT STANDARDS

Required Knowledge, Skills and Abilities

- Two years of experience in City of Clive Public Works operations, laboring work including the use of tools and equipment common to general construction, maintenance, and repair work

OR

Combination of one year experience in the City of Clive Public Works and one year experience in another City's Public Works Department.

- Must possess a valid type A Commercial Driver License with airbrake and tanker endorsements.
- Knowledge of the types and uses of common hand tools, materials, and equipment used in general construction, maintenance, and repair work; knowledge of the precautions necessary to work safely with and around mechanized construction and maintenance equipment.
- Skill in the use of tools, machinery, motorized vehicles, and other items common to general construction, maintenance, and repair work; skill in the use of measurement and diagnostic equipment common to general construction, maintenance, and repair work.
- Ability to lead a small crew of workers; ability to perform manual tasks involving physical strength and endurance under variable weather conditions; ability to understand and carry out specific verbal or written instructions; ability operate motorized vehicles and other motorized equipment; ability to calculate or estimate the amounts of materials needed; ability to effectively communicate with others; ability to establish and maintain effective working relationships with citizens or public service organizations, supervisors, co-workers, other city employees, and vendors. Ability to present positive attitude to residents, co-workers and contractors.

Ability to perform all job duties safely and in accordance with applicable rules, guidelines, policies and training.

Education, Training, and Experience:

Education Required: High school diploma, HiSET (formerly known as GED), or high school equivalency diploma

Education Preferred: Commercial applicator's license for State of Iowa.

Required Experience: Two years of operating light and medium construction equipment.

Required Special Qualifications

- Shall maintain residency within a thirty (30) mile radius of City Hall, 1900 NW 114th Street.
- Shall be generally available for off-hour emergencies, snow duty and/or work assignments.
- Shall possess a valid Class A Commercial Driver License (CDL) with air brakes and any required endorsements and/or restriction removals issued by the State of Iowa, as required by the department and have a good driving record for the past three years.

Required Certifications

- Water – Grade 3 Water Distribution, Grade 1 Sanitary Sewer Collection, IDOT Work Zone, Backflow
- Streets – Grade 2 Water Distribution, Grade 1 Sanitary Sewer Collection, IDOT Work Zone
- Sewers – Grade 2 Water Distribution, Grade 2 Sanitary Sewer Collections, IDOT Work Zone, PACP
- Traffic – Grade 2 Water Distribution, Grade 1 Sanitary Sewer Collection, IDOT Work Zone, IMSA Tech 2, MMU

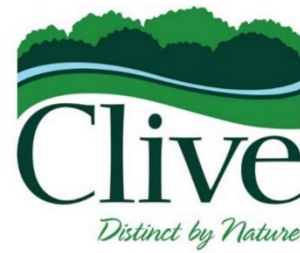
The City of Clive retains the authority to change the job duties included in this job description at any time. The list of duties is not exhaustive and various requirements are subject to possible modification as a reasonable accommodation for a qualified individual.

APPENDIX TO: Senior Operations Specialist

DEPARTMENT: Public Works

DIVISION: Right of Way (ROW)

REPORTS TO: Public Works Director



Additional Essential Job Functions

- Receive, Review and Approve Permits (Fiber Optic Cable, Small Wireless Facility, Metro ROW, Mailbox Applications, Lane Closures)
- On-Site responsibilities
 - a. Daily check on work in ROW
 - i. Confirm work zones are in place and properly installed
 - ii. No equipment shall be left in the ROW overnight
 - b. Conduct Pre-Construction meeting with the installer
 - c. Conduct project inspections (jobs may require multiple inspections)
 - d. Conduct restoration inspections
 - e. Conduct final inspection after installer has completed installation (confirm restoration has been completed and erosion control measures have been installed)
 - f. Conduct post inspection of project to confirm that restoration has been established. (Mid-summer following spring restoration and mid-spring following fall restoration)
 - g. Follow up on issues that are discovered or reported
- Office responsibilities
 - a. Handle field ROW related complaints by phone, email, website and in-person
 - b. Work with office staff to complete permit approval
 - c. Schedule site visits
- GIS Responsibilities
 - a. Responsible for keeping city GIS mapping of city owned infrastructure updated and accurate. Must be efficient in using mapping software
 - b. Taking shots and/or coordinating with appropriate department supervisor to ensure this task is completed.
 - c. Create maps in the collector app for use by different departments and work with the city's Senior GIS Analyst on these projects
 - d. Manage the locating software for GIS purposes
- Receive and process road closure requests
 - a. Post all closings on website
 - b. Submit road closing to media outlets
- Process Design Locates
 - a. Receive and log all design locate requests
 - b. Prepare and return requested information to design locate requester
- Process Iowa DOT Permits
- Process Oversized Load permits
- Other duties as assigned or apparent

POSITION

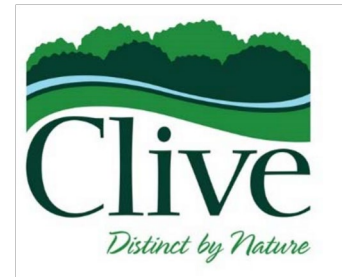
Paramedic – Full Time

FLSA CLASSIFICATION

Non-Exempt

FACILITY AND WORK AREA

Clive Fire Department Response District and Clive Fire Station

**JOB SUMMARY**

Under the general supervision of the shift Lieutenant/Acting Officer and Chief Officers, provide emergency medical care to sick and injured people; help in rescue situations, protect life and property; help with fire prevention activities (public education, fire inspections, etc.), maintain equipment, and building upkeep.

JOB FUNCTIONS (order does not indicate importance of function)Examples of Essential Job Functions

- Assure the City and Department's mission, core values, goals, and objectives are initiated, followed, and supported.
- Act with honesty, integrity, trustworthiness, and dependability, always.
- Ability to take initiative
- Respond to emergencies (medical, rescue, alarms, disasters, etc.) within the scope of certification and under guidance of current protocols, lieutenants, Acting Officer in Charge (AOIC), Medical Director, SOGs, SOPs, and Chief Officers.
- Operate, check, and maintain medical and general equipment, apparatus, and facilities.
- Safely operate all emergency response vehicles within department SOGs, SOPs, and any applicable local, state, or federal regulations.
- Complete and properly file the required records and reports for the department in a timely manner as deemed by the Chief Officers (i.e. including but not limited to inspections and medical records and reports).
- Communication with the use of radio, portable telephone, or other electronic devices and apps.
- Participates in training, drills, demonstrations, and courses in emergency medical care, fire grounds and other emergency techniques and skills to maintain certifications and competencies
- Participate in quality assurance programs.
- Effective and professional communication with the public, personnel, neighboring agencies, dispatch, law enforcement, hospital staff, or anyone that contact is made.

- Community relations, education, and risk reduction activities to improve community safety and maintain a positive public image of the department (i.e. including but not limited to tours, visits, and public education).
- Create and participate in a team environment by actively supporting efforts to facilitate cooperation, collaboration, and good communication between all department personnel, other departments, and the community.
- To always operate with the safety of themselves, coworkers, and the public in mind.
- Participate in precepting, mentoring, and instructing, including but not limited to current personnel, new personnel, students, and those doing ride time.
- Regularly handle confidential information in a sensitive manner and follow all HIPAA regulations and department policies, procedures, and practices regarding patient privacy.
- Ensuring assignments and tasks are completed on time.
- Meet all deadlines this includes but is not limited to training, classes, payroll, time off requests.
- Regular and prompt attendance is required.
- Other duties as assigned or apparent

PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS

Required Physical Activities

Climbing, balancing, stooping, kneeling, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing.

Physical Characteristics of the Job

This position can be classified as heavy work and could require the following but not limited to exertion of 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 can include hazardous work conditions. The list includes but is not limited to the worker being exposed to darkness, poor lighting and bright lights; fumes/odors/chemicals; isolation, moving machinery, noise, visual strain, unprotected heights, wearing a respirator, working on uneven ground, mechanical hazards, biological hazards; medical and bodily injury; traffic, fire, and electrical hazards; and exposure to violent behavior. Also, the work may expose the employee to significant work pace pressure, and irregular hours.

Visual Requirements

Must meet visual requirements to obtain a Commercial Driver License from the State of Iowa.

EMPLOYMENT STANDARDS

- Required Knowledge, Skills and Abilities
- Must be able to adapt to situations involving the interpretations of feelings and personal point of view.
- Understand and adhere to all department SOGs, SOPs, policies, verbal and written directives, and all applicable local, state, and federal laws for operations.
- Knowledge of local fire and emergency medical operations.
- Knowledge of rescue and emergency medical techniques.
- Knowledge of hazardous materials operations.
- Ability to maintain favorable working relationships with co-workers, supervisors, city officials, the officials of other jurisdictions, the business community and the public.
- Ability to solve problems with sound judgment and a systematic approach to making decisions with several abstract and concrete variables using logical and scientific thinking.
- Ability to perform arithmetic, algebraic calculations.
- Ability to read, write and comprehend the English language.
- Ability to use PC based computer programs.
- Ability to perform all job duties safely and in accordance with applicable rules, guidelines, policies and training.

EQUIPMENT AND MATERIALS USED

This includes but not limited to emergency response trucks, attachments, cars, light trucks, air compressor, pumps, saws, grinder, ladder, pick-ax, generator, chains, extension cords, measuring equipment, hazardous chemicals and materials, computer hardware and software, hoses, oils, traffic control equipment, MSDS documentation, City of Clive Code of Ordinances, Code of Iowa, Iowa DNR Rules, Iowa EMS Rules, International Fire Code, NFPA Standards, Federal Register, Personnel Policy Manual, typewriter, calculator, photographic equipment, fax machine, photocopier, telephone, mobile and portable radios.

EDUCATION, TRAINING

Education Required:

High school diploma, HiSET (formerly known as GED), or high school equivalency diploma

Training Required

- Paramedic certification through the State of Iowa
OR
- RN exemption cleared through Medical Director
- Current ACLS & BLS
- ACLS & BLS Instructor within an agreed upon time frame

Experience Required

- 1-year EMT
- RN exemption needs to be an EMT and have at least one year's experience in ER or critical care

Required Qualifications

- Must be at least 18 years of age
- Must pass the Central Iowa Fire and EMS Testing Consortium physical ability test or equivalent.
- Must pass the Central Iowa Fire and EMS Testing Consortium written test with 70% or higher.
- Pass a physical fitness examination by a medical agency approved by the Clive Fire Department
- Must meet City of Clive's residency requirement.

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 reasonable accommodation for a qualified individual.



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: April 24, 2025

RE: Approve Pay Rate - Brandan Bobst - Part-Time Firefighter/EMT - \$18.16/Hr - Effective 4/27/2025

SYNOPSIS:

Brandan Bobst is currently employed on a part-time basis as an EMT-PRN, as needed basis, for Des Moines University, providing on-field medical services during hockey events. Brandon formerly served with the Bondurant Fire Department from 2008-2016 as an EMT/Engine Operator, driving and operating the ambulance, engines and other fire apparatus. He was the lead medic on rotational pods, providing basic medical procedures.

We look forward to bringing in Brandan as a member of the Clive Fire Department and the assets he brings to the department. Brandan will begin his career with Clive as a part-time Firefighter/EMT.

Attachments:

1. Bobst Offer
2. Bobst Resume
3. PT FF EMT Job Description



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: April 24, 2025

RE: Public Hearing - Douglas Parkway and Berkshire Parkway Traffic Signalization Project

SYNOPSIS:

Bids for the above referenced project were received on April 17, 2025. This project will install traffic signals at the intersection of Douglas Parkway and Berkshire Parkway. The project scope also includes minor pavement removal and replacement at the intersection returns to realign thru movements and better accommodate turning traffic. As you recall, the City has already ordered the signal poles, mast arms, cabinet, and controller unit for the project and will furnish these items to the successful low bidder. A breakdown of the three bids received is as follows:

Iowa Signal, Inc.	\$235,174.00
Kline Electric, Inc.	\$248,685.64
Van Maanen Electric, Inc.	\$262,858.74

The engineer's estimate of construction cost was \$351,000.00. City staff has worked successfully with Iowa Signal in different capacities on several traffic projects over the last decade. The intent behind the previous purchases and the award at tonight's meeting is to work towards having the signals installed and ready to activate prior to the start of the 2025/2026 school year. As a result, staff would recommend award to the low bidder, Iowa Signal, Inc., in the amount of \$235,174.00.

As a reminder, due to long lead times, the City purchased the poles and mast arms (\$51,702.00), the traffic cabinet (\$28,000.00) and the controller (\$5,606.00) for this project. The project total, including the low bid and the items purchased by the City, is \$320,482.00.

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: Jim Hagelie, Engineering Services Administrator

DATE: April 24, 2025

RE: Resolution Approving Plans and Specifications

SYNOPSIS:

Attachments:

1. Resolution - Plans

RESOLUTION NO. _____

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF
CONTRACT AND ESTIMATE OF COSTS FOR THE
DOUGLAS PARKWAY AND BERKSHIRE PARKWAY
TRAFFIC SIGNALIZATION 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 Douglas Parkway and Berkshire Parkway Traffic Signalization 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: Jim Hagelie, Engineering Services Administrator

DATE: April 24, 2025

RE: Receipt of Bids

SYNOPSIS:

Attachments:

1. Bid Tabulation

TABULATION OF BIDS
Douglas Parkway & Berkshire Parkway Traffic Signals

City of Clive
S&A Project No. 125.0139.01
Bid Date/Time: April 17, 2025 at 2:00 PM

				ENGINEER'S ESTIMATE		1 IOWA SIGNAL GRIMES, IA		2 KLINE ELECTRIC, INC. DES MOINES, IA		3 VAN MAANEN ELECTRIC, INC. NEWTON, IA	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
2010-E	Excavation, Class 10	CY	35.00	\$ 25.00	\$ 875.00	\$ 30.00	\$ 1,050.00	\$ 44.25	\$ 1,548.75	\$ 46.00	\$ 1,610.00
2010-I	Subgrade Treatment, Cement Stabilization	SY	61.20	\$ 15.00	\$ 918.00	\$ 100.00	\$ 6,120.00	\$ 27.00	\$ 1,652.40	\$ 26.22	\$ 1,604.66
2010-J	Subbase, Modified, 6"	SY	61.20	\$ 17.00	\$ 1,040.40	\$ 26.00	\$ 1,591.20	\$ 21.50	\$ 1,315.80	\$ 20.87	\$ 1,277.24
4040-A	Subdrain, Type 1, In.	LF	115.00	\$ 15.00	\$ 1,725.00	\$ 30.00	\$ 3,450.00	\$ 17.05	\$ 1,960.75	\$ 16.59	\$ 1,907.85
7010-A	Pavement, PCC, 9 In.	SY	194.90	\$ 85.00	\$ 16,566.50	\$ 98.50	\$ 19,197.65	\$ 148.50	\$ 28,942.65	\$ 154.08	\$ 30,030.19
7030-A-1	Removal of Sidewalk	SY	236.70	\$ 10.00	\$ 2,367.00	\$ 15.00	\$ 3,550.50	\$ 13.25	\$ 3,136.28	\$ 12.84	\$ 3,039.23
7030-E	Sidewalk, PCC, 6 In.	SY	232.00	\$ 65.00	\$ 15,080.00	\$ 63.50	\$ 14,732.00	\$ 78.25	\$ 18,154.00	\$ 81.32	\$ 18,866.24
7030-G	Detectable Warnings	SF	132.50	\$ 60.00	\$ 7,950.00	\$ 55.00	\$ 7,287.50	\$ 31.00	\$ 4,107.50	\$ 32.10	\$ 4,253.25
7040-H	Pavement Removal	SY	127.90	\$ 12.00	\$ 1,534.80	\$ 22.00	\$ 2,813.80	\$ 29.90	\$ 3,824.21	\$ 31.57	\$ 4,037.80
8010-A	Traffic Signal	LS	1.00	\$218,000.00	\$ 218,000.00	\$ 149,075.65	\$ 149,075.65	\$ 152,685.00	\$ 152,685.00	\$ 170,105.10	\$ 170,105.10
8020-B	Painted Pavement Markings, Solvent/Waterborne	STA	43.92	\$ 175.00	\$ 7,686.00	\$ 130.00	\$ 5,709.60	\$ 133.75	\$ 5,874.30	\$ 117.70	\$ 5,169.38
8020-G	Painted Symbols and Legends	EA	4.00	\$ 400.00	\$ 1,600.00	\$ 100.00	\$ 400.00	\$ 103.25	\$ 413.00	\$ 107.00	\$ 428.00
8020-K	Pavement Markings, Removed	STA	13.20	\$ 75.00	\$ 990.00	\$ 100.00	\$ 1,320.00	\$ 103.00	\$ 1,359.60	\$ 197.95	\$ 2,612.94
8020-M	Grooves Cut for Pavement Markings	STA	43.92	\$ 150.00	\$ 6,588.00	\$ 80.00	\$ 3,513.60	\$ 82.50	\$ 3,623.40	\$ 160.50	\$ 7,049.16
8020-N	Grooves Cut for Symbols and Legends	EA	4.00	\$ 75.00	\$ 300.00	\$ 150.00	\$ 600.00	\$ 154.50	\$ 618.00	\$ 214.00	\$ 856.00
8030-A	Temporary Traffic Control	LS	1.00	\$ 25,000.00	\$ 25,000.00	\$ 5,750.00	\$ 5,750.00	\$ 5,200.00	\$ 5,200.00	\$ 1,500.00	\$ 1,500.00
9010-B	Hydraulic Seeding, Seeding, Fertilizing, and Mulching, Type	AC	0.05	\$ 20,000.00	\$ 1,000.00	\$ 20,000.00	\$ 1,000.00	\$ 20,600.00	\$ 1,030.00	\$ 35,000.00	\$ 1,750.00
9040-D-1	Filter Sock, 9 In.	LF	310.00	\$ 3.00	\$ 930.00	\$ 2.75	\$ 852.50	\$ 2.85	\$ 883.50	\$ 3.00	\$ 930.00
9040-D-2	Filter Sock Removal	LF	310.00	\$ 1.00	\$ 310.00	\$ 1.00	\$ 310.00	\$ 1.15	\$ 356.50	\$ 1.07	\$ 331.70
11,020-A	Mobilization	LS	1.00	\$ 40,000.00	\$ 40,000.00	\$ 6,850.00	\$ 6,850.00	\$ 12,000.00	\$ 12,000.00	\$ 5,500.00	\$ 5,500.00
TOTAL BID:				\$ 351,000.00		\$ 235,174.00		\$ 248,685.64		(1) \$ 262,858.74	
BID SECURITY:						10%		10%		10%	

Notes
(1) Van Maanen Electric, Inc.'s submitted bid included a \$0.02 math error which did not affect the order of the bidders



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: April 24, 2025

RE: Resolution Awarding Contract - Iowa Signal, Inc. - \$235,174.00

SYNOPSIS:

Attachments:

1. Resolution - Award

RESOLUTION NO. _____

RESOLUTION AWARDING CONTRACT FOR THE
DOUGLAS PARKWAY AND BERKSHIRE PARKWAY
TRAFFIC SIGNALIZATION PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of costs for the Douglas Parkway and Berkshire Parkway Traffic Signalization 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 \$235,174.00 by Iowa Signal, Inc. 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: Amanda Grutzmacher, Senior Planner

DATE: April 24, 2025

RE: Approve Auxiliary Use Permit - Step Ahead Childcare and Preschool -
2635 Berkshire Pkwy, Ste 200

SYNOPSIS:

The owner of Step Ahead Childcare and Preschool has requested approval of an Auxiliary Use Permit which will allow the business to relocate within the Berkshire Commons Office Park. Currently, Step Ahead Child Care and Preschool occupies Suite B in 2555 Berkshire Pkwy, the building south of the proposed location at 2635 Berkshire Pkwy, Suite 200. An Auxiliary Use permit was issued for child care in the current location in 2015.

Staff asked the applicant to provide information regarding the proposed operations and acknowledgments from the other tenants in the building. These documents have been provided within your packet. Though the proposed location is larger than the existing location, state-approved childcare occupancy is not anticipated to increase substantially - the current facility has an occupancy of 90 students and the proposed is expected to accommodate 93 students. Drop-off and pick-up will function nearly identical to the current location, even utilizing the same shared drive entrance off Berkshire Parkway.

One area of consideration is the proposed outdoor play area. There is sufficient space on the property to provide the required outdoor area if the City allows the fence to be placed within a portion of the landscape buffer. Staff and the applicant have discussed various options and, at this time, the applicant would like to fence the area as-is and is not anticipating removal of any trees. The landscape buffer is adjacent to the Country Club Glen Park parking lot and staff does not anticipate a fence or allowing a play area within the buffer to be disruptive. The applicant indicated that with the age of children utilizing the play area, there is not a significant concern about students climbing trees. If Council is amenable to the auxiliary use permit, staff will bring forward a first amendment to the declaration of landscape buffer to allow for the fence to be installed; the applicant indicated they would be willing to restore the area in the event Step Ahead is no longer located in this space.

At this time, staff has no concerns with the issuance of an Auxiliary Use Permit to allow Step Ahead Child Care and Preschool to located at 2635 Berkshire Pkwy, Suite 200. Staff is not aware of any complaints with the business at its current location. Staff would recommend approval of an Auxiliary Use Permit for Step Ahead Childcare and Preschool.

Please feel free to contact me prior to the meeting at agrutzmacher@cityofclive.com or 223-6221 if you have questions or concerns.

Attachments:

1. Draft Zoning Compliance Certification for Auxiliary Use
2. Narrative
3. Tenant Acknowledgements
4. Notification Letter
5. Public Comment



City of Clive

1900 NW 114th Street

Clive, IA 50325-7077

Phone (515) 223-6221

www.cityofclive.com

ZONING COMPLIANCE CERTIFICATION

ZONING PERMIT #

ZC25-000013

PERMIT ISSUANCE DATE**PROJECT ADDRESS**

2635 BERKSHIRE PKWY, STE 200

BUSINESS NAME

Step Ahead Childcare & Preschool

BUSINESS CONTACT

Crystal Steffen

(515) 987-6991

crystal@stepaheadchildcare.org

PROPERTY OWNER

NC Investments, LLC

Crystal Steffen

(515) 987-6991

crystal@stepaheadchildcare.org

TENANT FRONTAGE

59

TENANT SQUARE FOOT

7517

BUSINESS DESCRIPTION: Childcare/Daycare facility

SPECIAL CONDITIONS FOR APPROVAL:

Reviewer: Amanda Grutzmacher, Community Development

1. An auxiliary use permit is required for childcare in the C3 District.

APPROVED BY**ACKNOWLEDGEMENTS:**

IF YOUR PLACE OF BUSINESS IS AN ASSEMBLY OCCUPANCY OR INCLUDES A USE FOR GATHERING OF PERSONS FOR PURPOSES SUCH AS CIVIC, SOCIAL OR RELIGIOUS FUNCTIONS, RECREATION, FOOD OR DRINK CONSUMPTION OR AWAITING TRANSPORTATION, THE CITY OF CLIVE SHALL COMPLETE AN INSPECTION OF THE BUILDING BEFORE OPENING TO THE PUBLIC. PLEASE CALL 515-223-6221 TO SCHEDULE THIS INSPECTION.



