CLIVE CITY COUNCIL

AGENDA, REGULAR MEETING
1900 NW 114th Street
January 8, 2026 6:00 PM

This meeting will be conducted in-person in the City Council Chambers and virtually via Zoom platform. To participate virtually use the following link: https://us06web.zoom.us/j/89441817906 - One tap mobile: +13017158592,,89441817906#

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. Oath of Office Ceremony - Mayor Edwards and Councilmembers Klein, Hocker and Gasparotto
2. EveryStep - Healthy Homes Iowa
3. Process Improvement - Police Department

Consent Items

1. City Manager Memo
2. Approve 12/11/2025 City Council Minutes
3. Bill List
4. Approve New Retail Tobacco Sales License Application - Cedar and Smoke LLC - 2023 NW 92nd Ct, Ste B
5. Approve New Retail Alcohol Sales License Application - El Pollo Catracho - 1945 NW 86th Street
6. Approve Retail Alcohol Sales License Renewal Application - Git-N-Go - 11408 Forest Avenue
7. Approve Retail Alcohol Sales License Renewal Application - Horizons Event Center - 2100 NW 100th Street
8. Approve Retail Alcohol Sales License Renewal Application - Nicks Bar and Grill - 9769 University Ave
9. Approve Retail Alcohol Sales License Renewal Application - Outback Steakhouse - 10901 University Avenue

10. Approve Retail Alcohol Sales License Renewal Application - Cosi Cucina - 1975 NW 86th Street
11. Resolution Approving Change Order #10 - Alliance Construction Group - NW 114th Street Reconstruction - (-$750.00)
12. Approve Pay Request #1 (Final) - A+ Lawn and Landscape - 2025 Clive Soil Quality Restoration Cost-Share Program - $104,636.39
13. Approve Pay Request #2 (Final) - The Concrete Company - NW 86th Street Pavement Repair Project - $4,582.50
14. Approve Pay Request #2 - Elite Glass and Metal - City Hall Remodel Phase 2 Project - $17,077.79
15. Approve Pay Request # 2 - RES - Little Walnut Creek Bid Package & Support Services - $16,028.88
16. Approve Pay Request #3 - The Concrete Company - 2025 Residential PCC Pavement Rehabilitation Project - $11,645.91
17. Approve Pay Request #3 - DCI Group - City Hall Remodel Phase 2 Project - $26,246.11
18. Approve Pay Request #3 - Keystone Construction - City Hall Remodel Phase 2 Project - $73,824.77
19. Approve Final Pay Request #3 - RES - Little Walnut Creek Bid Package & Support Services - $5,775.60
20. Approve Pay Request #4 - Burkett Construction - Linnan Park Construction Project - $107,179.00
21. Approve Pay Request #4 - Cunningham Inc. - City Hall Remodel Phase 2 Project - $108,054.12
22. Approve Pay Request #4 - DCI Group - City Hall Remodel Phase 2 Project - $28,883.06
23. Approve Pay Request #4 - NAI Electrical - City Hall Remodel Phase 2 Project - $76,116.87
24. Approve Pay Request #6 - Hansen Company - Linnan Park Construction Project - $16,710.50
25. Approve Pay Request #6 (Final) - Howrey Construction, Inc. - Little WalnutCreek Trail Reconstruction East of Alice's Road - $26,841.11
26. Approve Pay Request #6 - On Track Construction, LLC - Linnan Park Construction Project - $46,913.08
27. Approve Pay Request #8 (Final) - Release of Retainage - Caliber Concrete LLC - 2025 NW 138th Street HMA Overlay - $8,026.73
28. Approve Pay Request #8 (Final) - DeVries Electric - City Hall-Library Renovation Phase 1 Project - $32,028.68
29. Approve Pay Request #12 - On Track Construction - Greenbelt Landing Construction Project - $84,294.45
30. Approve Pay Request #13 (Final) - Release of Retainage – Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice’s Road - $32,060.40

31. Approve Pay Request #14 - Air-Con Mechanical Corp. - Greenbelt Landing Construction Project - $28,652.12
32. Approve Pay Request #15 - Central Iowa Mechanical - Greenbelt Landing Construction Project - $5,837.75
33. Approve Pay Request #15 - Keystone Construction - Greenbelt Landing Construction Project - $237,979.31
34. Approve Pay Request #19 - Alliance Construction Group - NW 114th Street Reconstruction - $8,400.00
35. Approve Pay Request #24 - University Blvd. Booster Station Facility Upgrade - Snyder & Associates - $1,282.50
36. Approve Proposal - Chestnut Signs - City Hall-Library Exterior Signage Project - $51,030.00
37. Resolution Accepting Work - Country Club Boulevard HMA Pavement Rehabilitation Project
38. Resolution Accepting Work - NW 86th Street Pavement Repair Project
39. Resolution Accepting Work - Little Walnut Creek Trail Reconstruction East of Alice's Road
40. Resolution Approving Single Audit for FY2025
41. Resolution Approving Grant Agreement - Bravo Public Art Grant - The Listening Field - $11,200.00
42. Resolution Accepting 1st Amendment to Storm Sewer, Overland Flowage and Access Easement for Shadow Creek Plat 6, Lot 64 - 18256 Tanglewood DR
43. Resolution Setting Public Hearing (2/12/26, 6:00 p.m.) - Alice's Road Reconstruction Project - Phase 1B
44. Resolution Setting Public Hearing (2/12/2026, 6:00 pm) - 2026 Residential PCC Pavement Rehabilitation Project
45. Resolution Setting Public Hearing (2/12/2026, 6:00 pm) - 2026 Residential HMA Pavement Rehabilitation Project
46. Receive and File BCAB Minutes
47. Accept Decision & Order for Building Codes Appeal Board Case #25-0001: 2024 NW 92nd Ct. Caldwell Parrish
48. Approve City Legal Rates for 2026 - Nyemaster
49. Approve Pay Rate - Lincoln Sauser - PW Operations Specialist - $27.78/Hr - Effective 01/12/2026