WELCOME TO CLIVE

On behalf of everyone at the City of Clive, thank you for choosing our city to conduct your business. We're glad you're here! Although your business type and location is approved through the zoning compliance application, we have information you may need in the event additional permits or licensing has been identified, or for future support for your business. If you have any concerns, questions, or comments, please feel free to give us a call at any of the numbers listed below.

Community Development (515) 223-6221

- If you intend to repair, add to, alter, relocate, demolish, replace, or change the occupancy of the building, or repair, install, add, alter, remove, convert, or replace any electrical, gas, mechanical, or plumbing system a permit shall first be obtained from the Community Development Department. Cosmetic changes like flooring and paint do not require permits.
- As a business owner, you are responsible to make sure your place of business is compliant with the American with Disabilities Act (ADA); information can be reviewed at www.ada.gov.
- If your place of business is an Assembly Occupancy or includes a use for gathering of persons for purposes such as civic, social or religious functions, recreation, food or drink consumption or awaiting transportation, the City of Clive needs to conduct a walkthrough to verify proper exiting and fire protection. Please call (515) 223-6221 and schedule this free walkthrough.
- The Wastewater Reclamation Authority (WRA) will need to review your business plans if your business is considered a Food Service Establishment (FSE) and a grease interceptor may be required. The WRA defines an FSE as "an operation or enterprise that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption. This includes, but is not limited to, restaurants, bars, schools, daycares, churches, nursing homes, bakeries, grocery stores, caterers, food/meat processors, and other food preparation operations." Please contact the WRA at jcmerk@dmgov.org or call 515-323-8123.
- If you plan to install temporary or permanent signage on your property or building, a permit must first be obtained from the Community Development Department.

Fire Department (515) 223-1595

- Please fill out the attached emergency contact form and return it to the Clive Fire Department at your earliest convenience. If new exterior door locks are installed, a new key shall be provided to the Fire Department if the building has an onsite Knox box. Please call the fire department when a new key is available and they will come to your location to secure it. Please DO NOT bring the key to the fire station.
- Address or suite numbers shall be installed on the front entry door and rear entrance door, if applicable. Address numbers must be approved by the Fire Marshal.
- Low hazard occupancies like business and mercantile require fire extinguishers with up-to-date West Metro tags placed by the main exit and at 75-foot intervals. If the building is protected with an automatic sprinkler system 5-pound extinguishers are required. If not protected with an automatic sprinkler system 10-pound extinguishers are required.

Clive Chamber of Commerce (515) 222-5295

If you are interested in finding out about the benefits of being a member of the Clive Chamber of Commerce please contact Kristy Schmidt at (515) 222-5295 or at kschmidt@clivechamber.org or visit www.clivechamber.org.



Clive Fire Department

EMERGENCY CONTACT INFORMATION

This information is strictly confidential AND WILL NOT BE AVAILABLE TO ANYONE OTHER THAN CLIVE FIRE DEPARTMENT, POLICE, AND EMS PERSONNEL. The contacts should be persons who live close and or manage the property to allow entry of Emergency Personnel during non-business hours. We are confident that if there is an incident in your place of business during non-business hours that you would want to know about it.

Name of Business: _____ Phone Number: _____

Street Address: _____ Suite #: _____

Please list the date you began occupying this space: _____

Email or Website: _____

Key Holder Contacts (*Please print and list in order of contact!*) This may include Property Management.

1. Please circle those that apply:	OWNER	OCCUPANT	KEYHOLDER
Name/Title:	Home/Cell Phone:		
Email:			
2. Please circle those that apply:	OWNER	OCCUPANT	KEYHOLDER
Name/Title:	Home/Cell Phone:		
Email:			
3. Please circle those that apply:	OWNER	OCCUPANT	KEYHOLDER
Name/Title:	Home/Cell Phone:		
Email:			

If you prefer, you may send this information by e-mail, mail or fax to:

Blake Boyle, Fire Marshal

Clive Fire Department

8800 Hickman RD

Clive, IA 50235

bboyle@cityofclive.com

Phone: 515-223-1595

Fax: 515-223-6457

OFFICE USE ONLY:

Given to Police Dept.	DATE / /	INITIALS:
OCCUPANCY ENTERED	DATE / /	INITIALS:
Opening Inspection	Yes / No (<i>Circle One</i>)	INITIALS:
	DATE / /	



Step Ahead Childcare & Preschool
2555 Berkshire Pkwy, Suite B
Clive, IA 50325

April 11, 2025

City of Clive
1900 NW 114th St
Clive, IA 50325

Dear Members of the City Council,

Thank you for your time and consideration as we move forward with our permit application for Step Ahead Childcare & Preschool. Please see the responses to your recent questions below.

Facility Capacity

The current Step Ahead facility is approximately 5,230 square feet and has a state-approved capacity of 90 students. The new facility is approximately 2,200 square feet larger than our current space, and we anticipate the new capacity to be 93 students pending final approval from DHS. The final state-approved capacity will be determined once construction progresses further. Our DHS licensing consultant, Nate Knepper, will visit the site once the interior walls are up and the usable square footage can be officially measured. At that time, he will confirm the updated capacity.

Daily Operations

Step Ahead Childcare & Preschool operates from 6:30 AM to 5:30 PM. Our drop-off period begins at 6:30 AM and typically wraps up by 9:00 AM. In our 8.5 years of operation, we have never experienced traffic congestion or parking issues during drop-off or pick-up times.

At our new location, we anticipate maintaining the same smooth flow. Families will enter and exit through the same shared drive off Berkshire Parkway that serves the current location. The only difference will be the direction they turn upon entering the lot (north instead of south).

At the current location, Step Ahead utilizes 14 parking spaces on the south side of the building and shares 11 spaces on the west side with Shaw Chiropractic. In our new location, the south lot will continue to serve as our designated parent drop-off and pick-up area, with access to 5–6 of those shared spaces. This arrangement has functioned well, and we do not anticipate any disruption with the transition.



The proposed increase in capacity is minimal - just 3 additional children and does not require additional staffing. Therefore, no increase in parking demand is expected.

In summary, our traffic and parking operations will remain consistent with our current practices, which have proven effective and non-disruptive. We are confident that the site's configuration will continue to support our needs without negative impact to the surrounding tenants or traffic flow.

Outdoor Play Area

Based on the anticipated state-approved capacity, Step Ahead will need to provide a 2,325 square foot play area. There is approximately 4,120 square feet directly east of the building that could serve as an outdoor play area. We have discussed the proposed location with planning staff and request Council allow us to place a fence within a portion of the landscape buffer to enclose the play area. Installing a fence and using a portion of the buffer as a natural play area will not require removal of the buffer trees. The proposed area is adjacent to the Country Club Glen Park parking lot.

Sincerely,

Crystal Steffen
Owner, Step Ahead Childcare & Preschool



Re: Step Ahead - Auxiliary Use

From Nicole McCuen <nicole.hairsalon@gmail.com>

Date Mon 4/7/2025 3:47 PM

To McKenzie Wall <Wall.Mckenzie@rrrealty.com>

Good afternoon,

I acknowledge the move of Step Ahead and the future of operation out of 2635 Berkshire Parkway. Thank you.

Nicole McCuen

On Fri, Apr 4, 2025 at 1:08 PM McKenzie Wall <Wall.Mckenzie@rrrealty.com> wrote:

Hello,

The City of Clive is requesting documentation from all tenants in the building [2635 Berkshire Pkwy](#) that they are aware Step Ahead is relocating to the building and plan to operate out of the top level. Steph Ahead is currently applying for an auxiliary use permit in the building.

Would you be able to respond back to this email that you are aware Step Ahead is relocating to 2635 and plans to operate out of premises?

Thanks!

McKenzie Wall | Senior Property Manager

Management Professionals, Inc

A Division of R&R Realty Group

[1080 Jordan Creek Parkway, Suite 200](#) North | West Des Moines, Iowa 50266

Office: 515-223-4901 | Mobile: 515-360-9229

wall.mckenzie@rrrealty.com | www.rrrealty.com

Re: Step Ahead - Auxiliary Use

From Anna Johnson <anna@pinpointpermanentcosmetics.com>

Date Mon 4/7/2025 1:43 PM

To McKenzie Wall <Wall.Mckenzie@rrrealty.com>

Hi McKenzie, Yes I am aware that Step Ahead is planning to operate out of the top level.

Anna Johnson

On Fri, Apr 4, 2025 at 1:08 PM McKenzie Wall <Wall.Mckenzie@rrrealty.com> wrote:

Hello,

The City of Clive is requesting documentation from all tenants in the building 2635 Berkshire Pkwy that they are aware Step Ahead is relocating to the building and plan to operate out of the top level. Steph Ahead is currently applying for an auxiliary use permit in the building.

Would you be able to respond back to this email that you are aware Step Ahead is relocating to 2635 and plans to operate out of premises?

Thanks!

McKenzie Wall | Senior Property Manager

Management Professionals, Inc

A Division of R&R Realty Group

1080 Jordan Creek Parkway, Suite 200 North | West Des Moines, Iowa 50266

Office: 515-223-4901 | Mobile: 515-360-9229

wall.mckenzie@rrrealty.com | www.rrrealty.com

Licensed Real Estate Salesperson – State of Iowa

April 9, 2025

Re: 2635 Berkshire Pkwy – Step Ahead Child Care & Preschool - Auxiliary Use Permit

Dear Property Owner:

Step Ahead Child Care & Preschool has requested approval of an Auxiliary Use Permit to allow them to relocate from their existing location at 2555 Berkshire Pkwy to 2635 Berkshire Pkwy. Auxiliary uses are primarily intended, designed, and utilized to serve the proven needs of the principal permitted uses within the C-3 and C-4 Zoning Districts.

The Clive City Council will tentatively receive public input on this request during their meeting at 6:00 p.m., April 24, 2025. You may attend this meeting in person in the Public Safety Facility Training Room at 8800 Hickman Road, Clive, IA 50325, or virtually via Zoom. Zoom Meeting ID and call-in number will be published on the agenda for the meeting. Meeting agendas are available on the City's website at http://www.cityofclive.com/connect/city_council/

As a neighboring property owner, you are being notified and invited to present your views concerning this application, either verbally by virtually attending the meeting, or in writing. Written comments must be received by the City prior to the City Council meeting. Written comments should be addressed to the City of Clive, City Planner, 1900 NW 114th Street, Clive IA 50325 or by email at the address below.

If you have any questions concerning this application or if you would like additional information, please call the Community Development Department at 223-6221.

Sincerely,

Amanda Grutzmacher, Senior Planner
agrutzmacher@cityofclive.com
515-223-6221

LOCATION MAP



IC2DM LLC
115 IOWA AVE
IOWA CITY, IA 52240

BERKSHIRE OFFICE, LLC
4701 121ST ST
URBANDALE, IA 50323

PAJAZETOVIC, JASMINA
225 NE DARTMOOR DR STE 300
WAUKEE, IA 50263

WEISSENBURGER REAL ESTATE
LLC
16400 SHERIDAN AVE
CLIVE, IA 50325

IOWA GREAT LAKES PROPERTY,
LLC
PO BOX 238
SPIRIT LAKE, IA 51560

ADDA PROPERTIES LLC
14121 LAKEVIEW DR
CLIVE, IA 50325

TWO PEDS AND A POD LC
2555 BERKSHIRE PARKWAY
CLIVE, IA 50325

NC INVESTMENTS, LLC
400 BAYHILL CIR
NORTH SIOUX CITY, SD 57049-5092

COVENANT GROUP, LLC
2635 BERKSHIRE PKWY STE 202
CLIVE, IA 50325

KRM CAPITAL, LLC
2680 BERKSHIRE PKWY STE 100
CLIVE, IA 50325

SHEESLEY, DAVID P & MANDEE M
JTRS
2682 NW 165TH LN
CLIVE, IA 50325

COMMONS AT BOSTON PARK LLC
2180 WEST SR 434, SUITE 5000
LONGWOOD, FL 32779

GEROT, CARLA KAY
2684 BERKSHIRE PKWY
CLIVE, IA 50325

Comment on Step Ahead Auxiliary Use Permit – 2635 Berkshire Pkwy

From Sam Waggoner <SamW@waggonerpediatrics.org>

Date Tue 4/15/2025 12:27 PM

To Amanda Grutzmacher <AGrutzmacher@cityofclive.com>

Cc blwjaw@aol.com <blwjaw@aol.com>; Anna Maria <AnnaMariaV@waggonerpediatrics.org>

Warning: Unusual sender <samw@waggonerpediatrics.org>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Dear Ms. Grutzmacher,

I'm writing on behalf of the property ownership at 2555 Berkshire Pkwy regarding the proposed Auxiliary Use Permit for Step Ahead Child Care & Preschool's relocation to 2635 Berkshire Pkwy.

We have no objection to the relocation; however, we would like to raise a concern regarding parking overflow. Given the volume of drop-off and pick-up traffic typically associated with childcare centers, we respectfully ask that the City ensure the parking plan for 2635 Berkshire adequately accommodates this traffic and prevents overflow into adjacent lots, including ours.

Thank you for your time and consideration.

Sincerely,

Sam Waggoner

 [Waggoner Pediatrics of Central Iowa](http://www.waggonerpediatrics.org)

Waggoner Pediatrics of Central Iowa
Office: 515-987-0051 / Fax: 515-987-0054
2555 Berkshire Parkway, Suite A
Clive, Iowa 50325
www.waggonerpediatrics.org



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: General Obligation Corporate Purpose Bonds, Series 2025A

SYNOPSIS:

The bond sale will take place on the morning of April 24. Bid results will be presented at the Council meeting. Confirmation of the Aaa bond rating with a stable outlook from Standard and Poor's was received on Thursday, April 10. As a result of the notification that Clive will maintain the bond rating, that will definitely provide some savings for a sale this size.

PFM anticipates rates to come in lower than estimated. Pricing varies day-to-day based on demand, but as a Standard and Poor's Aaa-rated issuer, there should be strong demand for the city's bonds.

The last step in this borrowing is the closing/delivery of funds on May 8, 2025.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: Resolution authorizing and approving a Loan Agreement, providing for the sale and issuance of General Obligation Corporate Purpose Bonds, Series 2025A, and providing for the levy of taxes to pay the same

SYNOPSIS:

The bond sale will take place on the morning of April 24. Bid results will be presented at the Council meeting.

The City's bond rating increased to Aaa from Standard and Poor on Thursday, April 10. As a result, we believe Clive's rates will come in lower than anticipated. Pricing varies day-to-day based on demand, but there should be a strong demand for the city's bonds. Susanne Gerlach of PFM Financial Advisors LLC will be in attendance to share the results of the bond sale and make a formal recommendation to award the bonds to the most responsive bidder.

The action taken will authorize and approve the loan agreement, and provide for the sale and issuance of the bonds in the principal amount not to exceed \$5,524,000.

Attached please find draft proceedings and related materials with respect to the General Obligation Corporate Purpose Bonds, Series 2025A scheduled to close on May 8, 2025.

Please note, that the proceedings and related materials are in *draft* form. The resolution has not yet been updated with the name of the purchaser or the interest rates at which the bonds will be sold. After we receive the sale results, we will update and circulate the completed proceedings ahead of the Council meeting.

Attachments:

1. DRAFT Resolution Awarding the Sale, Series 2025A Bond
2. Loan Agreement Bond 2025A
3. UMB PA Agreement Bond 2025A
4. CDC Agreement, Series 2025A

MINUTES TO AUTHORIZE SALE AND
ISSUANCE OF BONDS

421346-94

Clive, Iowa

April 24, 2025

The City Council of the City of Clive, Iowa, met on April 24, 2025, at _____ o'clock
____.m., at the _____, Clive, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the
following Council Members present and absent:

Present: _____

Absent: _____.

This being the time and place fixed by the City Council for the consideration of bids for
the purchase of General Obligation Corporate Purpose Bonds, Series 2025A to be issued in
evidence of the City's obligation under a loan agreement, the Mayor announced that bids had been
received and canvassed on behalf of the City at the time and place fixed therefor.

The results of the bids were then read and the substance of such bids was noted in the
minutes, as follows:

Name and Address of Bidder

Final Bid (interest cost)

(Attached bid tabulation)

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 authorizing and approving a Loan Agreement, providing for the sale and issuance of \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A, and providing for the levy of taxes to pay the same

WHEREAS, the City of Clive (the “City”), in Polk and Dallas Counties, State of Iowa, proposes to enter into a loan agreement (the “Essential Purpose Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$4,700,000 for the purpose of paying the costs, to that extent, of (a) constructing street, water system, storm water drainage, sanitary sewer system and sidewalk improvements; and (b) acquiring and installing street lighting, signage and signalization improvements (the “Essential Purpose Projects”), and pursuant to law and duly published notice of the proposed action 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 Sections 384.24A and 384.24.3(q) of the Code of Iowa, for the purpose of undertaking the City Facilities and Buildings Improvements Project, an urban renewal project in the Clive Urban Renewal Area in the City, authorized by action of the City Council on March 23, 2023, which will include renovating, furnishing and equipping the City Hall/Library facilities (the “Urban Renewal Project” and, together with the Essential Purpose Projects, the “Projects”), and in lieu of calling an election upon such proposal, has published notice of the proposed action 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 General Purpose Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to Section 384.28 of the Code of Iowa, the City combined 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 the General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”) to be issued in evidence of the City’s obligation under the Loan Agreement, and the City Council has made provision for the approval of the P.O.S. and has authorized its use by PFM Financial Advisors LLC, as municipal financial advisor (the “Municipal Advisor”) to the City; and

WHEREAS, pursuant to advertisement of sale, bids for the purchase of the Bonds to be issued in evidence of the City’s obligation under the Loan Agreement were received and canvassed on behalf of the City at the appointed time for the payment of costs of the Projects; and

WHEREAS, upon final consideration of all bids, the bid of [_____, _____], [_____, _____] (the “Purchaser”), was the best, such bid proposing the lowest interest cost to the City; and

WHEREAS, it is now necessary to make final provision for the approval of the Loan Agreement and to authorize the issuance of the Bonds;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Clive, Iowa, as follows:

Section 1. The form of agreement of sale of the Bonds with the Purchaser is hereby approved, and the Mayor and City Clerk are hereby authorized to accept and execute the same for and on behalf of the City.

Section 2. The City shall enter into the Loan Agreement with the Purchaser in substantially the form as has been placed on file with the City Council, providing for a loan to the City in the principal amount of \$5,570,000 for the purposes set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement on behalf of the City, and the Loan Agreement is hereby approved. The Mayor and City Clerk are authorized and directed to execute and deliver any necessary documents to carry out the purposes of this resolution, including without limitation closing and tax certificates.

Section 3. The bid of the Purchaser referred to in the preamble hereof is hereby accepted, and the Bonds, in the aggregate principal amount of \$5,570,000, are hereby authorized to be issued in evidence of the City's obligations under the Loan Agreement. The Bonds shall be dated May 8, 2025, shall be issued in the denomination of \$5,000 each or any integral multiple thereof and shall mature on June 1 in each of the years, in the respective principal amounts, and bearing interest at the respective rates as follows:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Date</u>	<u>Principal</u>	<u>Interest Rate</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	_____ %

UMB Bank, n.a., West Des Moines, Iowa, is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the "Registrar" or the "Paying Agent." The City shall enter into an agreement (the "Registrar/Paying Agent Agreement") with the Registrar, in substantially the form as has been placed on file with the Council; the Mayor and City Clerk are hereby authorized and directed to sign the Registrar/Paying Agent Agreement on behalf of the City; and the Registrar/Paying Agent Agreement is hereby approved.

The City reserves the right to optionally prepay part or all of the principal of the Bonds maturing in the years 2034 to 2037, inclusive, prior to and in any order of maturity on June 1, 2033, or on any date thereafter upon terms of par and accrued interest. If less than all of the Bonds of any like maturity are to be redeemed, the particular part of those Bonds to be redeemed shall be selected by the Registrar by lot. The Bonds may be called in part in one or more units of \$5,000.

[Term Bond Placeholder] Principal of the Bond maturing on June 1, 2029, is subject to mandatory redemption (by lot, as selected by the Registrar) on June 1, 2028, at a redemption price

of 100% of the principal amount thereof to be redeemed, plus accrued interest thereon to the redemption date, in the following principal amounts:

<u>Year</u>	<u>Principal Amount</u>
2028	\$100,000
2029	\$100,000 (Maturity)

If less than the entire principal amount of any Bond in a denomination of more than \$5,000 is to be redeemed, the Registrar will issue and deliver to the registered owner thereof, upon surrender of such original Bond, a new Bond or Bonds, in any authorized denomination, in a total aggregate principal amount equal to the unredeemed balance of the original Bond. Notice of such redemption as aforesaid identifying the Bond or Bonds (or portion thereof) to be redeemed shall be sent by electronic means or mailed by certified mail to the registered owners thereof at the addresses shown on the City's registration books not less than 30 days prior to such redemption date. Any notice of redemption may contain a statement that the redemption is conditioned upon the receipt by the Paying Agent of funds on or before the date fixed for redemption sufficient to pay the redemption price of the Bonds so called for redemption, and that if funds are not available, such redemption shall be cancelled by written notice to the owners of the Bonds called for redemption in the same manner as the original redemption notice was sent. All of such Bonds as to which the City reserves and exercises the right of redemption and as to which notice as aforesaid shall have been given and for the redemption of which funds are duly provided, shall cease to bear interest on the redemption date.

Accrued interest on the Bonds shall be payable semiannually on the first day of June and December in each year, commencing December 1, 2025. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months. Payment of interest on the Bonds shall be made to the registered owners appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the interest payment date and shall be paid to the registered owners at the addresses shown on such registration books. Principal of the Bonds shall be payable in lawful money of the United States of America to the registered owners or their legal representatives upon presentation and surrender of the Bond or Bonds at the office of the Paying Agent.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk, and shall be fully registered Bonds without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall not be valid or become obligatory for any purpose until the Certificate of Authentication thereon shall have been signed by the Registrar.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar, and after such registration, payment of

the principal thereof and interest thereon shall be made only to the registered owners or their legal representatives or assigns. Each Bond shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

Section 4. Notwithstanding anything above to the contrary, the Bonds shall be issued initially as Depository Bonds, with one fully registered Bond for each maturity date, in principal amounts equal to the amount of principal maturing on each such date, and registered in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York (“DTC”). On original issue, the Bonds shall be deposited with DTC for the purpose of maintaining a book-entry system for recording the ownership interests of its participants and the transfer of those interests among its participants (the “Participants”). In the event that DTC determines not to continue to act as securities depository for the Bonds or the City determines not to continue the book-entry system for recording ownership interests in the Bonds with DTC, the City will discontinue the book-entry system with DTC. If the City does not select another qualified securities depository to replace DTC (or a successor depository) in order to continue a book-entry system, the City will register and deliver replacement Bonds in the form of fully registered certificates, in authorized denominations of \$5,000 or integral multiples of \$5,000, in accordance with instructions from Cede & Co., as nominee for DTC. In the event that the City identifies a qualified securities depository to replace DTC, the City will register and deliver replacement Bonds, fully registered in the name of such depository, or its nominee, in the denominations as set forth above, as reduced from time to time prior to maturity in connection with redemptions or retirements by call or payment, and in such event, such depository will then maintain the book-entry system for recording ownership interests in the Bonds.

Ownership interests in the Bonds may be purchased by or through Participants. Such Participants and the persons for whom they acquire interests in the Bonds as nominees will not receive certificated Bonds, but each such Participant will receive a credit balance in the records of DTC in the amount of such Participant’s interest in the Bonds, which will be confirmed in accordance with DTC’s standard procedures. Each such person for which a Participant has an interest in the Bonds, as nominee, may desire to make arrangements with such Participant to have all notices of redemption or other communications of the City to DTC, which may affect such person, forwarded in writing by such Participant and to have notification made of all interest payments.

The City will have no responsibility or obligation to such Participants or the persons for whom they act as nominees with respect to payment to or providing of notice for such Participants or the persons for whom they act as nominees.

As used herein, the term “Beneficial Owner” shall hereinafter be deemed to include the person for whom the Participant acquires an interest in the Bonds.

DTC will receive payments from the City, to be remitted by DTC to the Participants for subsequent disbursement to the Beneficial Owners. The ownership interest of each Beneficial Owner in the Bonds will be recorded on the records of the Participants whose ownership interest will be recorded on a computerized book-entry system kept by DTC.

When reference is made to any action which is required or permitted to be taken by the Beneficial Owners, such reference shall only relate to those permitted to act (by statute, regulation or otherwise) on behalf of such Beneficial Owners for such purposes. When notices are given, they shall be sent by the City to DTC, and DTC shall forward (or cause to be forwarded) the notices to the Participants so that the Participants can forward the same to the Beneficial Owners.

Beneficial Owners will receive written confirmations of their purchases from the Participants acting on behalf of the Beneficial Owners detailing the terms of the Bonds acquired. Transfers of ownership interests in the Bonds will be accomplished by book entries made by DTC and the Participants who act on behalf of the Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interest in the Bonds, except as specifically provided herein. Interest and principal will be paid when due by the City to DTC, then paid by DTC to the Participants and thereafter paid by the Participants to the Beneficial Owners.

Section 5. The Bonds shall be in substantially the following form:

(Form of Bond)

UNITED STATES OF AMERICA
STATE OF IOWA
POLK AND DALLAS COUNTIES
CITY OF CLIVE

GENERAL OBLIGATION CORPORATE PURPOSE BOND, SERIES 2025A

No. _____ \$ _____

RATE	MATURITY DATE	BOND DATE	CUSIP
_____%	June 1, _____	May 8, 2025	_____

The City of Clive (the “City”), in Polk and Dallas Counties, State of Iowa, for value received, promises to pay on the maturity date of this Bond to

Cede & Co.
New York, New York

or registered assigns, the principal sum of

THOUSAND DOLLARS

in lawful money of the United States of America upon presentation and surrender of this Bond at the office of UMB Bank, n.a., West Des Moines, Iowa (hereinafter referred to as the “Registrar” or the “Paying Agent”), with interest on said sum, until paid, at the rate per annum specified above from the date of this Bond, or from the most recent interest payment date on which interest has been paid, on June 1 and December 1 of each year, commencing December 1, 2025, except as the provisions hereinafter set forth with respect to redemption prior to maturity may be or become applicable hereto. Interest on this Bond is payable to the registered owner appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the interest payment date, and shall be paid to the registered owner at the address shown on such registration books. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months.

This Bond shall not be valid or become obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Registrar.

This Bond is one of a series of General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”) issued by the City to evidence its obligation under a certain loan agreement, dated as of May 8, 2025 (the “Loan Agreement”), entered into by the City for the purpose of paying the cost, to that extent, of (a) constructing street, water system, storm water drainage, sanitary sewer system and sidewalk improvements; (b) acquiring and installing street lighting, signage and signalization improvements; and (c) undertaking the City Facilities and Buildings Improvements Project, an urban renewal project in the Clive Urban Renewal Area in the City, authorized by action of the City Council on March 23, 2023, which will include renovating, furnishing and equipping the City Hall/Library facilities.

The Bonds are issued pursuant to and in strict compliance with the provisions of Chapters 76 and 384 of the Code of Iowa, 2025, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council, adopted on April 24, 2025, authorizing and approving the

Loan Agreement and providing for the issuance and securing the payment of the Bonds (the “Resolution”), and reference is hereby made to the Resolution and the Loan Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The City reserves the right to optionally prepay part or all of the principal of the Bonds maturing in the years 2034 to 2037, inclusive, prior to and in any order of maturity on June 1, 2033, or on any date thereafter upon terms of par and accrued interest. If less than all of the Bonds of any like maturity are to be redeemed, the particular part of those Bonds to be redeemed shall be selected by the Registrar by lot. The Bonds may be called in part in one or more units of \$5,000. [Term Bold Placeholder] Principal of the Bonds maturing on June 1 in the years 2029, 2031, 2033, 2035 and 2037 is subject to mandatory redemption (by lot, as selected by the Registrar) on June 1 in the years 2028; 2030; 2032; 2034; and 2036, respectively, in accordance with the mandatory redemption schedules set forth in the Resolution at a redemption price of 100% of the principal amount thereof to be redeemed, plus accrued interest thereon to the redemption date.

If less than the entire principal amount of any Bond in a denomination of more than \$5,000 is to be redeemed, the Registrar will issue and deliver to the registered owner thereof, upon surrender of such original Bond, a new Bond or Bonds, in any authorized denomination, in a total aggregate principal amount equal to the unredeemed balance of the original Bond. Notice of such redemption as aforesaid identifying the Bond or Bonds (or portion thereof) to be redeemed shall be sent by electronic means or mailed by certified mail to the registered owners thereof at the addresses shown on the City’s registration books not less than 30 days prior to such redemption date. All of such Bonds as to which the City reserves and exercises the right of redemption and as to which notice as aforesaid shall have been given and for the redemption of which funds are duly provided, shall cease to bear interest on the redemption date.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Bond were and have been properly existent, had, done and performed in regular and due form and time; that provision has been made for the levy of a sufficient continuing annual tax on all the taxable property within the City for the payment of the principal of and interest on this Bond as the same will respectively become due; and that the total indebtedness of the City, including this Bond, does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of Clive, Iowa, by its City Council, has caused this Bond to be executed with the duly authorized facsimile signature of its Mayor and attested with the duly authorized facsimile signature of its City Clerk, as of May 8, 2025.

CITY OF CLIVE, IOWA

By (DO NOT SIGN)

Mayor

Attest:

(DO NOT SIGN)

City Clerk

Registration Date: (Registration Date)

REGISTRAR'S CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the within-mentioned Resolution.

UMB BANK, N.A.
West Des Moines, Iowa, Iowa
Registrar

By (Authorized Signature)

Authorized Officer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common
TEN ENT - as tenants by the entireties
JT TEN - as joint tenants with right of
survivorship and not as
tenants in common

UTMA (Custodian)

As Custodian for (Minor)
under Uniform Transfers to Minors Act

(State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

(Signature guarantee must be provided in accordance with the prevailing standards and procedures of the Registrar and Transfer Agent. Such standards and procedures may require signatures to be guaranteed by certain eligible guarantor institutions that participate in a recognized signature guarantee program.)

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

Section 6. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible, and thereupon they shall be delivered to the Registrar for registration, authentication and delivery to or on behalf of the Purchaser, upon receipt of the loan proceeds (\$_____) (the "Loan Proceeds"), which includes original issue premium (\$_____), and all action heretofore taken in connection with the Loan Agreement is hereby ratified and confirmed in all respects.

A portion of the Loan Proceeds (\$_____) shall be retained by the Purchaser as the underwriter's discount.

A portion of the Loan Proceeds (\$_____) (the "Project Proceeds") received from the sale of the Bonds shall be deposited in a dedicated fund (the "Project Fund"), which is hereby created, to be used for the payment of costs of the Projects and to the extent that Project Proceeds remain after the full payment of the costs of the Projects, such Proceeds, shall be transferred to the Debt Service Fund for the payment of interest on the Bonds.

The remainder of the Loan Proceeds (\$_____) (the "Cost of Issuance Proceeds"), received from the sale of the Bonds shall be deposited in the Project Fund, and shall be used for the payment of costs of issuance of the Bonds, and to the extent that Cost of Issuance Proceeds remain after the full payment of the costs of issuance of the Bonds, such Cost of Issuance Proceeds shall be transferred to the Debt Service Fund for the payment of interest on the Bonds.

The City shall keep a detailed and segregated accounting of the expenditure of, and investment earnings on, the Loan Proceeds to ensure compliance with the requirements of the Internal Revenue Code, as hereinafter defined. The forgoing uses of the Loan Proceeds may be modified in the final closing and tax certificate.

Section 7. 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, there is hereby ordered levied on all the taxable property in the City the following direct annual tax for collection in each of the following fiscal years:

For collection in the fiscal year beginning July 1, 2026,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2027,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2028,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2029,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2030,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2031,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2032,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2033,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2034,
sufficient to produce the net annual sum of \$_____;

For collection in the fiscal year beginning July 1, 2035,
sufficient to produce the net annual sum of \$_____; and

For collection in the fiscal year beginning July 1, 2036,
sufficient to produce the net annual sum of \$_____.

Section 8. A certified copy of this resolution shall be filed with the County Auditors of Polk and Dallas Counties, and the County Auditors are hereby instructed to enter for collection and assess the tax hereby authorized. When annually entering such taxes for collection, the County Auditors 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 hereby authorized and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Code of Iowa, 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 Section 7 of this 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.

Section 9. The interest or principal and both of them falling due in any year or years shall, if necessary, be paid promptly from current funds on hand in advance of taxes levied and when the taxes shall have been collected, reimbursement shall be made to such current funds in the sum thus advanced.

Section 10. It is the intention of the City that interest on the Bonds be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations in effect with respect thereto (all of the foregoing herein referred to as the "Internal Revenue Code"). In furtherance thereof, the City covenants to comply with the provisions of the Internal Revenue Code as they may from time to time be in effect or amended and further covenants to comply with the applicable future laws, regulations, published rulings and court decisions as may be necessary to insure that the interest on the Bonds will remain excluded from gross income for federal income

tax purposes. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

Section 11. The Securities and Exchange Commission (the “SEC”) has promulgated certain amendments to Rule 15c2-12 under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12) (the “Rule”) that make it unlawful for an underwriter to participate in the primary offering of municipal securities in a principal amount of \$1,000,000 or more unless, before submitting a bid or entering into a purchase contract for such securities, an underwriter has reasonably determined that the issuer or an obligated person has undertaken in writing for the benefit of the holders of such securities to provide certain disclosure information to prescribed information repositories on a continuing basis so long as such securities are outstanding or unless and to the extent the offering is exempt from the requirements of the Rule.

On the date of issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Certificate pursuant to which the City will undertake to comply with the Rule. The City covenants and agrees that it will comply with and carry out the provisions of the Continuing Disclosure Certificate. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the Rule and the Continuing Disclosure Certificate.

Section 12. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 13. This resolution shall be in full force and effect immediately upon its approval and adoption, as provided by law.

Passed and approved April 24, 2025.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
POLK AND DALLAS COUNTIES SS:
CITY OF CLIVE

I, the undersigned, City Clerk of the City of Clive, do hereby certify that as such City Clerk I have in my possession or have access to the complete corporate records of the City and of its City Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the adoption of a resolution authorizing a Loan Agreement and providing for the sale and issuance of \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A of the City evidencing the City's obligation under the Loan Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no appeal has been taken to the District Court from the decision of the City Council to enter into the Loan Agreement, to issue the Bonds or to levy taxes to pay the principal of and interest on the Bonds.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

COUNTY FILING CERTIFICATE

STATE OF IOWA

SS:

POLK COUNTY

I, the undersigned, County Auditor of Polk County, in the State of Iowa, do hereby certify that on the _____ day of _____, 2025, the City Clerk of the City of Clive filed in my office a certified copy of a resolution of such City shown to have been adopted by the City Council and approved by the Mayor thereof on April 24, 2025, entitled: "Resolution authorizing and approving a Loan Agreement, providing for the sale and issuance of \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A, and providing for the levy of taxes to pay the same," and that I have duly placed a copy of the resolution on file in my records.

I further certify that the taxes provided for in that resolution will in due time, manner and season be entered on the State and County tax lists of this County for collection in the fiscal year beginning July 1, 2025, and subsequent years as provided in the resolution.

WITNESS MY HAND this _____ day of _____, 2025.

County Auditor

COUNTY FILING CERTIFICATE

STATE OF IOWA

SS:

DALLAS COUNTY

I, the undersigned, County Auditor of Dallas County, in the State of Iowa, do hereby certify that on the _____ day of _____, 2025, the City Clerk of the City of Clive filed in my office a certified copy of a resolution of such City shown to have been adopted by the City Council and approved by the Mayor thereof on April 24, 2025, entitled: "Resolution authorizing and approving a Loan Agreement, providing for the sale and issuance of \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A, and providing for the levy of taxes to pay the same," and that I have duly placed a copy of the resolution on file in my records.

I further certify that the taxes provided for in that resolution will in due time, manner and season be entered on the State and County tax lists of this County for collection in the fiscal year beginning July 1, 2025, and subsequent years as provided in the resolution.

WITNESS MY HAND this _____ day of _____, 2025.

County Auditor

LOAN AGREEMENT

This Loan Agreement is entered into as of May 8, 2025, by and between the City Clive, Iowa (the “City”), and _____ (the “Purchaser”). The parties agree as follows:

1. The Purchaser shall loan to the City the sum of \$5,570,000, and the City’s obligation to repay hereunder shall be evidenced by the issuance of General Obligation Corporate Purpose Bonds, Series 2025A in the aggregate principal amount of \$5,570,000 (the “Bonds”).

2. The City has adopted a resolution on April 24, 2025 (the “Resolution”) authorizing and approving this Loan Agreement and providing for the issuance of the Bonds and the levy of taxes to pay the principal of and interest on the Bonds for the purpose or purposes set forth in the Resolution. The Resolution is incorporated herein by reference, and the parties agree to abide by the terms and provisions of the Resolution. In and by the Resolution, provision has been made for the levy of a sufficient continuing annual tax on all the taxable property within the City for the payment of the principal of and interest on the Bonds as the same will respectively become due.

3. The Bonds, in substantially the form set forth in the Resolution, shall be executed and delivered to or on behalf of the Purchaser to evidence the City’s obligation to repay the amounts payable hereunder. The Bonds shall be dated May 8, 2025, shall be in denominations of \$5,000 or integral multiples thereof, shall bear interest, shall be payable as to principal on the dates and in the amounts, shall be subject to prepayment prior to maturity and shall contain such other terms and provisions as provided in the Bonds and the Resolution.

4. This Loan Agreement is executed pursuant to the provisions of Section 384.24A of the Code of Iowa and shall be read and construed as conforming to all provisions and requirements of the statute.

IN WITNESS WHEREOF, we have hereunto affixed our signatures all as of the date first above written.

CITY OF CLIVE, IOWA

By _____
Mayor

Attest:

City Clerk

[Purchaser]
[Location]

By _____
(Signature)

(Print Name and Title)

REGISTRAR / PAYING AGENT AGREEMENT

THIS AGREEMENT is made and entered into this May 8, 2025 (the “Dated Date”) by and between the City of Clive, Iowa, hereinafter called “ISSUER”, and UMB Bank, n.a., a national banking association with its principal payment office in Kansas City, Missouri, in its capacity as paying agent and registrar, hereinafter called the “AGENT”.

WHEREAS, the ISSUER has issued, or is currently in the process of issuing, pursuant to an ordinance, resolution, order, final terms certificate, notice of sale or other authorizing instrument of the governing body of the ISSUER, hereinafter collectively called the “Bond Document” certain bonds, certificates, notes and/or other debt instruments, more particularly described as \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A hereinafter called the “Bonds”; and

WHEREAS, pursuant to the Bond Document, the ISSUER has designated and appointed the AGENT as agent to perform registrar and paying agent services, to wit: establishing and maintaining a record of the owners of the Bonds, effecting the transfer of ownership of the Bonds in an orderly and efficient manner, making payments of principal and interest when due pursuant to the terms and conditions of the Bonds, and for other related purposes; and

WHEREAS, the AGENT has represented that it possesses the necessary qualifications and maintains the necessary facilities to properly perform the required services as such registrar and paying agent and is willing to serve in such capacities for the ISSUER;

NOW THEREFORE, in consideration of mutual promises and covenants herein contained the parties agree as follows:

1. The ISSUER has designated and appointed the AGENT as registrar and paying agent of the Bonds pursuant to the Bond Document, and the AGENT has accepted such appointment and agrees to provide the services set forth therein and herein.
2. The ISSUER agrees to deliver or cause to be delivered to the AGENT a transcript of the proceedings related to the Bonds to contain the following documents:
 - a) A copy of the Bond Document, and the consent or approval of any other governmental or regulatory authority, required by law to approve or authorize the issuance of the Bonds;
 - b) A written opinion by an attorney or by a firm of attorneys with a nationally recognized standing in the field of municipal bond financing, and any supporting or supplemental opinions, to the effect that the Bonds and the Bond Document have been duly authorized and issued by, are legally binding upon and are enforceable against the ISSUER;
 - c) A closing certificate of the ISSUER, a closing certificate and/or receipt of the purchaser(s) of the Bonds, and such other documents related to the issuance of the Bonds as the Agent reasonably deems necessary or appropriate; and
 - d) Unless Paragraph 20 hereof is applicable, in addition to the transcript of proceedings a reasonable supply of blank Bond certificates bearing the manual or facsimile signatures of

officials of the ISSUER authorized to sign certificates and, if required by the Bond Document, impressed with the ISSUER's seal or facsimile thereof, to enable the AGENT to provide Bond Certificates to the holders of the Bonds upon original issuance or the transfer thereof.

The foregoing documents may be subject to the review and approval of legal counsel for the AGENT. Furthermore, the ISSUER shall provide to the AGENT prompt written notification of any future amendment or change in respect of any of the foregoing, together with such documentation as the AGENT reasonably deems necessary or appropriate.

3. Unless Paragraph 20 hereof is applicable, Bond certificates provided by the ISSUER shall be printed in a manner to minimize the possibility of counterfeiting. This requirement shall be deemed satisfied by use of a certificate format meeting the standard developed by the American National Standards Committee or in such other format as the AGENT may accept by its authentication thereof. The AGENT shall have no responsibility for the form or contents of any such certificates. The ISSUER shall, while any of the Bonds are outstanding, provide a reasonable supply of additional blank certificates at any time upon request of the AGENT. All such certificates shall satisfy the requirements set forth in Paragraphs 2(d) and 3.

4. The AGENT shall initially register and authenticate, pursuant to instructions from the ISSUER and/or the initial purchaser(s) of the Bonds, one or more Bonds and shall enter into a Bond registry record the certificate number of the Bond and the name and address of the owner. The AGENT shall maintain such registry of owners of the Bonds until all the Bonds have been fully paid and surrendered. The initial owner of each Bond as reflected in the registry of owners shall not be changed except upon transfers of ownership and in accordance with procedures set forth in the Bond Document or this Agreement.

5. Transfers of ownership of the Bonds shall be made by the AGENT as set forth in the Bond Document. Absent specific guidelines in the Bond Document, transfers of ownership of the Bonds shall be made by the AGENT only upon delivery to the AGENT of a properly endorsed Bond or of a Bond accompanied by a properly endorsed transfer instrument, accompanied by such documents as the AGENT may deem necessary to evidence the authority of the person making the transfer, and satisfactory evidence of compliance with all applicable laws relating to the collection of taxes. The AGENT reserves the right to refuse to transfer any Bond until it is satisfied that each necessary endorsement is genuine and effective, and for that purpose it may require guarantees of signatures in accordance with applicable rules of the Securities and Exchange Commission and the standards and procedures of the AGENT, together with such other assurances as the AGENT shall deem necessary or appropriate. The AGENT shall incur no liability for delays in registering transfers as a result of inquiries into adverse claims or for the refusal in good faith to make transfers which it, in its judgment, deems improper or unauthorized. Upon presentation and surrender of any duly registered Bond and satisfaction of the transferability requirements, the AGENT shall (a) cancel the surrendered Bond; (b) register a new Bond(s) as directed in the same aggregate principal amount and maturity; (c) authenticate the new Bond(s); and (d) enter the transferee's name and address, together with the certificate number of the new Bond(s), in its registry of owners.

6. The AGENT may deliver Bonds by first class, certified, or registered mail, or by courier.

7. Ownership of, payment of the principal amount of, redemption premium, if any, and interest due on the Bonds and delivery of notices shall be subject to the provisions of the Bond Document, and for all other purposes. The AGENT shall have no responsibility to determine the beneficial owners of any Bonds and shall owe no duties to any such beneficial owners. Upon written request and reasonable notice from the ISSUER, the AGENT will mail, at the ISSUER's expense, notices or other communications from the ISSUER to the holders of the Bonds as recorded in the registry maintained by the AGENT.

8. Unless the Bond Document provides otherwise, the ISSUER shall, without notice from or demand of the AGENT, provide to the AGENT funds that are immediately available at least one business day prior to the relevant interest and/or principal payment date, sufficient to pay on each interest payment date and each principal payment date, all interest and principal then payable under the terms and provisions of the Bond Document and the Bonds. The AGENT shall have no responsibility to make any such payments to the extent ISSUER has not provided sufficient immediately available funds to AGENT on the relevant payment date. Unless the Bond Document provides otherwise, in the event that an interest and/or principal payment date shall be a date that is not a business day, payment may be made on the next succeeding business day and no interest shall accrue. The term "business day" shall include all days except Saturdays, Sundays and legal holidays recognized by the Federal Reserve Bank of Kansas City, Missouri.