Action Items

1. Public Hearing - FY2026-2030 Capital Improvement Plan
    a. Resolution Approving 2026-2030 Capital Improvement Plan
2. Public Hearing - Little Walnut Creek West of Alice's Road - Large Woody Vegetation Management
    a. Resolution approving plans and specifications

b. Receipt of bids
c. Resolution awarding contract - HGS, LLC - $1,795,497.25

3. Resolution Approving Public Pond Management Policy
4. Resolution Approving New Name for Special Events Building

Discussion

1. Parkway Street Tree Maintenance Plan
2. Clive Artificial Intelligence Policy, Use Cases, and Framework for Evaluating Risks and Benefits to the Clive Community

Closed Session

1. Discuss Litigation Strategy - Pursuant to Iowa Code 21.5(1)(c)

Correspondence

Reports

Adjournment

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Oath of Office Ceremony - Mayor Edwards and Councilmembers Klein, Hocker and Gasparotto

SYNOPSIS:
At the beginning of the January 8 meeting the City Clerk will perform the Oath of Office for Mayor John Edwards, followed by Mayor Edwards performing the Oath of Office for Councilmembers Eric Klein, Breanne Hocker and Sadie Gasparotto.

Attachments:
None

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: EveryStep - Healthy Homes Iowa

SYNOPSIS:
EveryStep has requested time on this Council agenda to provide a brief presentation on their Healthy Homes Iowa program, which offers free in-home health and safety assessments for families across the Des Moines metro. A program overview is included in the packet for the Council's reference.

Attachments:
1. EveryStep HHI 1-page 12525

Healthy Homes Iowa

Healthy Homes Iowa is an EveryStep program focused on working with families to identify and improve the health and safety of homes in Polk County.

Where We've Been & Where We're Going

Healthy Homes Iowa began over a decade ago with the Des Moines East Bank project, partnering with numerous local organizations and hospitals to reduce asthma-related ER visits through home modifications in. Since then, the program has served hundreds of families and demonstrated measurable improvements in child health outcomes, supported by diverse funding sources including a HUD grant ending in September 2026. Building on this success, EveryStep will continue providing simple, effective education and home improvements to create healthier and safer living environments across the city and throughout Polk county.



How We Serve

- Referrals are received from area hospitals, schools, and community partners.
- Programming targets childhood asthma and childhood injury prevention through home visits customized to the needs of the family.
- Services include home assessments to reduce safety risks and improve air quality, personalized education to enhance living conditions, client supplies to support a safe, healthy home, and care coordination to ensure families have the community resources needed to thrive.

For more information contact:
Molly Gosselink VP Community Health
(515) 415-2368
mgosselink@everystep.org

everystep.org

Memo

TO: Mayor and Council members
FROM: Mark Rehberg, Captain / Operations Commander
DATE: January 8, 2026
RE: Process Improvement - Police Department

SYNOPSIS:
2026 Process Improvement for Police Department. The presentation provides an overview of the current process for recalling arrest warrants and the new process in place for identification of those charges that are no longer subject to prosecution and eligible for removal from the NCIC and Court records.

Attachments:
1. Warrant Purge PP

Process Improvement
Police Department



- Warrant and Video Purging
- December 11, 2025

Recap – Process Improvement for how we request warrants in 2020



- Cases would come in…
- No record of warrants being applied for…
- Led to unknown status of charges…
- Victims were unable to be located or not being contacted and cases were dismissed.
- No time management associated with this process.
- 2020 instituted tracking to ensure case management and warrant status were followed.

Unintended Consequences

- Increased the number of warrants in the system.
- No mechanism to ensure warrant service.
- Required a need to maintain Video Evidence indefinitely.
- Long periods of time elapsed, led to stale charges.
- Reluctance to prosecute if the Statute of Limitations is reached.

- Where can we make improvements?





1st Issue – Review Records to purge IOWA and NCIC systems.

- Regular reviews to ensure charges are not stale.
  - Misdemeanor Charges - In Iowa, the statute of limitations for a misdemeanor is one year for a **simple misdemeanor**** and three years for a **serious or aggravated misdemeanor**. The clock starts ticking from the date the crime was committed.

  - Felony Charges - The general statute of limitations for a felony in Iowa is **three years** after the commission of the crime. However, some offenses have different time limits, such as **no statute of limitations** for murder or a **ten-year limit** for certain sexual abuse and incest cases. Some offenses, like first and second-degree robbery, now have a **five-year** limit, and the clock can be paused or extended if the suspect leaves the state or hides.

- **Simples are the driver of this change – These are the theft 5th, Intox and other minor crimes that escape prosecution due to extradition limits yet never purge from the systems.**

2nd Issue – Retention of Video Evidence

- Transition from L3 to Getac in September 2023.
- Storage prior to that date was on-prem with dedicated server.
- Backed up to disc that required L3 software and burner.
- Identify those cases that are not stale.