9. Unless otherwise provided in the Bond Document and subject to the provisions of Paragraph 12 hereof, to the extent that the ISSUER has made sufficient funds available to it, the AGENT will pay to the record owners of the Bonds as of any record date (as specified in the Bond certificate or Bond Document) the interest due thereon as of the related interest payment date or any redemption date and, will pay upon presentation and surrender of such Bond at maturity or earlier date of redemption to the owner of any Bond, the principal or redemption amount of such Bond.

10. The AGENT may make a charge against any Bond owner sufficient for the reimbursement of any governmental tax or other charge required to be paid for any reason, including, but not limited to, failure of such owner to provide a correct taxpayer identification number to the AGENT. Such charge may be deducted from an interest or principal payment due to such owner.

11. Unless payment of interest, principal, and redemption premium, if any, is made by electronic transfer all payments will be made by check or draft and mailed to the last address of the owner as reflected on the registry of owners, or to such other address as directed in writing by the owner. In the event of payment of interest, the principal amount of and redemption premium, if any, by electronic transfer, the AGENT shall make payment by such means, at the expense of the ISSUER, pursuant to written instructions from the owner.

12. Subject to the provisions of the Bond Document, the AGENT may pay at maturity or redemption or issue new certificates to replace certificates represented to the AGENT to have been lost, destroyed, stolen or otherwise wrongfully taken, but first may require the Bond owner to pay a replacement fee, to furnish an affidavit of loss, and/or furnish either an indemnity bond or other indemnification satisfactory to the AGENT indemnifying the ISSUER and the AGENT.

13. The AGENT shall comply with the provisions, if any, of the Bond Document and the rules of the Securities and Exchange Commission pertaining to the cancellation and retention of Bond certificates and the periodic certification to the Issuer of the cancellation of such Bond certificates. In the event that the ISSUER requests in writing that the AGENT forward to the ISSUER the cancelled Bond certificates, the ISSUER agrees to comply with the foregoing described rules. The AGENT shall have no duty to retain any documents or records pertaining to this Agreement, the Bond Document or the Bonds any longer than eleven years after final payment on the Bonds, unless otherwise required by the rules of the Securities and Exchange Commission or other applicable law.

14. In case of any request or demand for inspection of the registry of owners or other related records maintained by the AGENT, the AGENT may be entitled to receive appropriate instructions from the ISSUER before permitting or refusing such inspection. The AGENT reserves the right, however, to only permit such inspection at a location and at such reasonable time or times designated by the Agent.

15. The AGENT is authorized to act on the order, directions or instructions of such officials as the governing body of ISSUER as the ISSUER by resolution or other proper action shall designate. The AGENT shall be protected in acting upon any paper or document believed by it to be genuine and to have been signed by the proper official(s), and the ISSUER shall promptly notify AGENT in writing of any change in the identity or authority of officials authorized to sign Bond certificates, written instructions or requests. If not so provided in the Bond Document, if any official whose manual or facsimile signature appears on blank Bond certificates shall die, resign or be removed from office or authority before the authentication of such certificates by the Agent, the AGENT may nevertheless issue such certificates until specifically directed to the contrary in writing by the ISSUER.

16. The AGENT shall provide notice(s) to the owners of the Bonds and such depositories, banks, brokers, rating agencies, information services, repositories, or publications as required by the terms of the Bond Document and to any other entities that request such notice(s) and, if so directed in such other manner and to such other parties as the Issuer shall so direct in writing and at the expense of the ISSUER.

17. The ISSUER shall compensate the AGENT for the AGENT's ordinary services as paying agent and registrar and shall reimburse the AGENT for all ordinary out-of-pocket expenses, charges, advances, counsel fees and other costs incurred in connection with the Bonds, the Bond Document and this Agreement as set forth in the Exhibit A or as otherwise agreed to by the Issuer and Agent in writing. In addition, should it become necessary for the AGENT to perform extraordinary services, the AGENT shall be entitled to extra compensation therefor and reimbursement for any out-of-pocket extraordinary costs and expenses, including, but not limited to, attorneys' fees.

18. The AGENT may resign, or be removed by the ISSUER, as provided in the Bond Document, or, if not so provided in the Bond Document, upon thirty days written notice to the other. Upon the effective date of resignation or removal, all obligations of the AGENT hereunder shall cease and terminate. In the event of resignation or removal, the AGENT shall deliver the registry of owners and all related books and records in accordance with the written instructions of the ISSUER or any successor agent designated in writing by the Issuer within a reasonable period following the effective date of its removal or resignation.

19. Whenever in the performance of its duties as Agent hereunder, the Bond Document or under the Bonds the AGENT shall deem it desirable that a matter be proved or established prior to taking, suffering or omitting any action hereunder, under the Bond Document or under the Bonds, the AGENT may consult with legal counsel, including, but not limited to, legal counsel for the ISSUER, with respect to any matter in connection with this Agreement and it shall not be liable for any action taken or omitted by it in good faith in reliance upon the advice or opinion of such counsel.

20. In the event that the Bond Document provides that the initial registered owner of all of the Bond certificates is or may be the Depository Trust Company, or any other securities depository or registered clearing agency qualified under the Securities and Exchange Act of 1934, as amended (a "Securities Depository"), none of the beneficial owners will receive certificates representing their respective interest in the Bonds. Except to the extent provided otherwise in the Bond Document, the following provisions shall apply:

- a) The registry of owners maintained by the AGENT will reflect as owner of the Bonds only the Securities Depository or its nominee, until and unless the ISSUER authorizes the delivery of Bond certificates to the beneficial owners as described in subsection (d) below.
- b) It is anticipated that during the term of the Bonds, the Securities Depository will make book-entry transfers among its participants and receive and transmit payments of principal and interest on the Bonds to the participants, unless and until the ISSUER authorizes the delivery of Bonds to the beneficial owners as described in subsection (d) below.
- c) The ISSUER may at any time, in accordance with the Bond Document, select and appoint a successor Securities Depository and shall notify the Agent of such selection and appointment in writing.
- d) If the ISSUER determines that the holding of the Bonds by the Securities Depository is no longer in the best interests of the beneficial owners of the Bonds, then the AGENT, at the written instruction and expense of the ISSUER, shall notify the beneficial owners of the Bonds by first class mail of such determination and of the availability of certificates to owners requesting the same. The AGENT shall register in the names of and authenticate and deliver certificates representing their respective interests in the Bonds to the beneficial owners or their nominees, in principal amounts and maturities representing the interest of each, making such adjustments as it may find necessary or appropriate as to accrued interest and previous calls for redemption. In such event, all references to the Securities Depository herein shall relate to the period of time when at least one Bond is registered in the name of the Securities Depository or its nominee. For the purposes of this paragraph, the AGENT may conclusively rely on information provided by the Securities Depository and its participants as to principal amounts held by and the names and mailing addresses of the beneficial owners of the Bonds, and shall not be responsible for any investigation to determine the beneficial owners. The cost of printing certificates for the Bonds and expenses of the AGENT shall be paid by the ISSUER.

21. The AGENT shall incur no liability whatsoever in taking or failing to take any action in accordance with the Bond Document, and shall not be liable for any error in judgment made in good faith by an officer or employee of the AGENT unless it shall be proved the AGENT was negligent in ascertaining the pertinent facts or acted intentionally in bad faith. The AGENT shall not be under any

obligation to prosecute or defend any action or suit in connection with its duties under the Bond Document or this Agreement or in respect of the Bonds, which, in its opinion, may involve it in expense or liability, unless satisfactory security and indemnity is furnished to the Agent (except as may result from the AGENT's own negligence or willful misconduct). To the extent permitted by law, the ISSUER agrees to indemnify the AGENT for, and hold it harmless against, any loss, liability, or expense incurred without negligence or bad faith on its part, arising out of or in connection with its acceptance or administration of its duties hereunder, including the cost and expense against any claim or liability in connection with the exercise or performance of any of its powers or duties under this Agreement. To the extent that the ISSUER may now or hereafter be entitled to claim, for itself or its assets, immunity from suit, execution, attachment (before or after judgment) or other legal process, the ISSUER irrevocably agrees not to claim, and it hereby waives, such immunity in connection with any suit or other action brought by the AGENT to enforce the terms of the Bond Document or this Agreement. The AGENT shall only be responsible for performing such duties as are set forth herein, required by the Bond Document, or otherwise agreed to in writing by the AGENT.

22. It is mutually understood and agreed that, unless otherwise provided in the Bonds or Bond Document, this Agreement shall be governed by the laws of the State of Iowa, both as to interpretation and performance.

23. It is understood and agreed by the parties that if any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any applicable law, regulation or rule, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

24. The name "UMB Bank, n.a." shall include its successor or successors, any surviving corporation into which it may be merged, any new corporation resulting from its consolidation with any other corporation or corporations, the successor or successors of any such surviving or new corporation, and any corporation to which the corporate trust business of said Bank may at any time be transferred.

25. All notices, demands, and request required or permitted to be given to the ISSUER or AGENT under the provisions hereof must be in writing and shall be deemed to have been sufficiently given, upon receipt if (i) personally delivered, (ii) sent by email or electronic means and confirmed by phone or (iii) mailed by registered or certified mail, with return receipt requested, delivered as follows:

If to AGENT:	UMB Bank, n.a. Attn: Corporate Trust & Escrow Services 7155 Lake Drive, Suite 120 West Des Moines, Iowa 50266
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If to ISSUER:	City of Clive, Iowa Attn: City Clerk City Hall 1900 NW 114 th Street Clive, Iowa 50325-7077
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26. The parties hereto agree that the transactions described herein may be conducted and related documents may be sent, received or stored by electronic means. Copies, telecopies, facsimiles, electronic files and other reproductions of original executed documents shall be deemed to be authentic and valid counterparts of such original documents for all purposes, including the filing of any claim, action or suit in the appropriate court of law.

27. In order to comply with provisions of the USA PATRIOT Act of 2001, as amended from time to time, and the Bank Secrecy Act, as amended from time to time, the AGENT may request certain information and/or documentation to verify confirm and record identification of persons or entities who are parties to this Agreement.

28. If the Bonds are eligible for receipt of any U.S. Treasury Interest Subsidy and if so directed by the Bond Document or, as agreed to in writing between the Issuer and the Paying Agent, the Paying Agent shall comply with the provisions, if any, relating to it as described in the Bond Document or as otherwise agreed upon in writing between the Issuer and the Paying Agent. The Paying Agent shall not be responsible for completion of or the actual filing of Form 8038-CP (or any successor form) with the IRS or any payment from the United States Treasury in accordance with §§ 54AA and 6431 of the Code.

IN WITNESS WHEREOF, the parties hereto have, by their duly authorized signatories, set their respective hands on the Dated Date.

CITY OF CLIVE, IOWA

Mayor

Attest:

City Clerk

UMB BANK, N.A., as PAYING AGENT/REGISTRAR

By: _____
Authorized Signatory



PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT FEE SCHEDULE

ADMINISTRATION

- | | |
|--------------------------------------|----------------------------|
| • Book Entry Bonds | \$300 initial/\$600 annual |
| • Registered/Private Placement Bonds | \$750 initial/\$600 annual |

* Initial Fees charged at Closing

* Annual Fees charged in arrears month of closing

ADDITIONAL SERVICES

- | | |
|-------------------------------------|------------------------------|
| • Placement of CDs or Sinking Funds | \$500 per set up/outside UMB |
| • Late Payments | \$100 |
| • Optional or Partial Redemption | \$300 |
| • Mandatory Redemption | \$100 |
| • Early Termination/Full Call | \$500 |
| • Paying Costs of Issuance | \$500 one-time fee |

SERVICES AVAILABLE UPON REQUEST

- | | |
|-----------------------|----------------|
| • Dissemination Agent | \$1,000 annual |
|-----------------------|----------------|

CHANGES IN FEE SCHEDULE

UMB Bank, N.A. reserves the right to renegotiate this fee schedule

Reasonable charges will be made for additional services or reports not contemplated at the time of execution of the Agreement or not covered specifically elsewhere in this schedule. Extraordinary out-of-pocket expenses will be charged at cost. However, this does not include ordinary out-of-pocket expenses such as normal postage and supplies, which are included in the annual fees quoted above.

CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the “Disclosure Certificate”) is executed and delivered by the City of Clive, Iowa (the “Issuer”), in connection with the issuance of \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”), dated May 8, 2025. The Bonds are being issued pursuant to a resolution of the Issuer approved on April 24, 2025 (the “Resolution”). The Issuer covenants and agrees as follows:

Section 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist the Participating Underwriters in complying with S.E.C. Rule 15c-12.

Section 2. Definitions. In addition to the definitions set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

“Annual Report” shall mean any Annual Report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

“Beneficial Owner” shall mean any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Bonds for federal income tax purposes.

“Dissemination Agent” shall mean the Dissemination Agent, if any, designated in writing by the Issuer and which has filed with the Issuer a written acceptance of such designation.

“EMMA” shall mean the MSRB’s Electronic Municipal Market Access system available at <http://emma.msrb.org>.

“Financial Obligation” shall mean a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation, or, (iii) guarantee of either (i) or (ii). The term “Financial Obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB pursuant to the Rule.

“Holders” shall mean the registered holders of the Bonds, as recorded in the registration books of the Registrar.

“Listed Events” shall mean any of the events listed in Section 5(a) of this Disclosure Certificate.

“Municipal Securities Rulemaking Board” or “MSRB” shall mean the Municipal Securities Rulemaking Board, 1300 I Street NW, Suite 1000, Washington, DC 20005.

“Participating Underwriter” shall mean any of the original underwriters of the Bonds required to comply with the Rule in connection with offering of the Bonds.

“Rule” shall mean Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

“State” shall mean the State of Iowa.

Section 3. Provision of Annual Reports.

(a) Not later than June 30 (the “Submission Deadline”) of each year following the end of the 2024-2025 fiscal year, the Issuer shall, or shall cause the Dissemination Agent (if any) to, file on EMMA an electronic copy of its Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate in a format and accompanied by such identifying information as prescribed by the MSRB. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the audited financial statements of the Issuer may be submitted separately from the balance of the Annual Report and later than the Submission Deadline if they are not available by that date. If the Issuer’s fiscal year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5(c), and the Submission Deadline beginning with the subsequent fiscal year will become one year following the end of the changed fiscal year.

(b) If the Issuer has designated a Dissemination Agent, then not later than fifteen (15) business days prior to the Submission Deadline, the Issuer shall provide the Annual Report to the Dissemination Agent.

(c) If the Issuer is unable to provide an Annual Report by the Submission Deadline, in a timely manner thereafter, the Issuer shall, or shall cause the Dissemination Agent (if any) to, file a notice on EMMA stating that there has been a failure to provide an Annual Report on or before the Submission Deadline.

Section 4. Content of Annual Reports. The Issuer’s Annual Report shall contain or include by reference the following:

(a) The **audited financial statements** of the Issuer for the prior fiscal year, prepared in accordance with generally accepted accounting principles promulgated by the Financial Accounting Standards Board as modified in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under State law, as in effect from time to time, or, if and to the extent such audited financial statements have not been prepared in accordance with generally accepted accounting principles, noting the discrepancies therefrom and the effect thereof. If the Issuer’s audited financial statements are not available by the Submission Deadline, the Annual Report shall contain unaudited financial information (which may include any annual filing information required by State law) accompanied by a notice that the audited financial statements are not yet

available, and the audited financial statements shall be filed on EMMA when they become available.

(b) Tables, schedules or other information contained in the official statement for the Bonds, under the following captions:

Property Valuations
Larger Taxpayers
Levies and Tax Collections
Tax Rates
Debt Limit
Direct Debt

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the Issuer or related public entities, which are available on EMMA or are filed with the Securities and Exchange Commission. If the document included by reference is a final official statement, it must be available on EMMA. The Issuer shall clearly identify each such other document so included by reference.

Section 5. Reporting of Significant Events

(a) Pursuant to the provisions of this Section 5, the Issuer shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds:

- (1) Principal and interest payment delinquencies.
- (2) Non-payment related defaults, if material.
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties.
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties.
- (5) Substitution of credit or liquidity providers, or their failure to perform.
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security.
- (7) Modifications to rights of security holders, if material.
- (8) Bond calls, if material, and tender offers.
- (9) Defeasances.

- (10) Release, substitution, or sale of property securing repayment of the securities, if material.
- (11) Rating changes.
- (12) Bankruptcy, insolvency, receivership or similar event of the obligated person.

Note to paragraph (12): For the purposes of the event identified in subparagraph (12), the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

- (13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material.
- (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material.
- (15) Incurrence of a Financial Obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the obligated person, any of which affect security holders, if material.
- (16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the obligated person, any of which reflect financial difficulties.

(b) If a Listed Event described in Section 5(a) paragraph (2), (7), (8) (but only with respect to bond calls under (8)), (10), (13), (14), or (15) has occurred and the Issuer has determined that such Listed Event is material under applicable federal securities laws, the Issuer shall, in a timely manner but not later than ten business days after the occurrence of such Listed Event, promptly file, or cause to be filed, a notice of such occurrence on EMMA, with such notice in a format and accompanied by such identifying information as prescribed by the MSRB.

(c) If a Listed Event described in Section 5(a) paragraph (1), (3), (4), (5), (6), (8) (but only with respect to tender offers under (8)), (9), (11), (12), or (16) above has occurred the Issuer shall, in a timely manner but not later than ten business days after the occurrence of such Listed Event, promptly file, or cause to be filed, a notice of such occurrence on EMMA, with such notice in a format and accompanied by such identifying information as prescribed by the MSRB. Notwithstanding the foregoing, notice of Listed Events described in Section (5)(a) paragraphs (8) and (9) need not be given under this subsection any earlier than the notice (if any) of the underlying event is given to Holders of affected Bonds pursuant to the Resolution.

Section 6. Termination of Reporting Obligation. The Issuer's obligations under this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds or upon the Issuer's receipt of an opinion of nationally recognized bond counsel to the effect that, because of legislative action or final judicial action or administrative actions or proceedings, the failure of the Issuer to comply with the terms hereof will not cause Participating Underwriters to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended.

Section 7. Dissemination Agent. The Issuer may, from time to time, appoint or engage a Dissemination Agent to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Agent, with or without appointing a successor Dissemination Agent. The Dissemination Agent shall not be responsible in any manner for the content of any notice or Annual Report prepared by the Issuer pursuant to this Disclosure Certificate. The initial Dissemination Agent shall be the Issuer.

Section 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the Issuer may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, provided that the following conditions are satisfied:

(a) (i) the amendment or waiver is made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature or status of an obligated person with respect to the Bonds, or the type of business conducted; (ii) the undertaking, as amended or taking into account such waiver, would, in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the original issuance of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and (iii) the amendment or waiver either (1) is approved by a majority of the Holders, or (2) does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Holders or Beneficial Owners; or

(b) the amendment or waiver is necessary to comply with modifications to or interpretations of the provisions of the Rule as announced by the Securities and Exchange Commission.

In the event of any amendment or waiver of a provision of this Disclosure Certificate, the Issuer shall describe such amendment in the next Annual Report, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver and its impact on the type (or in the case of a change of accounting principles, on the presentation) of financial

information or operating data being presented by the Issuer. In addition, if the amendment relates to the accounting principles to be followed in preparing audited financial statements, (i) notice of such change shall be given in the same manner as for a Listed Event under Section 5(c), and (ii) the Annual Report for the year in which the change is made will present a comparison or other discussion in narrative form (and also, if feasible, in quantitative form) describing or illustrating the material differences between the audited financial statements as prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Issuer chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the Issuer shall have no obligation under this Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

Section 10. Default. In the event of a failure of the Issuer to comply with any provision of this Disclosure Certificate, any Holder or Beneficial Owner may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer to comply with its obligations under this Disclosure Certificate. Direct, indirect, consequential and punitive damages shall not be recoverable by any person for any default hereunder and are hereby waived to the extent permitted by law. A default under this Disclosure Certificate shall not be deemed an event of default under the Resolution, and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Duties, Immunities and Liabilities of Dissemination Agent. The Dissemination Agent, if any, shall have only such duties as are specifically set forth in this Disclosure Certificate, and the Issuer agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which it may incur arising out of or in the exercise or performance of its powers and duties hereunder, including the costs and expenses (including attorneys' fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's negligence or willful misconduct. The obligations of the Issuer under this Section shall survive resignation or removal of the Dissemination Agent and payment of the Bonds.

Section 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer, the Dissemination Agent, the Participating Underwriters and Holders and Beneficial Owners from time to time of the Bonds, and shall create no rights in any other person or entity.

Dated: May 8, 2025

CITY OF CLIVE, IOWA

By _____
Mayor

Attest:

By _____
City Clerk



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: Utility Rate Adjustments - FY26

SYNOPSIS:

For your consideration is the 2nd reading of the ordinances pertaining to FY26 water, sewer, and stormwater utility rates. The increases would go in effect May 15, which is billed in June, and due in July.

The water utility ordinance reflects a 2% increase. The sewer utility ordinance has been prepared with a 4% increase. The stormwater rate ordinance has been prepared with an 3% increase.

There has been no public comment received, either written or verbal to date. Staff recommends approval.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: 2nd Consideration of Proposed Ordinance No. 1159 pertaining to Water Rates

SYNOPSIS:

For your consideration is the 2nd reading of the ordinances pertaining to FY 26 utility rates. The increases would go into effect May 15, which is billed in June, and is due in July.

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

There has been no public comment received, either written or verbal, to date. Staff recommends approval.

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: Elizabeth Hansen, Director of Administrative Services

DATE: April 24, 2025

RE: 2nd Consideration of Proposed Ordinance No. 1160 pertaining to Sewer Rates

SYNOPSIS:

For your consideration is the 2nd reading of the ordinances pertaining to FY 26 utility rates. The increases would go into effect May 15, which is billed in June. and is due in July.

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.

There has been no public comment received, either written or verbal, to date. Staff recommends approval.

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 24, 2025

RE: 2nd Consideration of Proposed Ordinance No. 1161 pertaining to Stormwater Rates

SYNOPSIS:

For your consideration is the 2nd reading of the ordinances pertaining to FY 26 utility rates. The increases would go into effect May 15, which is billed in June, and is due in July.

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

There has been no public comment received, either written or verbal, to date. Staff recommends approval.

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: Doug Ollendike, Community Development Director

DATE: April 24, 2025

RE: 2025 Flood Preparedness Update

SYNOPSIS:

As you are aware, Clive staff engage in a number of flood preparation activities throughout the year, ultimately culminating in an annual spring flood exercise that is intended to ensure that the City is fully ready to respond to a flood event and to continue to reinforce the need for the public to be aware of their individual flood risks. At the conclusion of this annual cycle, staff have taken a moment to reflect on the various actions taken over the last 12 months and will provide a brief summary highlighting several of the efforts. Additionally, staff will share some thoughts around activities anticipated to be undertaken over the next 12 months as we continue to improve the City's capacity to prepare for and respond to the changing conditions within the Walnut Creek Watershed.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Clay Garcia, Fire Chief

DATE: April 24, 2025

RE: Resolution Approving Updated Clive Flood Response and Recovery Plan

SYNOPSIS:

On March 26th, 2025, the City of Clive participated in our annual flood tabletop exercise. The exercise was conducted using actual date and time. The full training outline is attached for reference.

The tabletop began with a brief overview of the current situation and included the past weeks' heavy rainfall. A T level was identified by the City Manager and broadcast. The Emergency Operations Command was set up in the large training room at CPSC, including the City of Clive Command staff. Operations were carried out in various rooms at CPSC and directives were tasked out to responsible departments. Throughout the event, we had Fire/EMS consultant Rick Roe and myself watching the command staff and operations staff as they were tasked with various incidents.

Upon conclusion of the event, an after-action review (AAR) was conducted. The overall review of the table-top was very good, and was considered a success. As part of the AAR, there were noted items to be updated and items to be looked into for consideration for the flood plan response. The "To-Do" list is also attached for further reference. One of the larger items of note was the flood-prone property buy-outs and the updating of the inundation mapping as it's associated with that area.

The other item of note was the transition and utilization of the Harbach Center as a place of refuge for residents needing to get out of flooded areas. Other items of note are not flood plan changes, but more department operations considerations, such as an Aqua Dam testing schedule and scheduled replacement, drone usage, National Weather Service Slack Channell monitoring and utilizing outside entities such as Polk County EMA and mutual aid agencies.

Staff would recommend approval of the included resolution approving the latest updates to the City's Flood Response and Recovery Plan.

Attachments:

1. Resolution Approving Flood Plan Updates_4-14-2025
2. 2025 Flood Table Top Drill Exercise
3. 2025 Flood Table Top Drill - After Action Review - To Do's
4. 2025 Clive Flood Response and Recovery Plan - UTD - 4-17-2025

RESOLUTION NO. _____

RESOLUTION APPROVING UPDATED CLIVE FLOOD
RESPONSE AND RECOVERY PLAN

WHEREAS, protecting lives and property benefit from a flood response and recovery plan;
and

WHEREAS, a comprehensive flood response and recovery plan should be developed in
advance and be immediately available to staff; and

WHEREAS, periodic updates to a flood response and recovery plan keep the plan current
and relevant;

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

That the City approves the updated Clive Flood Response and Recovery Plan.

PASSED AND APPROVED THIS 24th day of April 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew Graham, City Clerk



City of Clive
Flooding Tabletop Exercise
March 26, 2025 / 9am-11pm

Scenario: Summer Flash Flooding Event – Impacting Clive, Iowa

Participants	City Manager’s Office, Department Directors, Supervisory Staff from Community Development, Fire Department, Parks and Recreation Department, Police Department, and Public Works.
Observers	None scheduled.
Goal	Evaluate the ability to effectively coordinate a response to imminent flooding.
Scenario	CLIVE EOC – Clive Emergency Operations Center (Public Safety Building – Public Safety Training Room) will be staffed with the City Manager’s Officer, Directors, and other key personnel. FIELD SITES - The field sites will be remote locations with supervisory staff implementing flood response plans and documenting actions on maps. This approach tests our operations with typical supervisory personnel that would be coordinating efforts in the field. - Public Works and Leisure Services Field Site – Fire Conference Room - Public Safety Coordination Site – Fire Training Room - Public Safety Field Site – Fire Day Room
Simulation	DATE & TIME - Date: Wednesday, June 18, 2025. The time is the current time. <i>Note: Simulation run time intervals are compressed for training/logistical purposes.</i> EOC - A flood response planning action level will be declared and initiated based on situational observations and/or information provided by the National Weather Service. - EOC staff will communicate with field staff using normal means of daily communication (radios, cell phones, MDCs, etc.) to meet the objectives laid out in the Clive Flood Response and Recovery Plan. - Unexpected challenges will periodically be communicated to participants. FIELD OPERATIONS - Staff will be contacted by their department representatives who are operating out of the EOC. - Staff will document actions taken on large printed maps, including which resource(s) were assigned. As significant actions are completed, field staff should communicate with their department EOC representative. Examples: When an evacuation area is complete, when aqua dams are deployed, or when a road is physically closed, these need to be reported. - At the conclusion of the exercise, each field operations map will be reviewed to assess operational effectiveness and resource allocations/needs.
Successful Outcomes	- The outcome of this table top will be successful if the following criteria are met: - The actions taken/documented match those prescribed in the Clive Flood Response & Recovery Plan. - Unexpected issues are handled appropriately. - Staff have the tools, resources, and information to effectively handle the situation(s). - The EOC maintains situational awareness of the larger event and is prepared to alter the planning level quickly if situations warrant. - We have proactively communicated with the public/media. - Our efforts have protected the community from flood waters with life safety as the primary goal.
Basic Timeline	8:45 AM: Active 911 Notification to EOC Activation List to meet at Public Safety EOC at 8:55 AM. 9:00 AM: SIMULATION OVERVIEW 9:10 AM: SIMULATION START 10:10 AM: SIMULATION ENDS – COMPLETE CURRENT TASKS 10:15 AM: SIMULATION REVIEW – All staff meets to review and evaluate actions taken 11:30 AM: END



City of Clive
Flooding Tabletop Exercise
March 26, 2025 / 9am-11pm

Simulated Event 9:10 AM to 10:10 AM	Weather Situation - Past Week - Heavy rains have soil conditions saturated and creek levels running at moderate to full levels. - Today - Storm cells have been moving thru since midnight. - The most recent storm cell dropped 5-6 inches of rain into the entire Walnut Creek rain basin since 4 am, with localized heavier amounts. - Timeline: 9:10 AM: NWS predicts Walnut Creek will crest at 14.5' at @ I80 @ 9:50 am today. (compressed timeline for exercise – normally would expect two hours lead) 9:50 AM: Walnut Creek Crest @ I80 (14.5')
Simulated Stream Gauge Levels	Water Surface Elevation Gauge at I35/80 Clive Walnut Creek Timeline 0.00 10.00 20.00 30.00 40.00 50.00 60.00 11.0' @ I80 12.0' @ I80 13.0' @ I80 14.0' @ I80 15.0' @ I80 16.5' @ I80 End A6 A7 A8 A9 B1 B2 B3 B4 B5 B6 B7 B8 B9 11.0'/4T 12.0'/6T 13.0'/7T 8T 14.0'/10T 12T 15.0'/15T 16.5'/20T Swanson, Lincoln-93rd 86th University Blvd Holding, 114th Over University Berm, 8600 Uni 100th

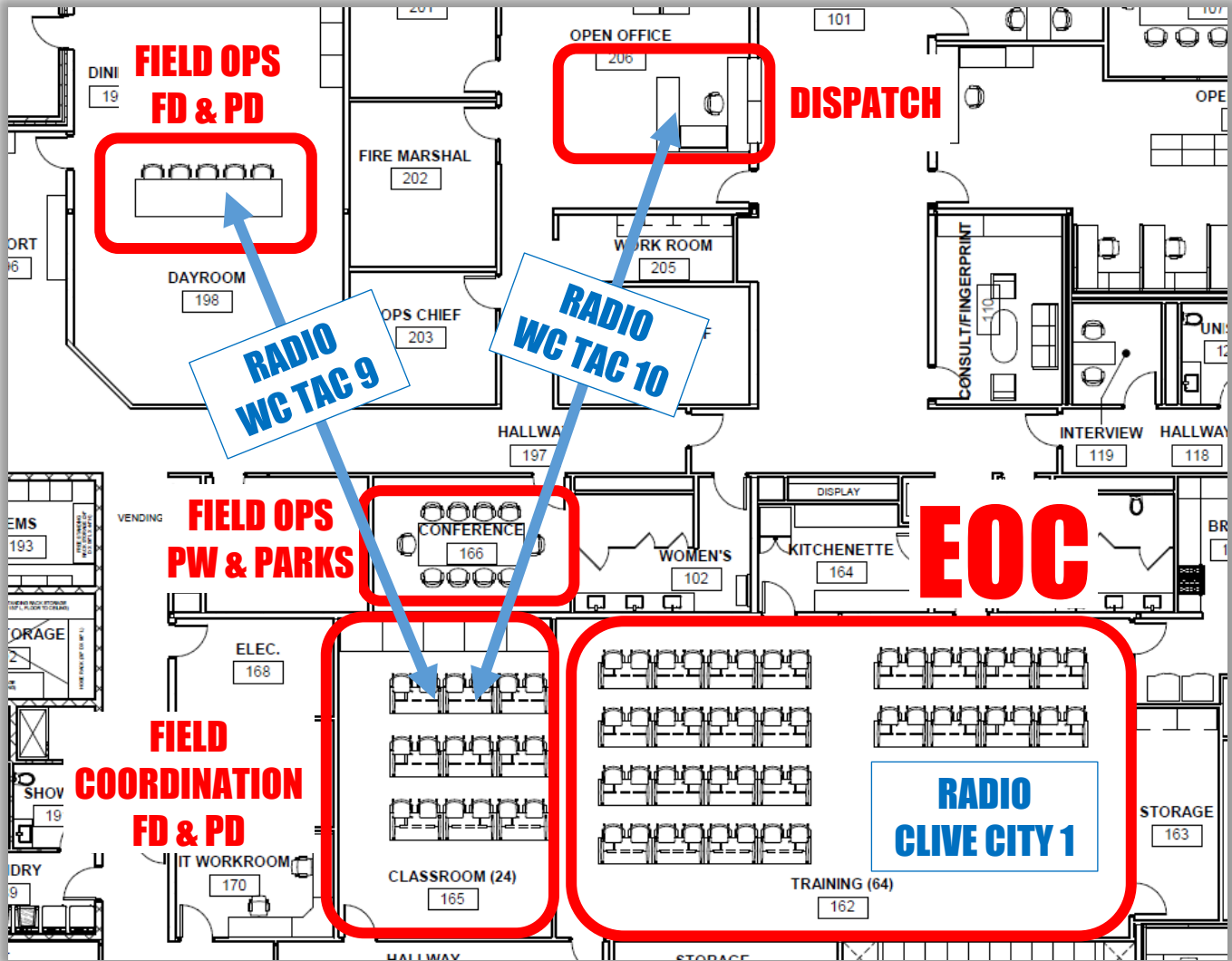


City of Clive
Flooding Tabletop Exercise
March 26, 2025 / 9am-11pm

Unexpected Field Challenges	“A” Phase - Evacuations – Pre-Flood – Information obtained as Public Safety Personnel conduct evacuation notices	“B” Phase - Evacuations – During Height of Flood – Information obtained through Westcom
	A1 7825 Drake Street – Two occupants, both elderly, no longer can drive, no transportation. They have family coming to get them (will take them three hours to get here) and they have nowhere to go for now. They have two cute Yorkies and say they won’t leave their home unless the dogs can go. A2 A concerned resident has called City Hall in a frantic asking if City staff can drop off 25 filled sandbags at their home on NW 80th Ct. A3 1285 NW 78th Street – Occupant’s car won’t run and they have no transportation. They said they can stay in a hotel and they have money, but they just can’t get there. A4 1699 NW 93rd Court – This is a group home (unknown to the City of Clive) They have 12 special needs adults that require assistance transporting to a safe location. There is only one staff member on the scene, and they are unable to reach other staff to report to work and they need help. The staff member on site is afraid to drive their POV and cannot transport all at the same time A5 2100 NW 100th Street – There is a very large event happening at Eternity Church. The Pastor called and told us that under no circumstance will they evacuate or cancel the event	A6 9100 Block Swanson Blvd – Car stuck in water. Two occupants. Too scared to self-evacuate. A7 9100 Block Swanson Blvd – Car stuck in water. One occupant. Too scared to self-evacuate. A8 9830 Lincoln Avenue – Homeowner wants to know if we anticipate flood waters reaching his home. A9 7887 University – Business owner is demanding access to sandbags to protect his business. B1 A very concerned resident has called and wants to be updated immediately about the entire city. They tell you they are very good friends with an elected official B2 2158 NW 90nd Street – Family of 4 chose is demanding to be evacuated immediately. They do not have a vehicle and are very scared of drowning. B3 9376 Lincoln Ave – Family of 5 chose not to evacuate and now wants help getting out as their neighborhood has flooded. B4 1673 NW 91st Street – Family of 2 chose not to evacuate and now wants help getting out as their neighborhood has flooded. B5 9555 Lincoln Ave – Family of 3 chose not to evacuate and now wants help getting out as their neighborhood has flooded. B6 1564-1580-1585 90th Court – Families chose not to evacuate and now want help getting out as their neighborhood has flooded. B7 11820 Hickman Road – Love’s Travel Plaza called to state there are at least two separate semi-drivers in the south part of their parking lot trapped. Their cabs are surrounded by water and the water is too deep for them to walk out. They need to be rescued. B8 1640 NW 90th Court – Family of 4 chose not to evacuate and now wants help getting out as their neighborhood has flooded. B9 1054 NW 73rd Street – Starbucks is on the phone. They have 5 people that can’t get out of the store. The store is taking on water.



Radio Assignments



After Action Review

City of Clive - Flood Tabletop Exercise "To Do's"

Item	Discussion/Action	Responsibility	Status
1. Storm Water Surge West of 86 th & University	Recent information indicates stormwater from WDM may surge onto University Avenue just West of 86 th /22 nd Streets. Need to identify actual impacts, adjust road closures, and add to GIS flood layers.	PW PD GIS	A.
2. Evacuation Notifications	Consider a script for those conducting door-to-door evacuation notifications. Consider a leave-behind flyer for those notified to evacuate. Consider route mapping SOP to validate time/resource needs for each evacuation area.	FD CD	A. Script is completed and integrated into the plan. B. Not completed A. Not completed
3. Critical Facility Plans	Need to establish critical facilities plans with detailed action items for each City facility (City Hall, Public Works, Aquatic Center, Water Pump Station). SOP for each facility should include when action is to be taken, who will take action, how much time is necessary to take action, and specific resource identification to take action.	???	
4. Traffic Signal Timings	Do we have the capability to alter the timing of traffic lights when flood waters restrict certain movements/directions?	PW	
5. Farm Bureau Lake is High-Risk Dam	Do we need to integrate the impacts of dam failure into this plan? Keep it as a separate plan (like Clive and Southfork Lakes)?	CD FD	
6. Consider URL of cliveflooding.com	Would this provide an easier site for the community to access? Suggested after the exercise by Tony Clemenson.	CMO	

After Action Review

City of Clive - Flood Tabletop Exercise "To Do's"

Item	Discussion/Action	Responsibility	Status
7. Add Molly Elder to Level 2 activation	With the addition of Molly and her skills/abilities, she could/should be added to the level 2 activation for comms and PIO needs	CMO	
8. National weather slack channel	Determine who all needs access to the slack channel and get them added, and familiar with	FD	
9. Test and confirm Greenies' abilities for comms during a flood	With the addition of Greenie, we are not sure of the capabilities to capture and report accurate up to date information. Confirm with vendor, and test out capabilities	CMO	
10. Maps available on the city website	Identify how and what materials need to be available to the public via the city website. i.e static flood maps, hyperlink to resources. Ensure the material is understandable by the public (no T level reference)	CMO	
11. PR about Clive's flood response	Establish an annual outward facing publication about Clive's dedication to flood training and response. Develop what needs to be communicated to the public, how it is and when	CMO	
12. Develop a Drone Operations Plan	With the new drone and its capabilities, a operations plan needs to be developed. This should include, drone pilot lists and activation, flight paths, capabilities, location of drones, additional drone resources,	FD	

After Action Review

City of Clive - Flood Tabletop Exercise "To Do's"

Item	Discussion/Action	Responsibility	Status
13. Barricade Inventory	Assessment of current barricade inventory, determine if we need more, if we do, create an appropriate reserve inventory	LS	
14. Harbach Center	Insert the utilization of the Harbach Center as a drop off. Transition the Giovanetti Sheter to a backup option. Reflect these changes in the flood plan. Assess and determine if we need resources at the Harbach Center i.e. food, water, cots etc.	LS	
15. Dam Failure review and action plan	Determine our needs for an annual review of dam failures. Implement these into the annual flood plan training as needed	CD	
16. Buffalo Rd. Resources	Identify needed resources for Buffalo Rd. Ensure proper resources are identified into the flood plan as an action item	PW	
17. FirstNet and radios	Identify the capabilities of radios and assess if FirstNet is an option to explore to ensure proper communication throughout an event.	PW FD IT	
18. Aqua Dam's	Asses what an Aqua Dam failure looks like. Create a replacement and maintenance schedule for the Aqua Dams. Evaluate alternative products vs Aqua Dams.	PW	

After Action Review

City of Clive - Flood Tabletop Exercise "To Do's"

Item	Discussion/Action	Responsibility	Status
19. Van capabilities	Determine maximum capacity of city vans. Assess and implement a resource for wheelchair evacuation	LS FD	
20. Construction Zones	Develop a communication plan and operational plan for construction in flood areas	PW	
21. Flood Inundation GPS	Identify consistent locations for documenting flood extents and elevations that can be used for historical evaluation and model calibration.	PW	
22. Mid-American Energy	Information to secure from Mid-American Energy regarding electric and gas utilities: A – What information do they desire to know regarding anticipated flood events? B – What do they do with this information? Do they cut electrical and/or gas in advance of flood waters? Do they communicate this to the public? What does the property owner need to do to get service restored, and what role does the city play in that? C – Clarify who makes Mid-American notifications D – Are there facility improvements that should be considered for building flood resilience (i.e., are there projects that should be included in the HMP?)	CM	In-Progress, Mid-Am staff have been contacted to seek answers to the questions. Hyperlink in the plan for Mid-AM links? What about more severe/high priority situations?
23. Vulnerable Population List	Community Development can pull data on registered businesses that may house vulnerable populations with special evacuation needs. Need to extract data and integrate into plan.	CD	Doug looking at potential data to better answer this question.

After Action Review

City of Clive - Flood Tabletop Exercise "To Do's"

Item	Discussion/Action	Responsibility	Status
24. Stream Gauge Inventory	Draft section that shows stream gauge locations and who is responsible for maintenance. See Flood Threat Recognition memo for additional information.	CMO/PW	Coming as part of updated 28E – Will negotiate/define maintenance program
25.			
26.			
27.			
28.			

Updated: 3/27/2025 12:10 PM



Memo

TO: Mayor and Council members

FROM: Doug Ollendike, Community Development Director

DATE: April 24, 2025

RE: Flood Mitigation Planning

SYNOPSIS:

Community Development staff have been busy over the last 12 months continuing to advance various flood preparedness and mitigation activities. Below is a summary of the major efforts.

Community Rating System (CRS)-

- The City of Clive entered the CRS program in April 2018 as a Class 6 community (Class 1 through 10 with 1 being the best). Since that time, staff have continued to work to align our public information, mapping/regulations, flood damage reduction and warning/response actions such that they would be “credible” within the program. Those efforts have resulted in a steady increase in class ranking, with the City recently being awarded a Class 4 designation. The City’s new designation results in Clive property owners receiving a 30% discount on their flood insurance policy premiums, which is estimated to produce a total annual savings of over \$75,000.
- The City’s annual Be Flood Ready newsletter (attached for reference) was mailed last month to 524 property owners with property located in the City’s Special Flood Hazard Area. One of the primary focus areas for this year’s newsletter was associated with bringing increased awareness of the Iowa Flood Information System (IFIS) which provides users access to flood forecasts, data visualizations and other flood-related data, information and applications.

Polk County Hazard Mitigation Plan-

- As you will recall, the City of Clive participated in the update of the Polk County Hazard Mitigation Plan resulting in the local adoption of the plan in October 2024. As part of the plan update process, the City reviewed and modified its list of Hazard Mitigation projects. The 2024 HMP Project Status spreadsheet is attached for your reference. Staff are not proposing to make any changes to the Project List (additions or deletions) at this time.

University Boulevard Flood Buyout Program-

- Over the last 12 months, the City has acquired 6 residential properties, which brings the total residential acquisitions to 23. There are 13 residential buildings remaining within the buyout area. At the moment, there are 10 City-owned residential buildings that will need to be demolished. Staff is anticipating being in a position to undertake a demolition project later this year to remove at least half of that inventory.
- No commercial buildings have been acquired this past year, however, staff are continuing to work on grant funding applications that will facilitate the acquisition and demolition of 7 commercial buildings in which there is voluntary property owner interest. If the grants are awarded (totaling approximately \$20 million), the acquisition and demolition activities would occur within 3 years.

To date, the City has expended \$5,740,610 acquiring 27 buildings. The City has leveraged \$1,089,700 of federal funding in those acquisitions.

University Boulevard Flood Mitigation- Project Scoping Plan-

- Staff, in partnership with Confluence, Barr Engineering and Dewberry have continued on the development of the next iteration of the University Boulevard Flood Mitigation-Project Scoping Plan. As you will recall, this planning effort is principally about answering the question of what the future of the Flood Buyout area should be long-term. Much of the technical background work has been completed and we are beginning to evaluate various flood mitigation alternatives that will help shape the potential land use decisions in the area.

Although the project work is continuing to progress as expected, staff have been advised that the original grant funding for this project (2022 BRIC- FEMA) is potentially in jeopardy. FEMA has recently notified the State that the Building Resilient Infrastructure and Communities program is being canceled. The cancellation affects not only the future grant cycle but also those projects that have not yet been completed, including awarded as well as obligated projects. The City has one project (North Racoon Watershed- Metro Park West Flood Mitigation Plan) that has been awarded but not yet obligated, and as such, has been officially canceled.

Additionally, the University Boulevard Flood Mitigation-Project Scoping Plan that has been awarded, obligated and which is under contract, may have its grant funding in jeopardy. The City is currently under contract with Confluence (\$420,430) for the development of the plan. Currently, the City has paid Confluence \$150,415 for work completed through March (anticipate approximately \$75K invoice for work completed in April). That would leave approximately \$200K remaining on the contract. With the uncertainty with the grant funding, staff believe that there are three options: 1) suspend the contract until further guidance is provided by State/FEMA, 2) terminate the contract and seek different funding to complete the project, or 3) complete the contract knowing that the grant reimbursement may not be available.