New Process Developed

- Criminal Investigation Division works with Records to identify those charges outside of the Statutes of Limitations. They can't just "Go away", so…
- Those warrants are then recalled by the County Attorney and Westcom removes them from IOWA and NCIC records.
- Mainly Simple Misdemeanors where suspects can't be located or are no longer within extradition limits and a year has passed.
- For those still prosecutable, any video from older system would be retained on disc and held in evidence.



Did this improve our process?

- Cleared the system of un-prosecutable cases.
- Records receive a more accurate review in a more-timely manner.
- Able to reduce storage of paper records. Yes, we still have paper copies.
- Lesson the chance of a “Sound-alike” hit being encountered by Westcom.
- Allowed us to repurpose the on-prem server for other city uses.
- We will be able to resell the disc burner to another entity.

- Prosecutor, Patrol, CID, Records, Westcom, Property/Evidence and IT all benefit form this change.

Questions?











Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: City Manager Memo

SYNOPSIS:
Attached please find the City Manager's memo for the January 8, 2026 meeting of the Clive City Council.

Attachments:
1. General Info Memo 1-8-26

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: January 5, 2026

Re: General Information Memo – January 8, 2026 City Council Meeting

The January 8, 2026, City Council meeting will be in-person in the Council Chambers at Clive City Hall & virtually at: https://us06web.zoom.us/j/89441817906

Consent Agenda – There are several items to note on the consent agenda. First, in November the City issued an RFP for signage contractors to replace the exterior signage on the City Hall-Library Building. The City received two responses from the RFP and recommends working with Chestnut Signs for new signage. Second, having received the proper forms from the Federal Government, the City's Auditor has completed the federally required single audit to complete the audit process for the FY 24-25 Fiscal Year. The single audit documents are now ready for Council approval. Third, the capital project bidding season is ready to begin with the staff requesting the Council set public hearings for three road rehabilitation projects for your February 12 meeting, including the next phase of the Alice's Road Reconstruction Project and the annual concrete and asphalt rehabilitation projects. Finally, the City's legal counsel, Nyemaster Law Firm, has the 2026 rate letter ready for your consideration and approval. It is proposed for Kristina Stanger continue to serve as lead City Attorney with Assistant City Attorney Lisa Wieland taking on an increased role in 2026.

Presentation – At the beginning of the January 8 meeting we will have three presentations. The first is the Oath of Office ceremony following the recent re-election of Mayor John Edwards and Councilmember Eric Klein, along with the election of Councilmembers Breanne Hocker and Sadie Gasparotto. Second, the local organization EveryStep has requested time on this Council agenda to provide a brief presentation on their Healthy Homes Iowa program, which offers free in-home health and safety assessments for families across the Des Moines metro. A program overview is included in the packet for the Council's reference. Third, the Police Department is ready to present their annual process improvement project on the warranting process.

Public Hearing – 2026-2030 Capital Improvements Plan – A public hearing is scheduled for the City Council to consider and adopt the 2026-2030 Capital Improvements Plan. The packet includes a final draft of the plan following conversations and direction from the November 20th work session. Following the public hearing, staff recommend approval of the 2026-2030 Capital Improvements Plan.

Public Hearing: Little Walnut Creek Vegetation Management Project – A public hearing that started during the December 11 meeting was continued to the January 8 meeting for the City Council to consider a bid received and a contract award for the large woody vegetation management along Little Walnut Creek west of Alice's Road. This project is the largest vegetation management project taken on by the City and is the first step to the eventual streambank stabilization and trail installation along the entire stretch of Little Walnut Creek west of Alice's Road and east of Warrior Lane. The project includes the harvesting and

stockpiling of over 2,750 trees in an 84-acre area within the Clive Greenbelt. As included in the agenda packet, the materials will be used for creek stabilization while also removing invasive vegetation in the corridor. The overall project is divided into two phases with phase 1 between Warrior Lane and Westgate Drive and phase 2 between Westgate and Alice's Road. Phase 1 must be completed by March 1, 2026, and phase 2 March 1, 2027. This will allow the streambank stabilization work (set to be bid in summer 2026) to begin at Warrior Lane working east behind the vegetation management work so they can use the stockpiled materials. As noted during the November 20 CIP workshop, the vegetation management work is a component of the overall Little Walnut Creek streambank stabilization and Greenbelt Trail extension project. Vegetation management comes first, followed by stream stabilization, followed by extending the Greenbelt Trail from Alice's Road to Warrior Lane in this area. Also included is the installation of a new trail bridge over Little Walnut Creek just west of NW 178th Street & Baxter Drive.

After the City sent the project plans and specifications out to bid, multiple contractors pulled the plans and contacted staff about the project. When the bid letting was held on December 3 only one contractor submitted a bid, HGS, LLC., in the amount of $1,795,497.25. Based on the engineer's estimate for this work of $1,882,185 the sole bid is 5% below the engineer's estimate. Staff contacted HGS's references, and determined they are familiar with this work and have completed other similar projects in Iowa. In talking to other contractors who were considering a bid for this project staff discovered the scale of the project was larger than they had ever taken on before, therefore making those contractors hesitant to commit to a bid. Leisure Services Director Richard Brown will talk about the other details of the project during the meeting.