Staff is recommending that the City should continue with the contract and complete the project as the outcomes are fundamental to the long-term progress of the at-risk neighborhood. Although taking on the full contract costs is not insignificant, the City's overall project account is positioned to absorb the costs without significant ramifications. Some adjustments to the acquisition program may be necessary depending on the final decisions FEMA makes with respect to the required local match on the City's 2023 FMA grant award.

Active Hazard Mitigation Assistance Projects-

- DD 4483 Grant - Commercial Property Acquisition- Approximately \$500,000 remaining to acquire/demolish one additional building. The project must be completed by early 2026.
- 2022 BRIC Grant - Univ Blvd Project Scoping - The project is approximately 40% complete. A period of performance revision has been submitted based on the expected project completion by the end of 2025.
- 2023 FMA Grant - Commercial Property Acquisition - Staff are awaiting the sub-award agreement for the \$14,144,770 grant (no local match required). This would support the acquisition/demolition of four commercial buildings.

- 2023 BRIC Grant - North Raccoon Watershed Metro Park West Flood Mitigation Plan - Staff have been advised that this award (\$212,500) will not be obligated. Staff are working with the State to convert the BRIC application to an open HMGP application. If successful, the project could get underway yet this calendar year.
- 2024 BRIC Grant - Water Pump Station Relocation - Staff have been advised that the 2024 BRIC program has been canceled. Staff are working with the State to convert the BRIC application to an open HMGP application. If successful, the \$2,425,000 award would allow the City to begin the construction project in 2026.
- 2024 BRIC Grant - Indian Hills Flood Mitigation Plan - Staff have been advised that the 2024 BRIC program has been canceled. Staff are working with the State to convert the BRIC application to an open HMGP application. If successful, the \$226,100 award would allow the City to begin the planning project in 2026.
- DD 4796 Grant - Commercial Property Acquisition - Staff are currently working on the development of an approximately \$4M grant application to support the acquisition/demolition of two commercial buildings. It is anticipated that a grant award decision will be made yet this calendar year.

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

Attachments:

1. CRS Class 4 Notice
2. Be Flood Ready 2025
3. HMP Community Project_2024_Status
4. 2025 Univ Blvd Flood Buyout Update



March 27, 2025

Mr. Matt McQuillen
Clive City Manager
1900 NW 114th Street
Clive, Iowa 50325

Dear Mr. McQuillen:

The purpose of this letter is to provide you with the results of the National Flood Insurance Program (NFIP) Community Rating System (CRS) field verification findings based on the requested modification. The field verification report is enclosed for your records.

Congratulations! The Department of Homeland Security, Federal Emergency Management Agency (FEMA), has determined that the City of Clive will increase to a Class 4 in the NFIP CRS. The floodplain management activities implemented by your community qualify it for a 30 percent discount on flood insurance premiums for most NFIP policies issued or renewed on or after October 1, 2025. This savings is a tangible result of the flood mitigation activities your community implements to protect lives and reduce property damage.

The CRS rating for your community will automatically be renewed annually as long as there are no NFIP noncompliance actions, so a notification letter will not be sent every year. This annual renewal will take place as long as your community continues to implement the CRS activities you certify in your annual recertification documentation. If no additional modifications or new CRS activities are added, the next verification visit for your community will be in accordance with its established 3-year cycle. In the interim, FEMA will periodically send the "NFIP/CRS Newsletter" and other notices to your CRS Coordinator to keep your community informed.

I commend you on your community actions and your determination to lead your community to be more disaster resistant. This commitment enhances public safety, property protection, and protects the natural functions of floodplains, and reduces flood insurance premiums.

If you have any questions or need additional information, please contact the FEMA Region VII Office, CRS Coordinator Amy Miller at (202) 340-8250.

Sincerely,

A handwritten signature in black ink that reads "William H. Lesser". The signature is written in a cursive, slightly stylized font.

William H. Lesser, CRS Coordinator
Federal Insurance and Mitigation Administration

Enclosure

cc: Mr. Doug Ollendike, CRS Coordinator

**Federal Emergency Management Agency (FEMA)
National Flood Insurance Program's (NFIP)
Community Rating System (CRS)**



CRS Cycle Verification Report

**Prepared For:
City of Clive, Iowa**

CID #190488

Report Date: March 12, 2025

Prepared By:
*Insurance Services Office, Inc., a subsidiary of Verisk Analytics,
Contractor to the NFIP's Community Rating System*

Introduction

The National Flood Insurance Program (NFIP) Community Rating System (CRS) is a national program developed by the Federal Emergency Management Agency (FEMA). The CRS was implemented in 1990 as a voluntary program for recognizing and encouraging community floodplain management activities that exceed minimum NFIP standards. The CRS Program has been developed and maintained in accordance with the 1994 NFIP Reform Act. See Section 1315 of NFIP Act of 1968, as amended by P.L. 103-325, Sec. 541 in 1994.

A community's participation in the CRS allows property owners within the community who purchase NFIP flood insurance to realize a discount on their flood insurance. This discount is based on the classification received following a full verification of all Activities within the program implemented by the community. Discounts range from 5% to 45% and are available to all policyholders within the community. The discounts incentivize communities to maintain existing floodplain management efforts and implement new flood protection activities that help save lives and property when a flood occurs.

The Community Rating System (CRS)

The CRS consists of 104 elements within 19 Activities described in the 2017 CRS Coordinator's Manual and the 2021 Addendum to the CRS Coordinator's Manual. Communities can earn credit through various floodplain management activities that reduce and avoid flood damage to insurable property, strengthen and support the insurance aspects of the NFIP, and foster comprehensive floodplain management. Communities must also meet specific prerequisites to earn higher classifications. The sum of the credit points earned under each Activity, along with the determination of prerequisites met, results in a classification and premium discount for each policyholder in the community. See Table 1 below.

Table 1. CRS Credit Points, Classes, and Premium Discounts		
CRS Credit Points	CRS Class	CRS Discount (Premium Reduction)
4,500+	1	45%
4,000 – 4,499	2	40%
3,500 – 3,999	3	35%
3,000 – 3,499	4	30%
2,500 – 2,999	5	25%
2,000 – 2,499	6	20%
1,500 – 1,999	7	15%
1,000 – 1,499	8	10%
500 – 999	9	5%
0 – 499	10	0

Determining a CRS Classification

A Verisk representative met with the City of Clive, Iowa on January 28, 2025, to fully evaluate the program and recommend the community's classification to FEMA for the next 3 years. All credit criteria and credits are assigned and described in the CRS Coordinator's Manual. All required program actions and documentation in the CRS Coordinator's Manual are collected and evaluated by Verisk representatives to produce a new point total, to verify that prerequisites are met, and determine the recommended CRS classification for the community. A final report is then provided to the community to document the evaluation and recommend the community's classification to FEMA. FEMA changes CRS classifications in the Flood Insurance Manual biannually. If FEMA concurs with Verisk's recommendation, the community will receive an official letter from FEMA confirming the classification.

A total of 3162 credit points were verified under the prior cycle. This modification results in a new total of 3247 credit points and a recommendation that the community [modification] from a CRS Class 4 to a CRS Class 4. The community has met all Class 4 prerequisites. See Appendix A at the end of this report for a review of all class prerequisites. This classification will be effective October 1, 2025.

Annual Requirements

Each year, on February 1, you will be required to recertify your classification and/or submit all required Construction Certificates per the Class 9 prerequisites of the Program. You will be notified 45 days prior to that date with detailed instructions. Please keep your contact information current with us. Based on this verification, the following documentation will be required each year:

Activity 310 – Permit List and Construction Certificates

Activity 320 – Publicity and Records of service (logs)

Activity 360 – Publicity and Records of service (logs)

Activity 430 – Amendment(s) to your Floodplain Development Ordinance(s) that affect CRS credit (if applicable)

Activity 450 – Amendment(s) to your Stormwater Ordinance(s) that affect CRS credit (if applicable)

Activity 502 – Annual Rep Loss outreach letter to all Rep Loss Areas

Activity 510 – Floodplain Management Plan Annual Progress Report

Activity 610 – Annual outreach letter to residents

Activity 610 – After Action Report from annual exercise or actual flooding event

CRS SCORING SUMMARY

Community: City of Clive, Iowa

CID: 190488

CRS Activity	Previous Report Date 2023 Verification	Current Report Date 2025 Verification
310 - Elevation Certificates	38	38
320 - Map Information Service	90	90
330 - Outreach Projects	200	200
340 - Hazard Disclosure	10	10
350 - Flood Protection Information	95	95
360 - Flood Protection Assistance	74	74
370 - Flood Insurance Promotion	35	35

	Base x CGA*	Base x CGA*
410 - Floodplain Mapping	0 x 1.19 = 0	0 x 1.19 = 0
420 - Open Space Preservation	798 x 1.19 = 950	798 x 1.19 = 950
430 - Higher Regulatory Standards	197 x 1.19 = 234	207 x 1.19 = 246
440 - Flood Data Maintenance	175 x 1.19 = 208	175 x 1.19 = 208
450 - Stormwater Management	405 x 1.19 = 482	435 x 1.19 = 518

510 - Floodplain Management Planning	317	346
520 - Acquisition and Relocation	152	152
530 - Flood Protection	0	0
540 - Drainage System Maintenance	0	0

610 - Flood Warning Program	255	255
620 - Levees	0	0
630 - Dams	30	30

Total CRS Credit:	3162	3247
Classification:	4	4

* The 400 Series is affected by the County Growth Adjustment (CGA) for a community. The CRS multiplies the base score of Activity by the growth rate (CGA value) to achieve the total Activity score. See Activity 710 in the 2017 CRS Coordinator's Manual for further explanation.

Understanding the color-coding in this Section:

	Activity score increased from previous verification.
	Element score increased from previous verification.
	Activity score decreased from previous verification.
	Element score decreased from previous verification.



CRS Detailed Scoring & Verification Results

SECTION 230: PROGRAM DATA TABLE	Previous Values (2023)	Current Values (2025)	Explanation
Buildings in the SFHA (bSF):	255.00	251.00	
Area of Special Flood Hazard Area (aSFHA):	889.00	889.00	
Area of regulated floodplain (aRF):			

300 Series: Public Information Activities

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
310: ELEVATION CERTIFICATES	38	38	
a. Construction certificate management procedures (CCMP) - having written procedures that document how a community collects, reviews, corrects, maintains and makes CCs available to inquirers. <i>[Class 9 prerequisite]</i>	38.00	38.00	CCMP in file and approved by Dept Head(s).
b. Maintaining elevation certificates for post-FIRM buildings (ECPO) - maintaining ECs on buildings built before the date of CRS application but after the initial date of the FIRM			
c. Maintaining elevation certificates for pre-FIRM buildings (ECPR) - maintaining ECs on buildings built before the initial date of the FIRM			

320: MAP INFORMATION	90	90	
a. Basic FIRM information (MI 1) - basic information found on a FIRM that is needed to accurately rate a flood insurance policy	30.00	30.00	Basic information provided. Publicity is through a newsletter to entire community. Logs provided.
b. Additional FIRM information (MI 2) - providing information that is shown on most FIRMs, such as protected coastal barriers, floodways, or lines demarcating wave action			
c. Problems not shown on the FIRM (MI 3) - providing information about flood problems other than those shown on the FIRM	20.00	20.00	Local flood/drainage areas
d. Flood depth data (MI 4) - providing information about flood depths	20.00	20.00	Flood depth provided by comparing FIRM and local contours.
e. Special flood-related hazards (MI 5) - providing information about special flood-related hazards, such as erosion, ice jams, or tsunamis			
f. Historical flood information (MI 6) - providing information about past flooding at or near the site in question	20.00	20.00	Historical flooding areas provided.
g. Natural floodplain functions (MI 7) - providing information about areas that should be protected because of their natural floodplain functions			

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
330: OUTREACH PROGRAMS	200	200	Community elected not to pursue credit in this Activity.
a. Outreach projects (OP) - designing and carrying out public outreach projects; credit may be increased if there is a PPI	200.00	200.00	1 informational project, 5 general projects, 3 targeted projects done annually.
b. Flood response preparations (FRP) - having a pre-flood plan for public information activities ready for the next flood; may be increased by the PPI multiplier			
c. Program for public information (PPI) - projects that are designed and implemented as part of an overall public information program			
d. Stakeholder delivery (STK) - having information disseminated by people or groups from outside the local government (credit added to OP)			
340: HAZARD DISCLOSURE	10	10	
a. Disclosure of flood hazard (DFH) - if real estate agents notify potential SFHA buyers about the flood hazard and the flood insurance purchase requirement			
b. Other disclosure requirements (ODR) - each method of flood hazard disclosure required by law	10.00	10.00	State Based Credits
c. Real estate agents' brochure (REB) - if real estate agents are providing handouts that advise potential buyers to investigate the flood hazard for a property			
d. Disclosure of other hazards (DOH) - if the notice to prospective buyers includes disclosure of other flood-related hazards, such as erosion, subsidence, or wetlands			
350: FLOOD PROTECTION INFORMATION	95	95	
a. Flood protection library (LIB) - having FEMA publications on flood protection topics housed in the public library	10.00	10.00	All publications credited.
b. Locally pertinent documents (LPD) - having additional references on the community's flood problem or local/state floodplain management programs in the public library	8.00	8.00	8 publications credited.
c. Flood protection website (WEB1) - providing flood protection information via the community's website	47.00	47.00	Website is creditable
c. WEB2 - posting real-time gage information on the community website	10.00	10.00	link to real-time gage on website.
c. WEB3 - posting Elevation Certificates on the community's website	20.00	20.00	All ECs on website.
360: FLOOD PROTECTION ASSISTANCE	74	74	
a. Property protection advice (PPA) - providing one-on-one advice about property protection (i.e., retrofitting techniques and drainage improvements)	25.00	25.00	Assistance provided. Publicity is included in a newsletter to entire community. Logs provided.
b. Protection advice provided after a site visit (PPV) - if the property protection advisor makes a site visit before providing the advice	30.00	30.00	Site visits provided.
c. Financial assistance advice (FAA) - providing advice on financial assistance programs that may be available	10.00	10.00	Assistance provided.
d. Advisor training (TNG) - if the person providing the advice has graduated from the EMI courses on retrofitting or grants programs	9.00	9.00	E279, IS 212b, and IS 393b credited.

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
370: FLOOD INSURANCE PROMOTION	35	35	
a. Flood insurance coverage assessment (FIA) - assessing the community's current level of coverage and identifying shortcomings	15.00	15.00	FIA document provided.
b. Coverage improvement plan (CP) - a plan prepared by a committee that has representation from local insurance agents and lenders			
c. Coverage improvement plan implementation (CPI) - implementing the projects in the Coverage Improvement Plan			
d. Technical assistance (TA) - providing advice about flood insurance	20.00	20.00	Assistance provided.
e. Flood insurance brochure (FIB) - providing flood insurance info with building permits or other direct distribution			
f. Flood insurance meeting (FIM) - community town hall meeting or open house to promote flood insurance			
g. State-required continuing education (SCE) - state requirement for continuing education on flood insurance for insurance agents			

400 Series: Mapping and Regulations

** The ultimate credit for Activities in this Series is affected by the County Growth Adjustment (CGA) for a community. The CRS multiplies the base credit of each Activity by the growth rate (CGA value) to achieve the total Activity score. Only the base credit for each Activity is shown in this Section. The CGA multiplier is added to these base scores on the "Scoring Summary" page.*

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
410: ADDITIONAL FLOOD DATA			
a. New study (NS) - new flood studies that produce base flood elevations or floodways			
b. Leverage (LEV) - points for NS are multiplied by a ratio that reflects how much of the study was financed by non-FEMA funds			
c. State review (SR) - flood studies reviewed and approved by a state or regional agency			
d. Higher study standards (HSS) - if the new study was done to one or more standards that exceed the FEMA mapping criteria			
e. More restrictive floodway standard (FWS) - based on the allowable floodway surcharge used in the study			
f. Floodplain mapping of special flood-related hazards (MAPSH) - if the community maps and regulates coastal erosion or tsunami hazard areas			

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
420: OPEN SPACE PRESERVATION	798	798	
a. Open space preservation (OSP) - keeping land vacant through ownership or regulations (a signed statement that land will be free from buildings, fill, or other encroachment to flood flows)	667.00	667.00	46% Open Space this time,same as previous verification.
b. Deed restrictions (DR) - legal restrictions that ensure that parcels credited for OSP will never be developed (language attached to the deed such as buyout properties from FEMA mitigation grant programs)	4.50	4.50	9% DR this time, 9%for previous verification.
c. (1) Natural functions open space (NFOS1) - parcels credited under OSP that are preserved in or restored to their undeveloped natural state.	79.80	79.80	42% NFOS1 this time,42% for previous verification.
c. (2) Natural functions open space (NFOS2) - parcels credited under NFOS1 designated in a natural floodplaoon functions plan.	21.00	21.00	370.5 acres identified in Greenbelt Park. 42% imp. adj.
c. (3) Natural functions open space (NFOS3) - parcels credited under NFOS1 designated as critical habitat for threatened or endangered species.			
c. (4) Natural functions open space (NFOS4) - parcels credited under NFOS1 also in a designated open space corridor.	25.20	25.20	370.5 acres identified in Greenbelt Park. 42% imp. adj.
d. Special flood-related hazards open space (SHOS) - parcels credited under OSP are subject to one of the special flood-related hazards (e.g., coastal erosion) or if areas of special flood-related hazard are covered by low-density zoning regulations			
e. Coastal erosion open space (CEOS) - if the OSP-credited parcels are subject to coastal erosion			
f. Open space incentives (OSI) - local requirements and incentives that keep flood-prone portions of new development open (e.g., planned unit developments, cluster development, greenway and setback rules, transfers of development rights, etc.)			
g. Low density zoning (LZ) - zoning districts that require lot sizes of 5 acres or larger			
h. Natural shoreline protection (NSP) - programs that protect natural channels and shorelines (setbacks or buffers, programs that restore channels or shorelines to their approximate natural state)			

430: HIGHER REGULATORY STANDARDS	197	207	
a. Development limitations (DL) - prohibiting fill, buildings, and/or outdoor storage of materials (compensatory storage instead of fill, prohibition of hazardous materials)	5.40	5.40	Regs for prohibiting storage of hazardous materials.
b. Freeboard (FRB) - elevation of the lowest floor of the building or to the elevation to which a non-residential building is dry-floodproofed including all utilities, ductwork, and attached garages	54.00	54.00	1' FRB required for all buildings, including M/E and mobile homes.
c. Foundation protection (FDN) - engineered foundations	18.90	18.90	Regs for foundation protection
d. Cumulative substantial improvements (CSI) - counting improvements cumulatively			
e. Lower substantial improvements (LSI) - a substantial improvement threshold lower than 50%			

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
430: HIGHER REGULATORY STANDARDS (Cont.)			
f. Protection of critical facilities (PCF) - protecting facilities that are critical to the community	14.40	14.40	All critical facilities protected to at least the 500-yr elevation +1.
g. Enclosure limits (ENL) - limiting enclosures below the base flood elevation	16.20	16.20	Non-Conversion Agreements required.
h. Building Code (BC1 and BC2) - adopting and enforcing the International Code Series & BCEGS Rating	58.00	68.00	I-Codes adopted and BCEGS Rating is creditable.
i. Local drainage protection (LDP) - ensuring new buildings are protected from shallow flooding	10.00	10.00	Regs require positive drainage away from building, per the I-Codes.
j. Manufactured home parks (MHP) - removing elevation exemption for manufactured homes placed in existing manufactured home parks			
k. Coastal A zones (CAZ) - enforcing V-zone rules inland from the V-zone boundary			
l. Special flood-related hazards regulations (SHR) - enforcing appropriate construction standards in areas subject to a special flood-related hazard			
m. Tsunami hazard regulations (TSR) - enforcing appropriate construction standards in areas subject to a tsunami			
n. Coastal erosion hazard regulations (CER) - enforcing appropriate construction standards and setbacks in areas subject to significant coastal erosion			
o. Other higher standards (OHS) - other regulations			
p. State-mandated regulatory standards (SMS) - if a regulatory standard is required by the state			
q. Regulations administration (RA) - having trained staff and administrative procedures that meet specified standards	20.00	20.00	3 CFMs on staff and records are backed up daily.
440: FLOOD DATA MAINTENANCE	175	175	
a. Additional map data (AMD) - implementing digital or paper systems that improve access, quality, and/or ease of updating flood data within the community	160.00	160.00	Multiple GIS layers credited.
b. FIRM maintenance (FM) - maintaining copies of <u>all</u> FIRMs that have been issued for the community	15.00	15.00	The FHBM, all FIRMs and all FISs maintained.
c. Benchmark maintenance (BMM) - a program that maintains benchmarks so surveyors can find them and can depend on them to be accurate			
d. Erosion data maintenance (EDM) - maintaining coastal erosion data			

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
450: STORMWATER MANAGEMENT	405	435	
a. Stormwater management regulations (SMR) - regulating development on a case-by-case basis to ensure that the peak flow of stormwater runoff from each site will not exceed the pre-development runoff	260.00	260.00	Stormwater regulations credited. See Technical Review comments previously provided to you.
b. Watershed master plan (WMP) - regulating development according to a watershed management master plan (8 sub-elements)	115.00	145.00	Walnut Creek Plan credited. See Technical Review comments previously provided to you.
c. Erosion and sedimentation control regulations (ESC) - regulations to minimize erosion from land disturbed due to construction	10.00	10.00	Regs for erosion control.
d. Water quality regulations (WQ) - regulations that improve the quality of stormwater runoff	20.00	20.00	Regs for water quality features for stormwater facilities.

500 Series: Flood Damage Reduction Activities

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
501: REPETITIVE LOSS LIST [CLASS 9 PREREQUISITE]			
Category A = 0 RL			
Category B = 1-49 RLs - Describe RL problem, map of RL areas, list of improved properties (AW-501s), annual outreach project to RL properties	B	B	9 Rep Loss properties. Rep Loss Areas mapped and annual outreach sent.
Category C = 50 or more RLs - All of Category B requirements plus a 510 FMP or 510 RLAA			

510: FLOODPLAIN MANAGEMENT PLANNING	317	346	
a. Floodplain management planning (FMP) - a community-wide floodplain management plan that follows a 10-step planning process (also credits HMAPs)	217.00	246.00	Polk County Multi-Jurisdictional HMP. See Technical Review comments previously provided to you.
b. Repetitive loss area analysis (RLAA) - a detailed mitigation plan for a repetitive loss area			
c. (2) Natural floodplain functions plan (NFP1) - adopting plans that protect natural floodplain habitats for the entire SFHA	100.00	100.00	[Name Plan] credited. See Technical Review comments previously provided to you.
c. (3) Natural floodplain functions plan (NFP2) - adopting plans that protect natural floodplain habitats but do not address the entire SFHA			
c. (4) Floodplain species assessment (FSA) – an assessment of all threatened and endangered species everywhere within the community			
c. (5) Floodplain species plan (FSP) - adopting a plan that protects one or more threatened and endangered species within a community			
d. Substantial damage management plan (SDP) - a community plan to prepare for substantial damage estimates and determinations after a flood			

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
520: ACQUISITION AND RELOCATION	152	152	
a. Buildings acquired or relocated (bAR) - from the regulatory floodplain	7.00	7.00	7 buildings acquired/relocated.
b. Buildings on the repetitive loss list (bRL) - that have been acquired or relocated	6.00	6.00	6 Rep Loss buildings acquired/relocated.
c. Severe repetitive loss properties (bSRL) - that have been acquired or relocated	1.00	1.00	1 Severe Rep Loss buildings acquired/relocated.
d. Critical facilities (bCF) - that have been acquired or relocated			
e. Buildings located in the V zone or coastal A zone (bVZ) - that have been acquired or relocated			
530: FLOOD PROTECTION			
a. Flood protection project technique used (TU_) - retrofitting technique or structural flood control technique			
b. Flood protection improvement (FPI) - the difference between the level of flood protection provided before and after the project			
c. Protected buildings (PB) - value of TU is multiplied by the value of FPI for each building and used in the credit calculation			
540: DRAINAGE SYSTEM MAINTENANCE			
a. Channel debris removal (CDR) - inspecting public and private drainage systems and removing debris as appropriate			
b. Problem site maintenance (PSM) - paying special attention to known problem sites, such as those needing more frequent inspections			
c. Capital improvement program (CIP) - having a capital improvement program that corrects drainage problems			
d. Stream dumping regulations (SDR) - if the community has and publicizes regulations prohibiting dumping in streams and ditches			
e. Storage basin maintenance (SBM) - annually inspecting public and private storage basins and performing the required maintenance			

600 Series: Warning and Response

ACTIVITY	Previous Credit (2023)	Current Credit (2025)	Verification Detail
610: FLOOD WARNING PROGRAM	255	255	Flood Warning & Response Plan credited. See Technical Review comments previously provided to you.
a. Flood threat recognition system (FTR) - a system that predicts flood elevations and arrival times at specific locations within the community	75.00	75.00	
b. Emergency warning dissemination (EWD) - disseminating flood warnings to the public	45.00	45.00	
c. Flood response operations (FRO) - implementation of specific tasks to reduce or prevent threats to health, safety, and property	85.00	85.00	
d. Critical facilities planning (CFP) - coordinating flood warning and response activities with operators of critical facilities	25.00	25.00	
e. StormReady community (SRC) - designation by the National Weather Service as a StormReady community	25.00	25.00	
f. TsunamiReady community (TRC) - designation by the National Weather Service as a TsunamiReady community			
620: LEVEES			
a. Levee maintenance (LM) - if the levee system is maintained and operated according to a written maintenance plan (no credit for levees recognized on the FIRM)			
b. Levee failure threat recognition system (LFR) - having a system to advise the emergency manager when there is a threat of levee's failure or overtopping			
c. Levee failure warning (LFW) - disseminating the warning to the public			
d. Levee failure response operations (LFO) - response actions to be undertaken to reduce or prevent threats to health, safety, and property			
e. Levee failure critical facilities planning (LCF) - coordination of actions with operators of critical facilities			
630: DAMS	30	30	
a. State dam safety program (SDS) - credit for the state's program	30.00	30.00	Clive Lake Dam, Southfork Lake Dam, West Lake Dam affecting community. State Dam Safety credit earned. Map and listing in file.
b. Dam failure threat recognition system (DFR) - having a system to advise the emergency manager when there is a threat of a dam failure			
c. Dam failure warning (DFW) - disseminating the warning to the public			
d. Dam failure response operations (DFO) - planning and practicing specific tasks to be undertaken to reduce or prevent threats to health, safety, and property			
e. Dam failure critical facilities planning (DCF) - coordination of dam failure warning and response activities with operators of critical facilities			

See CRS Scoring Summary for totals with CGA applied.

APPENDIX A

All CRS Classifications require the community to demonstrate they have met the prerequisites set forth in the 2017 CRS Coordinators Manual and the 2021 Addendum to the CRS Coordinator's Manual for all classifications leading up to and including the one in which the community has the adequate number of points to achieve. The tables below present the prerequisites met for each class and the prerequisites that were not met (if applicable).

Eligible Class: 4

Class Prerequisites

Total Credit: 3247

Prerequisite**	Credit	Met
211.a. Class 9 Prerequisites		
Enough points to warrant the Class (500+)		Yes
Regular Phase of the NFIP for at least one year.		Yes
Pass Community Assistance Visit within previous 12 months		N/A
Activity 310 Elevation Certificates		
Maintain all required floodplain-related construction certificates		Yes
≥ 90% accuracy on construction certificates during annual review		Yes
Credit for construction certificate management procedures (CCMP)	38.00	Yes
If one or more rep loss properties, actions set in Sections 501-504 are met		Yes
All flood insurance policies on community owned properties are maintained		Yes
Coastal Communities		
Community agreed to show any draft LiMWAs on the final FIRM, if applicable.		N/A

211.b. Class 8 Prerequisites		
Enough points to warrant the Class (1,000+)		Yes
Activity 430 Higher Regulatory Standards		
Adopt and enforce 1ft freeboard for all residential buildings in the SFHA		Yes

211.c. Class 6 Prerequisites		
Enough points to warrant the Class (2,000+)		Yes
BCEGS of 5/5 or better		Yes

211.d. Class 4 Prerequisites		
Enough points to warrant the Class (3,000+)		Yes
BCEGS of 4/4 or better		Yes
Activity 430 Higher Regulatory Standards		
1ft Freeboard throughout the SFHA		Yes
≥ 700 pts. in all other 430 elements, including 422.a., f., and g. in 420 Open Space Preservation (after to imp. adj.)	855	Yes
430—Development limitations (DL),	5.40	
430—Freeboard (FRB),	54.00	
430—Cumulative substantial improvements (CSI),	0.00	
430—Lower substantial improvements (LSI),	0.00	

Activity 430 Higher Regulatory Standards – (cont.)		
430—Protection of critical facilities (PCF),	14.40	
430—Enclosure limits (ENL),	16.20	
430—Building codes (BC),	68.00	
430—Local drainage protection (LDP),	10.00	
430—Manufactured home parks (MHP),	0.00	
430—Coastal A Zones (CAZ),	0.00	
430—Special flood-related hazards regulations (SHR),	0.00	
430—Other higher standards (OHS),	0.00	
430—Regulations administration (RA),	20.00	
420—Open space preservation (OSP),	667.00	
420—Open space incentives (OSI),	0.00	
420—Low-density zoning (LZ).	0.00	
Activity 450 Watershed Master Plan (WMP)		
Adopt a Watershed Management Plan		Yes
90 pts. for meeting all WMP prerequisites	90.00	Yes
30 pts. for 452.b.2 (managing all storms up to & including 100-yr. event)	30.00	Yes
rWMP = 0.5 or greater (or show that WMP covers watersheds that comprise at least 50% of its growth)	rWMP = 999.WMP = 999 WMP = 1	Yes
Activity 510 Floodplain Management Plan (FMP)		
Adopt a Floodplain Management Plan		Yes
≥ 50% of the maximum credit under Activity 510 after imp. adj. (≥ 191 pts.)	246.00	Yes
≥ 50% of available pts. in Planning Step 2 (≥ 60 pts.)	100.00	Yes
≥ 50% of available pts. in Planning Step 5 (≥ 26 pts.)	28.00	Yes
≥ 50% of available pts. in Planning Step 8 (≥ 30 pts.)	50.00	Yes
Natural Floodplain Functions		
At least 100 pts. (after impact adjustment) from one or a combination of the following elements:	566	Yes
420 – Natural functions open space (NFOS)	126.00	
420 – Natural shoreline protection (NSP)	0.00	
430 – Prohibition of fill (DL1)	0.00	
440 – Additional map data (AMD) natural functions layer	160.00	
450 – Managing the volume of stormwater runoff (SMR – DS)	150.00	
450 – Low impact development (LID)	0.00	
450 – Watershed management plan (WMP), Credit point items 3, 5, 6 and 7	0.00	
450 – Erosion and Sediment Control (ESC)	10.00	
450 – Water Quality (WQ)	20.00	
510 – Natural floodplain functions plan (NFP)	100.00	
Life Safety Measures		
610 – obtain some credit under this Activity	255	Yes
620 – meet prerequisite 621.b(2) [map of all areas protected by levees]		N/A

630 – meet prerequisite 631.b(1) [map of all areas flooded by the failure of a high hazard dam and critical facilities that would be flooded.]		Yes
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211.e. Class 1 Prerequisites		
Enough points to warrant the Class (4,500+)		No
Pass Community Assistance Visit within previous 12 months		No
Activity 370 Promotion of Flood Insurance		
≥ 50% of the buildings in the SFHA covered by a flood insurance policy OR		No
≥ 50% of the maximum credit under Activity 370. (≥ 110 pts.)	35	No
"No Adverse Impact" - All Communities		
≥ 150 pts. in 422.e. Open Space Incentives & 432.a. Development Limitations	5	No
Credit for protecting critical facilities, as defined in section 432.f.	14.40	Yes
Credit in Activity 410 and 430 for all special flood-related hazards identified in community's floodplain management plan.		N/A
"No Adverse Impact" - Riverine Communities		
rWMP = 0.75 or greater (or show that WMP covers watersheds that comprise at least 75% of its growth)	0.76	Yes
Use future conditions hydrology flood mapping as credited in section 412.d.		N/A
"No Adverse Impact" - Coastal Communities		
Credit for regulating coastal A Zones under CAZ in section 432.k.	0.00	N/A
Use future conditions hydrology flood mapping as credited in section 412.d., this includes sea level rise.		N/A
Credit in Coastal Erosion Hazards in section 432.n.	0.00	N/A
Section 501 Repetitive Loss List		
≥ 25% of repetitive losses have been mitigated.		No
Must have a multi-hazard mitigation plan approved by FEMA.		Yes
Natural Floodplain Functions		
At least 150 pts. (after impact adjustment) from one or a combination of the following elements:	416	Yes
420 – Natural functions open space (NFOS)	126.00	
420 – Natural shoreline protection (NSP)	0.00	
430 – Prohibition of fill (DL1)	0.00	
440 – Additional map data (AMD) natural functions layer	160.00	
450 – Managing the volume of stormwater runoff (SMR: DS)		
450 – Low impact development (LID)		
450 – Watershed management plan (WMP), Credit point items 3, 5, 6 and 7		
450 – Erosion and Sediment Control (ESC)	10.00	
450 – Water Quality (WQ)	20.00	
510 – Natural floodplain functions plan (NFP)	100.00	
Life Safety Measures		
620 – obtain some credit under elements in this Activity	0	N/A
630 – obtain some credit under all elements in this Activity (excluding SDS)	0	No

** The community may propose alternative approaches to these prerequisites that are more appropriate for local conditions.

OWNER / OCCUPANT
2703 PIERCE AVE
AMES, IA 50010-4418

BE FLOOD READY

CITY OF CLIVE FLOOD PREPAREDNESS NEWSLETTER

WHEN IT FLOODS...

Be prepared! Get details about flooding at www.cityofclive.com/flood

BEFORE

Know your flood hazard. If you were mailed this newsletter, your home or property is in or near a floodplain. For more information, call the Community Development Department at (515) 223-6221 or go to www.cityofclive.com/knowyourfloodhazard

Buy flood insurance. Standard homeowners insurance does not cover loss caused by flooding, and there can be a 30-day waiting period on new flood insurance policies. Learn more at floodsmart.gov.

DURING

If your vehicle stalls in a flooded area, leave it. Walk back the way you came to safety.

Stay away from power and electrical lines.

Keep children and pets away from flood waters, ditches, culverts and storm drains.

Do not use gas engines such as generators or charcoal fires indoors during power outages.

AFTER

Before re-entering your home or business, be cautious of potential structural damage, gas leaks, electrical shorts and live wires.

If there is damage, contact the Community Development Department to coordinate an inspection and to determine if any permits are necessary for restoration.

Protect yourself and your family.

- Update emergency plans for your family or business and choose a meeting place if you get separated.
- Know several routes from your home or business to high ground.
- Use sandbags to protect your home or property.
- Assemble an emergency kit, including any important medicines you may need.
- Talk to neighbors about their preparedness, past experiences, and special assistance you or they may need.

Protect your property and pets from flood hazards.

- Move vehicles, equipment, and pets to higher ground; store valuables and household chemicals above flood levels.
- Anchor and secure propane tanks and other fuel containers.
- Install check valves in building sewer traps and sump pump pits to prevent flood waters from backing up in sewer drains.
- If it is likely your home will flood, don't wait to be ordered to leave; evacuate yourself. Make alternative plans for a place that you and your pets can stay.

REGISTER FOR ALERTS WITH ALERT IOWA

<https://www.polkcountyiowa.gov/emergency-management/be-prepared/polk-county-alert-iowa/>

Be prepared for an evacuation notice from authorities. If advised to evacuate, do so immediately. Follow the City's recommended evacuation routes since shortcuts may be blocked. Maps can be reviewed at https://www.cityofclive.com/flood_response_protocol

If you are unable to safely leave your home/building due to rapidly rising waters, call 911 for help. Move to a higher floor or roof. Take warm, weatherproof clothing, flashlight, mobile phone, and portable radio.

When flooding is imminent, but only if time permits:

- Contact Mid-American Energy (800) 799-4443 to request power and natural gas be shut off.
- Turn off all utilities at the main power switch. Do not touch any electrical equipment unless it is in a dry area or you are standing on a piece of dry wood while wearing rubber-soled shoes and rubber gloves.
- Record flood statistics such as time, gauge reading, and local flood elevations. Include photos and other specific observations at your home or business.

NEED HELP?

Call the Community Development Department at (515) 223-6221 if you need help looking up a property, need to confirm your property is in the floodplain or want information about elevation certificates.

Follow procedures for safe clean-up of household items, food, water supply and property. Go to Polk County Health Department's website for more information: <https://www.polkcountyiowa.gov/health/programs/disaster-response/flood-related-health-information/>

Document your losses. Photograph damages and record repair costs. Contact your insurance agent for flood loss claims.

Mark the high water point in your home or damaged structure.

Pump out flooded basements gradually (about 1/3 of the water per day) to avoid structural damage.

Do not dump sand from sandbags into the creek as it impairs water quality; store for future use.

Check local news outlets or contact the Community Development Department for updates on disaster assistance and registration procedures.

2025

BE FLOOD READY

CITY OF CLIVE FLOOD PREPAREDNESS NEWSLETTER



Flood Safety and Readiness

A message from City of Clive Mayor, John Edwards



In a day, a flood can wipe out one of your most significant investments—your home or business. No one is immune to

the tragedy associated with a natural disaster. Yet being prepared is one of the easiest and best things you can do to protect yourself, your family, and your property.

If you received this newsletter by mail, your property is located in the Special Flood Hazard Area (SFHA) of the Walnut Creek floodplain and its important to take a few moments now to prepare for what could be an active flood season. Since 1972, the City of Clive has experienced a flooding event on Walnut Creek approximately 30% of the time (15 years with a flooding event).

The SFHA, as designated by the Federal Emergency Management Agency (FEMA), represents the 100-year regulatory floodplain. This means that in any given year, your property has a 1 –in– 100 chance of becoming flooded. Although your property is subject to flood risks, you can prepare for a flooding emergency before it happens.

- Know Your Flood Risk.** Take the time to understand the specific risk that you and your family face. Contact the Community Development Department to have one of our staff help you review the flood maps and evaluate opportunities to mitigate the risks on your property.

- Be Alert** Get early flood warnings by signing up for the Alert Iowa notification system and monitor real-time flood conditions on the Iowa Flood Information System.

Thank you for taking the time to prepare for the upcoming flood season. Together, we can ensure that our community stays safe.

John D. Edwards

John D. Edwards
Mayor of Clive



Iowa Flood Information System

This web-based platform will allow you to see real-time flood conditions, forecasts, inundation maps, etc. Sign up for text alerts for your area.

<https://ifis.iowafloodcenter.org/ifis/>

IFIS

PROJECT SPOTLIGHT



THE RAIN CAMPAIGN

Enabling People to Protect Water

The Rain Campaign was launched in 2019 as a localized effort across the metro to inspire residents, businesses and municipalities to be part of the solution towards managing stormwater runoff. Like an umbrella, our buildings, paved surfaces and compacted soils shed water instead of allowing it to naturally soak into the ground. This can lead to flooding and water quality problems across the DSM metro.

You can be a part of local water quality improvements by implementing Rainscaping practices on your property. Planting trees, installing a rain garden and improving soil health through soil quality restoration are all forms of beneficial Rainscaping practices. To make it easier for Clive residents to be part of the solution, the City of Clive offers three categories of financial assistance for residents and businesses to actively participate in stormwater management on their properties.

Resident Stormwater Management Program



Trees



Soil Quality Restoration



Stormwater Assistance Program

To learn more on how you can participate in the City's programs, visit:

https://www.cityofclive.com/services/public_works/new_page/stormwater_management_program.php



Clive partners with other cities and the county in the Polk County 911 Service Area—which includes all Clive residents in both Polk and Dallas County—to utilize the Alert Iowa emergency notification system. This system is used by the city to share critical emergency information prior to and during a public emergency.

Alert Iowa is a free text, email, and voice system that notifies users of severe weather, flooding and natural disasters, and other impactful events. Signing up for regional and Clive-specific emergency notifications is easy. Follow the QR code above, or visit Polk County Emergency Management at:

www.polkcountyiowa.gov/emergency-management/be-prepared/polk-county-alert-iowa/

IOWA FLOOD INFORMATION SYSTEM

<https://ifis.iowafloodcenter.org/ifis/>

IOWA

Iowa Flood Center

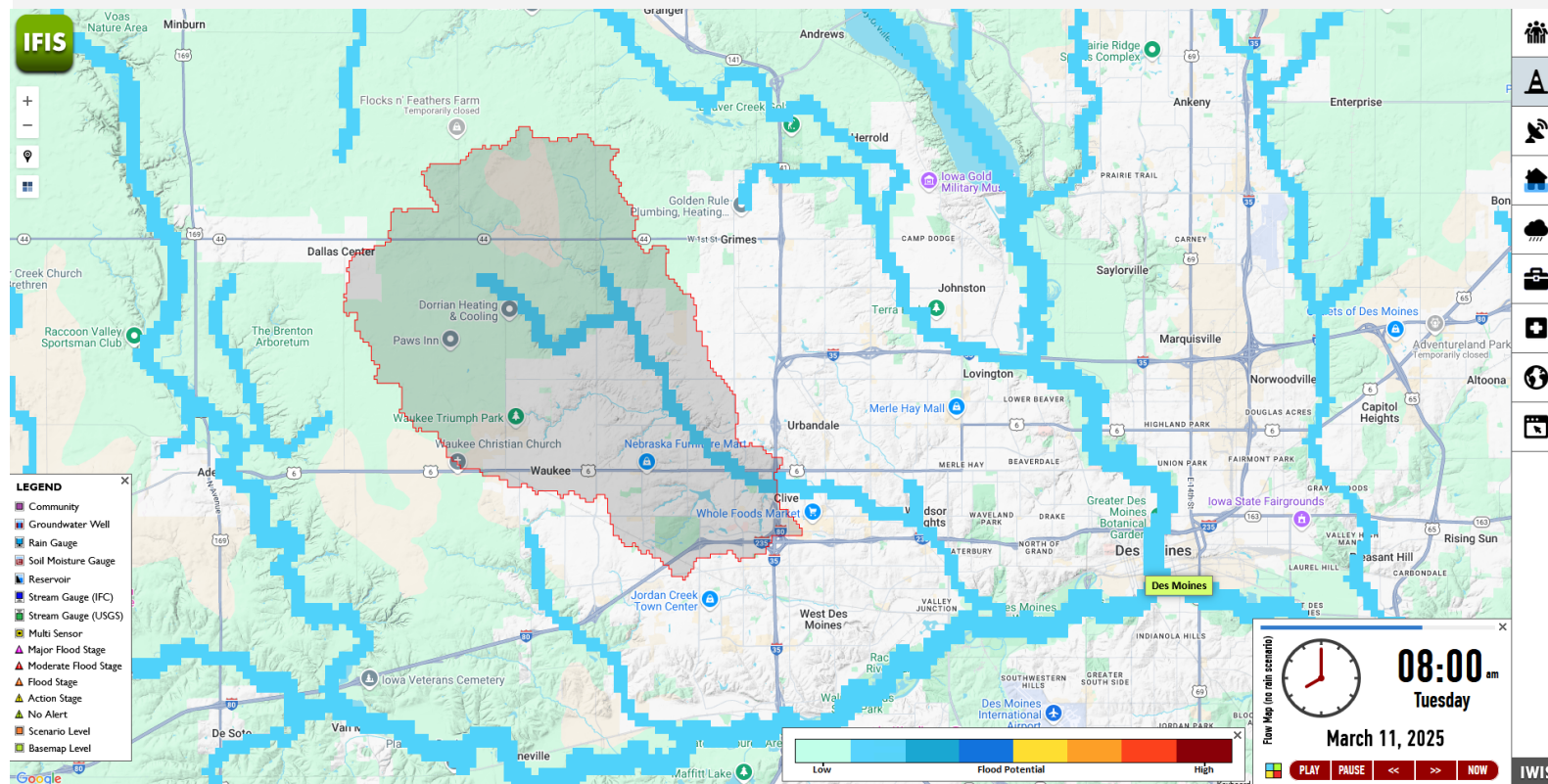
IFIS

The Iowa Flood Information System (IFIS) is a web platform developed by the Iowa Flood Center IIFC) at the University of Iowa. IFIS provides a user-friendly and interactive environment for over 1000 communities in Iowa regarding flood conditions, flood forecasts, data visualizations, and flood-related data, information and applications.

The IFIS provides community-centric watershed and river characteristics, weather (rainfall) conditions, and streamflow values, and flooding scenarios with contributions from multiple rivers. Real-time and historic data of water levels, stage heights, and rainfall conditions are available in the IFIS by streaming data from automated IFC bridge sensors, USGS stream gauges, NEXRAD radars, and NWS forecasts. 2D and 3D interactive visualizations in the IFIS make the data more understandable to the general public. Users are able to filter data sources for their communities and selected rivers.