At the December 11 meeting staff asked the Council to continue the public hearing before awarding the contract for this item. This continuation was to allow staff to better understand the impact awarding the contract might have on the upcoming banking instrument viability, which could have a significant financial impact should the banking instrument no longer become viable. Staff have confirmed the City can award the contract without jeopardizing the banking instrument if the City clearly delineates all the phasing for work and none of the work starts in the banking instrument area prior to it being approved. The result of this clarification is the City will be reordering the work so that the areas not part of the future banking instrument will be completed first and then, once the banking instrument is approved, work will be completed in those areas. Therefore, staff would recommend award to HGS, LLC for the vegetation management work and staff will present a future change order to reorder the phasing of the project to conform with the Mitigation Banking Instrument (MBI) needs.

Public Pond Management Policy Adoption – During the November 13 meeting staff presented a draft of a formal policy for publicly owned pond maintenance for all City-owned ponds. During the November 13 discussion Council provided feedback and directions on adjustments the Council wanted to see made to the policy. The adjustments have been made to the policy document and are outlined in the agenda packet for your review. With these updates made staff is ready for Council consideration and approval of the Public Pond Management Policy and following approval, begin to work on the associated communications plan for property owners adjacent to publicly owned ponds.

Special Events Building Renaming – A complete remodel of the former Special Events Building is nearly complete as a part of the Greenbelt Landing Project. Once the remodel is completed the Council desires to rename the facility. Over the past two months staff posted a list of potential names for the newly remodeled community building on the City's website for the public to weigh in on their preferred name. The vote results are included in the agenda packet with Creekside Pavilion receiving by far the most votes. The Parks, Recreation and Public Art Board will also be reviewing these results at their January 5 meeting with staff's recommendation to rename the "Clive Special Events Building" to the "Clive Creekside Pavilion" once

the remodel is complete. During the January 8 meeting, staff will share the Parks Board discussions before you formally consider the renaming resolution.

Discussion Items – Two discussion items are listed for the January 8 agenda. First, staff would like to revisit a discussion that started back in January 2025 when staff presented the Parkway Street Tree Maintenance issue along the Boston, Berkshire, Devonshire and Westgate Parkway corridors. The memo included in the January 28, 2025 agenda packet is included in this agenda packet for reference. Following the January 2025 discussion staff took Council direction to develop a series of options to consider for addressing the tree maintenance challenge. A new memo is included in the packet outlining potential options with analysis of each option. During the January 8 meeting staff will discuss these items and the preferred recommendation for a City-Managed Tree Program for the best results. Staff welcomes the Council discussion, questions and feedback on these options and the recommendation.

The second discussion item is a presentation and discussion to be facilitated by Assistant City Manager Pete De Kock on one of the Council's strategic priorities regarding Artificial Intelligence (AI) policies, use cases and framework for evaluating risks and benefits to the community. Pete has drafted an AI usage policy for your review and feedback, along with several other items staff are working on in the AI space.

Closed Session – At the end of the January 8 meeting the City Attorney is requesting the Council go into closed session pursuant to Iowa Code Section 21.5(1)(c) to discuss litigation strategy.

Tentative Upcoming Agenda Items

January 29

- Action – Professional Services Agreement w/ Snyder & Associates (Phase 4 Alice's Road Design)
- Presentation/Discussion Items – Annual Community Engagement Plan and Communications Update from 2nd Half of 2025, Greenbelt/Park Encroachments Policy, Clive 10-Year Financial Model with PFM.

February 12

- Public Hearings – Alice's Road Reconstruction Phase 1B, 2026 Residential PCC and HMA Pavement Rehabilitation Projects.
- Presentation/Discussion – City Manager's FY 26-27 Proposed Budget Workshop #1: Public Works Department, Road Use Tax and Municipal Utility Funds.

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve 12/11/2025 City Council Minutes

SYNOPSIS:

Attachments:
1. cc Minutes 12_11_2025

CLIVE CITY COUNCIL MEETING MINUTES
REGULAR MEETING
DECEMBER 11, 2025
CITY HALL COUNCIL CHAMBERS
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, Susan Judkins, Breanne Hocker. Absent: Eric Klein. Public access was provided in-person at City Hall, and via Zoom platform. Information on how to access via Zoom was provided on social media, posted with the agenda at City Hall and on the city website, cityofclive.com.

Approval of the Agenda
Ted Weaver moved approval, seconded by Breanne Hocker. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

Presentation
1. Service to the Community Recognition - City Councilmember Michael McCoy