The IFIS includes a rainfall-runoff forecast model to provide a five-day flood risk estimate for over 1000 communities in Iowa. Multiple view modes in the IFIS accommodate different user types from general public to researchers and decision makers by providing different levels of tools and details. River view mode allows users to visualize data from multiple IFC bridge sensors and USGS stream gauges to follow flooding conditions along a river.

The IFIS helps communities make better-informed decisions on the occurrence of floods, and alerts communities in advance to help minimize damage of floods.



Protect your home or business from the devastating losses caused by flooding.

Flood insurance is generally inexpensive, but, many homeowners do not purchase the available insurance protection.

According to the Federal Insurance Administration, less than one-quarter of the homes in areas most vulnerable are insured against flood loss. In those areas, flooding is 24 times more likely to occur than a fire during the course of a typical 30-year mortgage.

Even more alarming is that the cost to repair a 2,000-square foot home flooded with six inches of water is nearly \$40,000. With one inch of water, the cost could be over \$20,000. Flood

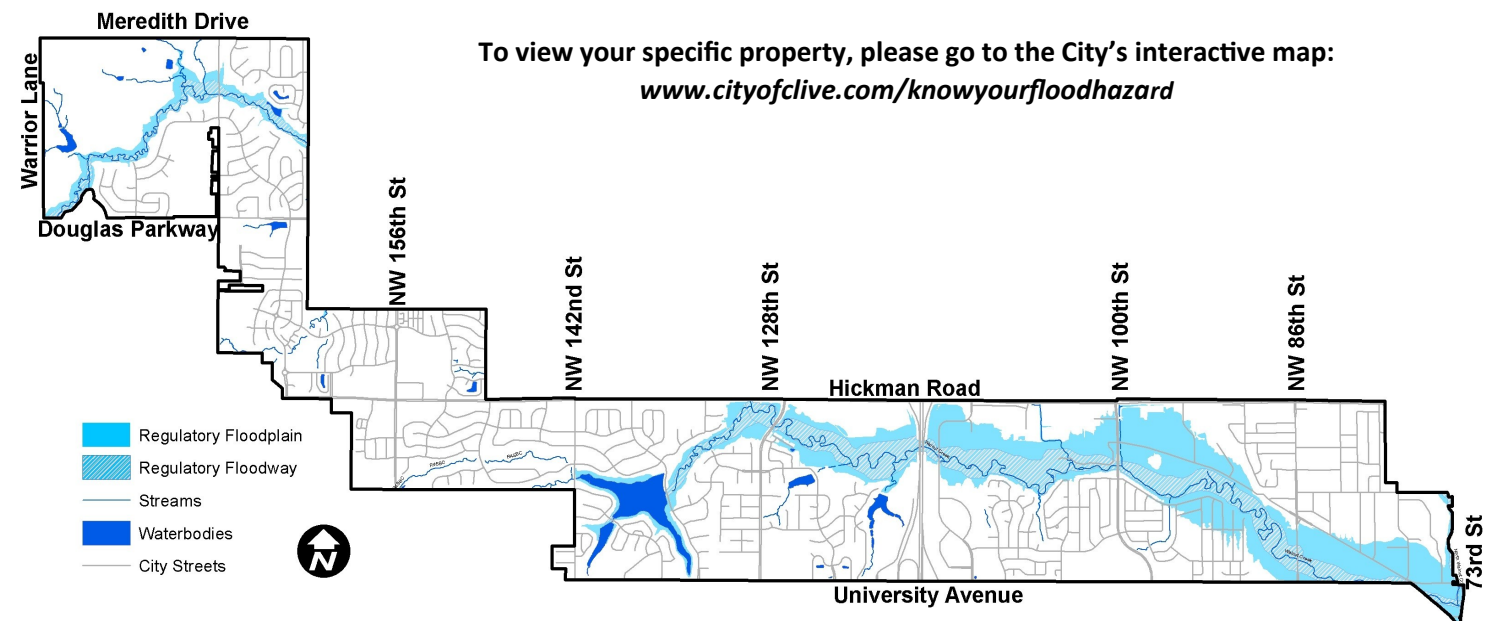
water can damage everything sitting on your floor; from the washer and dryer to shoes in your closet, plus the drywall and flooring will need to be replaced.

It is important to know that most homeowner's insurance policy **will not cover damages caused by flooding**, and government grants to help recover are not always available, if they are it's usually in the form of a loan that you must repay.

Furthermore, the Flood Disaster Protection Act of 1973 prohibits federal agencies from making or guaranteeing a loan for a building located in a Special Flood Hazard Area (SFHA) unless a flood insurance policy has been purchased.

The City of Clive is a participant in the National Flood Insurance Program which makes flood insurance available to residents and property owners in the community. The program protects our citizens against much of the financial losses resulting from flood disasters.

To financially protect yourself from a flood, considering obtaining flood insurance (don't forget contents coverage as well). Policies are available to people renting homes as well. Flood Insurance is sold through the NFIP and can be obtained from most insurance companies. For more information, contact your insurance agent today or visit: <http://www.floodsmart.gov>.



To view your specific property, please go to the City's interactive map:
www.cityofclive.com/knowyourfloodhazard

City of Clive Community Development Department

1900 NW 114th Street

(515) 223-6221

ComDev@cityofclive.com

www.cityofclive.com

BUILD RESPONSIBLY

A floodplain development permit is required prior to any construction in the floodplain. New construction, building repairs, additions, excavation, grading, fill or other change to your property must be approved and follow the standards in the floodplain management regulations.

Any repairs or improvements to buildings in the floodplain that exceed 50 percent of their value are required to be elevated or floodproofed.

Building responsibly ensures that people are safer from flood risks. Floodplain regulations make our flood-prone areas less dangerous for all who live and work there by reducing each development's impact on other properties.

Before starting a project, or to report illegal development activity, contact the Community Development Department.

FLOOD PROTECTION ASSISTANCE

Concerned About Flooding on Your Property? Don't hesitate to contact us!

The City of Clive has three Certified Floodplain Managers (CMFs) on staff who are ready to assist you on-on-one with your specific concerns.

At no cost to you, we can answer flood insurance questions, provide building protection advice, and perform field inspections to investigate flooding problem areas on your property.

We can also assist you with questions regarding potential financial assistance from local, state and federal sources. Support may be available for both pre-flood and post-flood response and improvements.

We are ready to help you prepare for the next flooding event.

COMMUNITY RATING SYSTEM

The National Flood Insurance Program's (NFIP) Community Rating System (CRS) is a voluntary incentive program that recognizes floodplain management activities that exceed the minimum NFIP requirements. Flood insurance premium rates are then discounted to reflect the reduced flood risk resulting from the community actions.

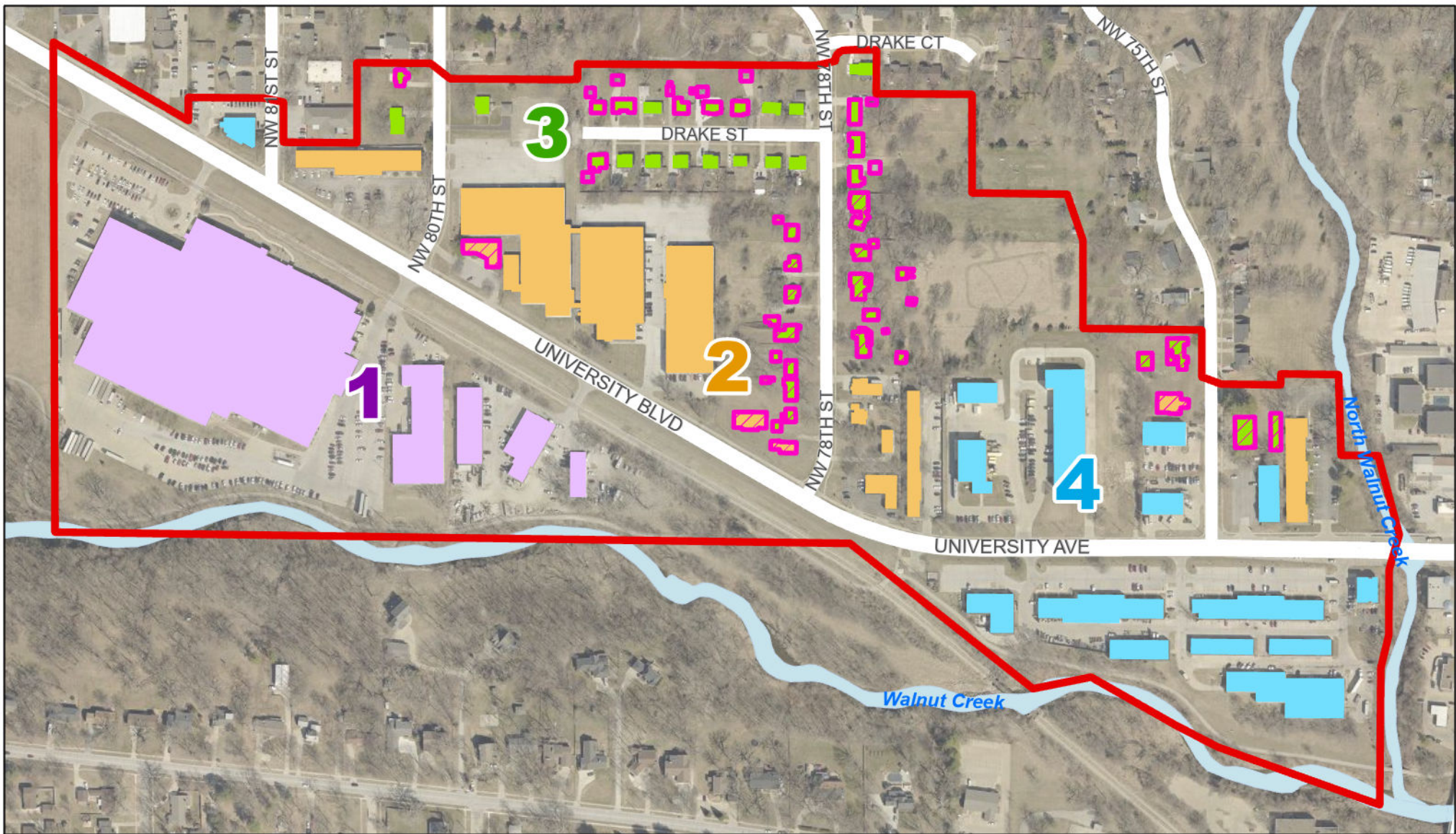
The City's programs were reviewed this past year and the City was again able to demonstrate its commitment to reducing flood risks across the community.

As a result of the recertification, the City of Clive was able to maintain its Class 5 rating. This rating results in a 25% premium discount for all Clive flood insurance policy holders. The annual savings across our community is approximately \$100,000 per year.

2024 HMP Plan Status

Action ID	Mitigation Project / Activity Description	Primary Hazard Addressed	Existing or New Structures	Responsible Office	Clive Priority	Priority (H/M/L)	Action Status	Action Status Comment	Goal #	Obstacles to Implementing	Partners	Potential Funding Source	Cost Estimate	Benefits	Timeline
Clive 1	Install/Replace backup generators	All	Both	CMO	26	High	No Change	Considering CH Needs	4	Funding		Capital Equipment Program	\$300K	Continuity of Service	5-years
Clive 2	Enhance Communications (including website, social media, print media, etc.)	All	Both	CMO	10	High	No Change		1,2	Funding		General Fund	\$100K	Improved communication/risk knowledge	5-years
Clive 3	Walnut Creek Watershed/Buffers/Wetlands/Stormwater/Flood Control Improvements	River Flooding	Existing	CD	11	Medium	No Change		4	Funding		Stormwater Utility	\$1M	Reduce flooding impacts	25-years
Clive 4	Reconstruct Greenbelt Trail bridges	River Flooding	Existing	LS	20	Medium	No Change		4	Funding		Capital Improvement Plan	\$3M	Reduce flooding impacts	15-years
Clive 5	Reconstruct NW 86th Street bridge	River Flooding	Existing	PW	30	Low	No Change		4	Funding		Capital Improvement Plan	\$5M	Reduce flooding impacts	25-years
Clive 6	Reconstruct railroad bridge (7800 block Univ)	River Flooding	Existing	PW	34	Low	No Change		4	Funding	Northfolk Southern, Iowa Interstate	Capital Improvement Plan	\$5M	Reduce flooding impacts	25-years
Clive 7	Walnut Creek Floodplain Acquisitions	River Flooding	Existing	CD	3	High	In Progress	Shadow Creek Area	4	Funding		REAP, Capital Improvement Plan	\$500K	Preserve floodplain function	5-years
Clive 8	North Walnut Creek Floodplain Acquisitions	River Flooding	Existing	CD	4	High	No Change		4	Funding		REAP, Capital Improvement Plan	\$500K	Preserve floodplain function	5-years
Clive 9	University Blvd Neighborhood Flood Mitigation Planning and Implimentation	River Flooding	Existing	CD	2	High	In Progress	Buyout Program Active	2,4	Funding	State, FEMA	HMA	\$500K	Reduce flooding impacts	10-years
Clive 10	Indian Hills Neighborhood Flood Mitigation Planning and Implementation	River Flooding	Existing	CD	8	High	In Progress	HMA Grant Application Prep	2,4	Funding	FEMA, ACE	HMA	\$250K	Reduce flooding impacts	5-years
Clive 11	Relocation of Porter Shelter	River Flooding	Both	LS	14	High	No Change		4	Funding		Capital Improvement Plan	\$5M	Reduce flooding impacts	5-years
Clive 12	Swanson Blvd Flaggates	River Flooding	Existing	PW	29	High	No Change		4	Funding		HMA	\$250K	Reduce flooding impacts	10-years
Clive 13	Regional Stormwater Management Facilities (modifications)	River Flooding	Existing	PW	23	Medium	No Change		4	Funding	WMA	Capital Improvement Plan	\$1M	Reduce flooding impacts	10-years
Clive 14	Construction of Stormwater Detention Basins, Flood Control Facilities, Buffer Strips, and Channel Improvements in Walnut Creek and North Raccoon Watersheds	River Flooding	New	CD	31	Medium	No Change		4	Partnerships	WMA	Capital Improvement Plan	\$1M	Reduce flooding impacts	25-years
Clive 15	North Raccoon Watershed Improvements (flood storage, stream channel stabilization, wetland restoration)	River Flooding	New	CD	24	Medium	In Progress	HMA Grant Application Prep	4	Funding	WMA	Capital Improvement Plan	\$1M	Reduce flooding impacts	5-years
Clive 16	Update Flood Response and Recovery Plan	River Flooding, Flash Flooding	Both	FD	1	Medium	In Progress	Annual Update	2	Funding		General Fund	\$50K	Improved communication/risk knowledge	5-years
Clive 17	Floodplain Vegetation Management Planning and Implementation	River Flooding, Grass/Wildland Fire	Both	LS	5	Medium	In Progress		2,4	Funding	WMA	General Fund	\$500K	Improved floodplain function	5-years
Clive 18	Update City Technology Plan to Reduce Vulnerabilities to Cyber Threats	Cyber Attack	Both	CMO	6	Low	In Progress		2	Funding	State	General Fund	\$100K	Reduce system vulnerabilities	5-years

Clive 19	Update and Enforce Building Codes	All	Both	CD	21	Medium	No Change		2	Time		General Fund	\$25K	Reduce system vulnerabilities	5-years
Clive 20	Update Floodplain Development Regulations	River Flooding, Flash Flooding, Dam Failure	Both	CD	9	Medium	No Change		2	Time	IDNR, FEMA	Stormwater Utility	\$25M	Reduce system vulnerabilities	5-years
Clive 21	Building Energy Efficiency Planning and Implementation	All	Both	CMO	25	Medium	No Change		2,4	Funding		General Fund	\$5M	Reduce system vulnerabilities	10-years
Clive 22	Backflow Prevention (sewer drains)	River Flooding, Flash Flooding	Both	PW	28	Medium	No Change		4	Funding		Sewer Utility	\$200K	Reduce flooding impacts	10-years
Clive 23	Forestry Management Planning and Implementation	River Flooding, Fash Flooding, Grass/Wildland Fire	Both	LS	27	Medium	No Change		2,4	Funding		General Fund	\$250K	Preserve floodplain function	5-years
Clive 24	Sub-watershed Stormwater/Flood Planning and Implementation	Flash Flooding	Both	PW	12	Medium	No Change		2,4	Tech Resources		Stormwater Utility	\$500K	Reduce flooding impacts	5-years
Clive 25	Relocate University Blvd Pump Station	River Flooding	Existing	PW	7	Medium	In Progress	HMA Grant Application Prep	4	Funding	State, FEMA	Water Utility, HMA	\$3M	Reduce system vulnerabilities	5-years
Clive 26	Public Works Facility Flood Mitigation Planning and Implementation	River Flooding	Existing	PW	13	Medium	No Change		4	Tech Resources		Stormwater Utility	\$250K	Reduce system vulnerabilities	5-years
Clive 27	Aquatic Center Facility Flood Mitigation Planning and Implementation	River Flooding	Existing	LS	18	Medium	In Progress	Greenbelt Landing Con Underway	4	Tech Resources		Stormwater Utility	\$50K	Reduce system vulnerabilities	5-years
Clive 28	Stormwater Detention Basin Maintenance Planning and Implementation	Flash Flooding	Both	PW	19	Medium	No Change		2,4	Time		Stormwater Utility	\$200K	Reduce flooding impacts	5-years
Clive 29	Obtain CRS Class 4 Status	River Flooding, Flash Flooding, Dam Failure	Both	CD	17	Medium	Complete		2	Time	FEMA	General Fund	\$25K	Improved communication/risk knowledge	5-years
Clive 30	Drainage System Maintenance Planning and Implementation	River Flooding, Flash Flooding, Dam Failure	Both	PW	22	Low	No Change		2	Time		Stormwater Utility	\$50K	Reduce flooding impacts	5-years
Clive 31	Natural Floodplain Function Planning and Implementation	River Flooding, Flash Flooding	Both	CD	16	Low	No Change		2	Time		Stormwater Utility	\$50K	Preserve floodplain function	5-years
Clive 32	Flood Insurance Coverage Planning and Implementation	River Flooding, Flash Flooding	Both	CD	15	Low	No Change		2	Time		General Fund	\$25K	Improved communication/risk knowledge	5-years
Clive 33	Maintain BCEGS 3/4 Rating	All	Both	CD	33	Low	No Change		2	Funding		General Fund	\$25K	Reduce system vulnerabilities	5-years
Clive 34	Dam Safety Planning and Implementation	Dam Failure	Existing	CD	32	Low	No Change		4	Partnerships	State	Stormwater Utility	\$50K	Reduce flooding impacts	10-years



University Boulevard Flood Mitigation Plan

Legend

- Flood Prone Property Buyout Area
- Acquired
- Acquired & Demolished

Implementation Strategy

- 1. Stream Re-Meander Buyout
- 2. Non-Residential Acquisition
- 3. Residential Acquisition
- 4. Remain, Manage Risk





Memo

TO: Mayor and Council members

FROM: Pete De Kock, Assistant City Manager

DATE: April 24, 2025

RE: Congressional delegation engagement on FEMA funding and future reform

SYNOPSIS:

The attached letter outlines multiple FEMA awards to Clive that are now threatened due to changes at the agency. Staff proposes that protecting this funding be the City's top federal legislative priority for 2025

Attachments:

1. Congressional Delegation Letter on FEMA issues DRAFT 4.21.25

Mayor John Edwards

City of Clive
1900 NW 114th Street
Clive, IA 50325

The Honorable Representative Zach Nunn

1410 Longworth House Office Building
Washington, DC 20515

April 24, 2025

Dear Representative Nunn:

I write today on behalf of the City of Clive to express my deep concern about service disruptions and proposed future changes to the Federal Emergency Management Agency (FEMA) and National Flood Insurance Program (NFIP). I also request your immediate assistance in protecting and expediting previously awarded federal hazard mitigation funding for the State of Iowa and Clive.

Due to indiscriminate funding cuts, staffing reductions, and program changes, FEMA has been forced to retract, delay, or jeopardize millions in hazard mitigation grants previously approved and awarded to Clive. These resources are critical to protecting our community from future disasters and ensuring the safety of our residents and their property.

This uncertainty comes as our city—and cities across Iowa—face increasing threats from severe weather, flooding, and other hazards. The loss or delay of these funds undermines years of smart collaborative planning and the economic vitality of families and businesses.

Congress approved this funding, and communities like Clive have relied on it to move forward with projects designed to mitigate risk and reduce future disaster costs. Furthermore, these funds were awarded specifically because they passed a rigorous financial cost-benefit analysis. We now find ourselves in the untenable position of being forced to stall or abandon these projects.

Nearly 10% of Clive's property tax base is in the Special Flood Hazard Area along Walnut Creek, meaning many of our residents and businesses are at significant risk. Although the city is doing everything it can to ensure our residents and businesses are prepared for the worst, when the worst does show up, we will need assistance to help our community get back on its feet. A high-performing FEMA and a reliable National Flood Insurance Program will be integral to our success.

We respectfully urge you to take the following actions:

1. Support the expedited release of hazard mitigation funding already awarded to the State of Iowa and City of Clive.

- **2023 FMA Grant- Commercial Property Acquisition; \$14,144,770.** Clive is awaiting subaward agreement information from FEMA, but the agency has frozen all grant award activity. Once awarded, Clive will use these funds to execute multiple voluntary buyouts of businesses in flood-prone areas. These business owners have been working closely with the city, but they're now stuck in limbo due to federal agency inaction, creating stress and uncertainty for employers and employees. FEMA should take swift action to complete the grant award process.

2. Protect federal hazard mitigation funding already awarded to the State of Iowa and City of Clive from clawbacks.

- **2022 BRIC Grant- University Blvd. Project Scoping; \$297,500.** Clive is under contract with FEMA for this project, and work is underway. Clive is awaiting reimbursement from FEMA for work already completed, but some funding remains unobligated. Earlier this month, we received the attached notice from FEMA that the FY 2024 BRIC funding opportunity was cancelled, and that unobligated but approved BRIC sub-applications from FY2020- 2023 will not receive funding. FEMA should honor its agreement, reimburse Clive for work completed, and keep the full award amount in place.

3. Contact the administration and your congressional colleagues about proposed budget cuts that would negatively affect FEMA's program delivery and NFIP's long-term viability.

4. As FEMA reforms are contemplated, maintain an intact and robust agency that can still deliver timely and efficient disaster recovery programs and cost-effective pre-disaster mitigation programs.

Our community has done its part—we've planned, invested, and partnered in good faith. We now ask for your leadership to ensure that federal commitments are honored and that shortsighted actions do not undo our collective efforts to protect people, their property, and infrastructure.

Thank you for your service and continued support of Clive.

Sincerely,

John Edwards

Mayor, City of Clive