Consent Items
Susan Judkins moved approval with a noted amendment to Consent Item 15, adding Matt McQuillen as the Primary and Liz Hansen as the Alternate to the WRA Finance Committee, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried. 1. City Manager Memo; 2. City Manager Report - November 2025; 3. Assistant City Manager Tech Services Report - November 2025; 4. Administrative Services Report - November 2025; 5. Community Development Report - November 2025; 6. Fire Department Report - November 2025; 7. Leisure Services Report - November 2025; 8. Police Department Report - November 2025; 9. Public Works Department Report - November 2025; 10. Treasurer's Report - October 2025; 11. Approve 11/13/2025 City Council Meeting Minutes; 12. Approve 11/20/2025 City Council Minutes (Work Session); 13. Bill List; 14. Approve City Council Calendar - 2026; 15. Approve Mayoral Appointments to Regional Boards and Commissions - 2026; 16. Approve Mayoral Appointments to Clive Boards and Commissions - 2026; 17. **Resolution 2025-359** Adopting the City of Clive 2026 Fee Schedule; 18. **Resolution 2025-360** Approving Renewal of Agreement for Animal Licensing Services with PetData, Inc. 19. Approve Retail Alcohol Sales License Renewal Application - Casey's #2253 - 2070 NW 100th Street; 20. Approve Retail Alcohol Sales License Renewal Application - University Tap - 7500 University Avenue, Ste 1; 21. Approve Retail Alcohol Sales License Renewal Application - Hy-Vee Fast and Fresh - 11925 University Avenue; 22. **Resolution 2025-361** Accepting Work - 2025 NW 138th Street HMA Overlay Project; 23. **Resolution 2025-362** Accepting Work - City Hall Approach Replacement Project; 24. **Resolution 2025-363** Accepting Work - 2025 Clive Soil Quality Restoration Cost Share Program; 25. **Resolution 2025-364** Approving Contract Amendment with Smithgroup for Greenbelt Landing Construction Administration - $117,395.00; 26. **Resolution 2025-365** Approving Addendum to Agreement No. 2023-6-117 with the Iowa DOT for the I35/80 & Hickman Interchange Project; 27. **Resolution 2025-366** Approving Change Order #1 - Howrey Construction, Inc. - Little Walnut Creek Trail Reconstruction East of Alice's Road - (-$74,239.62); 28. **Resolution 2025-367** Approving Change Order #1 - The Concrete Company - 2025 Residential PCC Pavement Rehabilitation Project - (-$7,304.00); 29. **Resolution 2025-368** Approving Change Order #1 - The Concrete Company - NW 86th Street Pavement Repair Project - $6,068.00; 30. **Resolution 2025-369** Approving Change Order #2 - Stapes Concrete LLC - City Hall Approach Replacement Project - (-$4,370.00); 31. **Resolution 2025-370** Approving Change Order #3 - Concrete Technologies, Inc. - Alice's Road Phase 1A Reconstruction Project - $77,991.76; 32. **Resolution 2025-371** Approving Change Order #5 - Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice’s Road - $1,790.00; 33. **Resolution 2025-372** Approving Change Order #9 - Alliance Construction Group - NW

114th Street Reconstruction - $11,250.00; 34. Approve Pay Request #1 - The Concrete Company - NW 86th Street Pavement Repair Project - $81,108.92; 35. Approve Pay Request #2 - Elite Fire Sprinkler - City Hall Remodel Project Phase 2 - $7,566.00; 36. Approve Pay Request #2 - Keystone Construction - City Hall Remodel Project Phase 2 - $50,081.77; 37. Approve Pay Request #3 - Burkett Construction - Linnan Park Construction Project - $279,585.00; 38. Approve Pay Request #3 - Caliber Concrete - Linnan Park Construction Project - $5,318.10; 39. Approve Pay Request #3 - Cunningham Inc - City Hall Remodel Phase 2 Project - $40,840.88; 40. Approve Pay Request #3 - NAI Electrical - City Hall Remodel Project Phase 2 - $38,268.44; 41. Approve Pay Request #4 - SKOL Trucking, LLC - 2025 Arterial PCC Pavement Rehabilitation Project - $9,024.88; 42. Approve Pay Request #5 - On Track Construction, LLC - Linnan Park Construction Project - $150,641.00; 43. Approve Pay Request #5 (Retainage Release) - Boulder Contracting, LLC - NW 114th Street Bridge Repair Project - $4,832.08; 44. Approve Pay Request #5 - Hansen Company - Linnan Park Construction Project - $35,668.70; 45. Approve Pay Request #5 - Howrey Construction, Inc. - Little Walnut Creek Trail Reconstruction East of Alice's Road - $22,383.77; 46. Approve Pay Request #6 - Absolute Group - Greenbelt Landing Construction Project - $81,358.85; 47. Approve Pay Request #6 (Retainage Release) - Iowa Signal, Inc. - Douglas Parkway and Berkshire Parkway Traffic Signalization Project - $3,741.80; 48. Approve Pay Request #7 - Des Moines Asphalt and Paving - Country Club Boulevard HMA Pavement Rehabilitation Project - $18,821.75; 49. Approve Pay Request #8 - Country Landscapes - Greenbelt Landing Construction Project - $3,455.86; 50. Approve Pay Request #11 (Final) - Keystone Construction - City Hall-Library Remodel Project Phase 1 - $52,586.49; 51. Approve Pay Request #11 - On Track Construction - Greenbelt Landing Construction Project - $142,790.70; 52. Approve Pay Request #12 - Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice's Road - $1,700.50; 53. Approve Pay Request #13 - Air-Con Mechanical Corp. - Greenbelt Landing Construction Project - $41,609.06; 54. Approve Pay Request #13 (Final) - University Boulevard Flood Mitigation Project Scoping Plan - Confluence, Inc. - $70,472.93; 55. Approve Pay Request #14 - Central Iowa Mechanical - Greenbelt Landing Construction Project - $8,734.59; 56. Approve Pay Request #14 - Keystone Construction - Greenbelt Landing Construction Project - $167,403.30; 57. Approve Pay Request #18 - Alliance Construction Group - NW 114th Street Reconstruction - $1,500.00; 58. Approve Pay Request #19 - Alice's Road Reconstruction - Phase 1 - Design - Snyder & Associates - $49,773.50; 59. Approve Pay Request #23 - University Blvd. Booster Station Facility Upgrade - Snyder & Associates - $1,194.00; 60. Approve Purchase - Ascendance Trucks Midwest - Dump Truck Purchase and Outfitting - $230,257.00; 61. **Resolution 2025-373** Approving Professional Services for Hearing Testing - MercyOne - $1,952.00; 62. **Resolution 2025-374** Approving Purchase Agreement - 7705 University Boulevard - $353,000.00; 63. **Resolution 2025-375 through Resolution 2025-392** Approving FY26 Budget Transfers; 64. **Resolution 2025-393** Setting a Public Hearing (01/08/2026, 6:00 p.m.) for Consideration of the 2026-2030 Capital Improvement Program; 65. **Resolution 2025-394** Accepting 1st Amendment to Overland Flowage and Private Storm Sewer Easement for Shadow Creek West, Lot 83 - 3736 NW 183rd Street; 66. **Resolution 2025-395** Accepting 1st Amendment to Surface Water Flowage Easement for Country Club West Plat 4, Lot 40 - 2187 NW 148th Street; 67. **Resolution 2025-396** Approving Dallas County Nuisance Abatement Assessments - Mowing - 17865 Valleyview Drive, 4052 NW 175th Street; 68. **Resolution 2025-397** Approving 28E Agreement with Polk County for Rural Library Services; 69. **Resolution 2025-398** Approving Various Full-Time Position Job Descriptions and Seasonal; 70. **Resolution 2025-399** Approving the Seasonal Employee Pay Matrix; 71. **Resolution 2025-400** Amending the Seasonal Employee Handbook.

Action Items

1. **Public Hearing - Proposed Development Agreement with Fortress Bank.** Public Hearing Notice published 11/24/2025 in the Des Moines Register. Senior Planner Amanda Grutzmacher presented the matter to the Council and recommended approval. Ted Weaver moved to close the public hearing, seconded by Breanne Hocker. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

a. **Resolution 2025-401 Approving Development Agreement with Fortress Bank, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement.** Ted Weaver moved approval, seconded by Breanne Hocker. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

2. **Public Hearing - Little Walnut Creek West of Alice's Road - Large Woody Vegetation Management.** Public Hearing Notice published 11/24/2025 in the Des Moines Register. Leisure Services Director Richard Brown presented the matter to the Council and recommended continuing the Public Hearing to the 01/08/2026 Council Meeting to allow time to receive clarification regarding possible impacts to future revenue from the stream credit banking instrument if work is started before the bank is finalized. Ted Weaver moved to continue the Public Hearing, seconded by Breanne Hocker. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried. Ted Weaver moved to table the **Resolution 2025-402** approving plans and specs, receipt of bids, and the **Resolution 2025-403** awarding the contract to the 01/08/2026 Council Meeting, seconded by Breanne Hocker. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

3. **Public Hearing - 2025/2026 Sanitary Sewer Lining Program**. Public Hearing Notice published 11/24/2025 in the Des Moines Register. Public Works Operations Administrator Jerry Freestone presented the matter to the Council and recommended approval. Ted Weaver moved to close the public hearing, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.
   a. **Resolution 2025-404 Approving Plans and Specifications.** Ted Weaver moved to approve plans and spec, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.
   b. **Receipt of Bids.** Ted Weaver moved to receive the bids, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.
   c. **Resolution 2025-405 Awarding Contract - Hydro-Klean, LLC - $147,031.20.** Ted Weaver moved to award contract, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

4. **Fire-Emergency Medical Services Consulting - Multi-City Collaboration.** City Manager Matt McQuillen presented the matter to the Council and recommended approval.
   a. **Resolution 2025-406 Approving Professional Services Agreement - Center for Public Safety Management - Fire and Emergency Medical Services Consulting - $145,775.** Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.
   b. **Resolution 2025-407 Approving Memorandum of Understanding - Cities of Clive, Urbandale, Waukee and Windsor Heights - Fire and Emergency Medical Services Consulting.** Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

5. **University Boulevard Flood Mitigation.** Community Development Director Doug Ollendike presented the matter to the Council and recommended approval.
   a. **Receive and File University Boulevard Flood Mitigation - Project Scoping Plan Report.** Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

b. **Resolution 2025-408 Authorizing the Acquisition of the Property Located in the University Boulevard Flood Mitigation Area.** Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

6. **Resolution 2025-409 Approving and Authorizing Execution and Delivery of Third Amended and Restated Agreement for the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), Consenting to the Issuance of Bonds by the Board of the WRA for the Purpose of Constructing Improvements Under the Terms of Said Agreement, and Related Matters.** City Manager Matt McQuillen presented the matter to the Council and recommended approval. Ted Weaver moved approval, seconded by Breanne Hocker. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

7. **Second Consideration of Proposed Ordinance No. 1173 - Zoning Ordinance Amendment Regarding Boarding and Lodging Houses.** Senior Planner Amanda Grutzmacher presented the matter to the Council and recommended approval. Grutzmacher further recommended suspending the requirement for three separate readings and moving to adoption. Ted Weaver moved to suspend the rule requiring three separate readings of an ordinance prior to adoption, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried. Ted Weaver moved approval, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.
Mayor Edwards declared Ordinance 1173 enacted.

8. **Resolution 2025-410 Approving Clive 2026 State Legislative Priorities.** Assistant City Manager Pete De Kock presented the matter to the Council and recommended approval. Michael McCoy moved approval, seconded by Susan Judkins. Roll Call: Ayes: Ted Weaver, Michael McCoy, Susan Judkins, Breanne Hocker. Nays: None. Abstained: None. Motion carried.

Presentation

1. **State of Clive's Waters.** Assistant City Manager Pete De Kock presented the matter to the Council and facilitated discussion.

Correspondence

1. Greater Des Moines Partnership Letter

Reports

City Manager Report was given by Matt McQuillen.
Council Member Committee Reports were given.
Assistant City Manager Report was given by Pete De Kock.

The meeting was adjourned at 7:47 p.m.

_____
Matthew D. Graham, City Clerk

_____
John D. Edwards, Mayor

Memo

TO: Mayor and Council members
FROM:
DATE: January 8, 2026
RE: Bill List

SYNOPSIS:

Attachments:
1. 3379_001

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	AB CREATIVE	PLAYGROUND MAINT	1,196.64
12/11/2025	ABSOLUTE GROUP	GREENBELT LANDING PAY REQ 6	81,358.85
01/05/2026	ACCESS SYSTEMS	MANAGED PRINT	1,832.29
01/05/2026	ACCURO SOLUTIONS, LLC	411 MED CLAIM ADMIN	112.57
01/05/2026	ACME TOOLS	EQUIPMENT	2,461.39
01/05/2026	ACME TOOLS	MINOR EQUIPMENT	165.00
01/05/2026	AFFEKTIVE SOFTWARE LLC	DIGIQUATICS ANNUAL SUBSCRIPTION	1,222.10
12/12/2025	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 12/06/2025	91.32
12/26/2025	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 12/20/2025	91.32
01/05/2026	AIA CORPORATION	3 MEDIUM JOBSHIRTS - STOCK FOR NEW HIRES	240.50
12/11/2025	AIR-CON MECHANICAL CORP	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 13	41,609.06
01/05/2026	ALL FORMS & SUPPLIES LTD	PRINTING	71.70
01/05/2026	ALL FORMS & SUPPLIES LTD	PRINTING	50.74
01/05/2026	ALLENDAN SEED COMPANY	SEED MIX	1,054.82
01/05/2026	ALLENDER BUTZKE ENGINEERS INC	LINNAN PARK CONSTRUCTION ENGINEERING	496.36
01/05/2026	ALLENDER BUTZKE ENGINEERS INC	LINNAN PARK CONSTRUCTION ENGINEERING	914.71
01/05/2026	ALLENDER BUTZKE ENGINEERS INC	LINNAN PARK CONSTRUCTION ENGINEERING	456.36
01/05/2026	ALLENDER BUTZKE ENGINEERS INC	LINNAN PARK CONSTRUCTION ENGINEERING	1,563.72
01/05/2026	ALLENDER BUTZKE ENGINEERS INC	LINNAN PARK CONSTRUCTION ENGINEERING	566.68
12/11/2025	ALLIANCE CONSTRUCTION GROUP LLC	NW 114TH ST RECON PAY REQ 18	1,500.00
01/05/2026	AMAZON CAPITAL SERVICES	ADULT BOOKS	39.96
01/05/2026	AMAZON CAPITAL SERVICES	SUPPLIES	54.73
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	99.75
01/05/2026	AMAZON CAPITAL SERVICES	YOUTH PROGRAM SUPPLIES	1,053.51
01/05/2026	AMAZON CAPITAL SERVICES	YOUTH PROGRAM SUPPLIES-HB	351.17
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS	161.32
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	79.87
01/05/2026	AMAZON CAPITAL SERVICES	TRAINING EQUIPMENT	6.49
01/05/2026	AMAZON CAPITAL SERVICES	MINOR EQUIPMENT	62.77
01/05/2026	AMAZON CAPITAL SERVICES	LIBRARY MEDIA	44.92
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS	161.59
01/05/2026	AMAZON CAPITAL SERVICES	LIBRARY MEDIA (CC))	9.55
01/05/2026	AMAZON CAPITAL SERVICES	ARCADE ADDITION	589.30
01/05/2026	AMAZON CAPITAL SERVICES	YOUTH SUPPLIES-HB	37.99
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS	124.56
01/05/2026	AMAZON CAPITAL SERVICES	LARGE FLOOR SQUEGEE	26.02
01/05/2026	AMAZON CAPITAL SERVICES	LARGE FLOOR SQUEGEE	25.99
01/05/2026	AMAZON CAPITAL SERVICES	LARGE FLOOR SQUEGEE	25.99
01/05/2026	AMAZON CAPITAL SERVICES	LARGE FLOOR SQUEGEE	25.99
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS HARBACH	27.74
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	19.00
01/05/2026	AMAZON CAPITAL SERVICES	CHILDRENS BOOKS	53.52
01/05/2026	AMAZON CAPITAL SERVICES	INDOOR VOLLEYBALL EQUIPMENT	76.99
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	44.15
01/05/2026	AMAZON CAPITAL SERVICES	SUPPLIES	25.77
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	58.48
01/05/2026	AMAZON CAPITAL SERVICES	321 AIR SYSTEM REPAIR PARTS	77.45
01/05/2026	AMAZON CAPITAL SERVICES	EQUIPMENT REPAIR	108.24
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS	117.15
01/05/2026	AMAZON CAPITAL SERVICES	ICE CLEATS	36.06
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS	17.40
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS HARBACH	19.87
01/05/2026	AMAZON CAPITAL SERVICES	TAX FORMS	378.51
01/05/2026	AMAZON CAPITAL SERVICES	ANTENNA FOR GARCIA'S RADIO	13.78
01/05/2026	AMAZON CAPITAL SERVICES	SD CARDS	62.55
01/05/2026	AMAZON CAPITAL SERVICES	SHOP STOCK	235.98
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	109.93
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS	35.15

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	AMAZON CAPITAL SERVICES	VEHICLE OPERATIONS	69.99
01/05/2026	AMAZON CAPITAL SERVICES	ADULT BOOKS	58.80
01/05/2026	AMAZON CAPITAL SERVICES	ADULT PROGRAM SUPPLIES	20.16
01/05/2026	AMAZON CAPITAL SERVICES	ADULT PROGRAM SUPPLIES HARBACH	5.04
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	89.35
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS	14.84
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS	102.49
01/05/2026	AMAZON CAPITAL SERVICES	MISC SUPPLIES	112.99
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BKS (CC))	15.78
01/05/2026	AMAZON CAPITAL SERVICES	CHILDRENS BOOKS	64.42
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS	11.99
01/05/2026	AMAZON CAPITAL SERVICES	REUSABLE COFFEE FILTERS	39.93
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS	76.55
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS HARBACH	14.24
01/05/2026	AMAZON CAPITAL SERVICES	E321 AIR SYSTEM REPAIR PARTS	108.29
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS (CC)	23.37
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS	41.39
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	60.69
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS	507.38
01/05/2026	AMAZON CAPITAL SERVICES	PA SYSTEMS CASES	226.60
01/05/2026	AMAZON CAPITAL SERVICES	PARTS	829.77
01/05/2026	AMAZON CAPITAL SERVICES	ADULT LIBRARY BOOKS (CC))	19.25
01/05/2026	AMAZON CAPITAL SERVICES	OFFICE-TREE LIGHTING	6.99
01/05/2026	AMAZON CAPITAL SERVICES	ADULT FICTION BOOKS HARBACH	101.28
01/05/2026	AMAZON CAPITAL SERVICES	JOBSHIRTS - GLENDY	228.29
12/12/2025	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 12/06/2025	544.44
12/26/2025	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 12/20/2025	544.44
01/05/2026	ARNOLD MOTOR SUPPLY	CREDIT	61.10-
01/05/2026	ARNOLD MOTOR SUPPLY	CREDIT	39.66-
01/05/2026	ARNOLD MOTOR SUPPLY	CREDIT	446.09-
01/05/2026	ARNOLD MOTOR SUPPLY	CREDIT	14.15-
01/05/2026	ARNOLD MOTOR SUPPLY	CREDIT	329.20-
01/05/2026	ARNOLD MOTOR SUPPLY	HYDRAULIC HOSE FOR LOADER	75.48
01/05/2026	ARNOLD MOTOR SUPPLY	LOADER PLOW PARTS	154.66
01/05/2026	ARNOLD MOTOR SUPPLY	VEHICLE MAINT	13.77
01/05/2026	ARNOLD MOTOR SUPPLY	DEF TREATMENT	37.98
01/05/2026	ARNOLD MOTOR SUPPLY	HYDRAULIC FITTINGS	236.64
01/05/2026	ARNOLD MOTOR SUPPLY	RANGER REPAIR	39.66
01/05/2026	ARNOLD MOTOR SUPPLY	DUMP TRUCK WIPERS	188.40
01/05/2026	ARNOLD MOTOR SUPPLY	DUMP TRUCK WIPERS	188.40
01/05/2026	ARNOLD MOTOR SUPPLY	FILTER STOCK	199.80
01/05/2026	ARNOLD MOTOR SUPPLY	GREASE	69.99
01/05/2026	ARNOLD MOTOR SUPPLY	#718 REPAIR	46.96
01/05/2026	ARNOLD MOTOR SUPPLY	DUMP TRUCK REPAIR	127.29
01/05/2026	ARNOLD MOTOR SUPPLY	STOCK	71.88
01/05/2026	ASCENDANCE TRUCKS MIDWEST, LLC	#716 REPAIR	2,722.57
01/05/2026	ASCENDANCE TRUCKS MIDWEST, LLC	#723 REPAIR	198.38
01/05/2026	ASCENDANCE TRUCKS MIDWEST, LLC	#719 FUEL GUAGE	281.84
01/05/2026	AT & T MOBILITY	EMS CELL PHONES	178.45
12/18/2025	AT & T MOBILITY	GPS DATA PLAN	71.08
01/05/2026	ATOMIC MUSIC GROUP	DECOY CONTRACT #1580963	1,500.00
12/18/2025	AUREON COMMUNICATIONS	INTERNET CH	787.50
01/05/2026	AUREON COMMUNICATIONS	CANCELLATION LINE	6.40
01/05/2026	AUSTIN PETERS GROUP	R&R PROJECT - 2025	4,688.75
01/05/2026	BAKER GROUP	FIRE BAY HEATER REPAIR	759.02
01/05/2026	BAX SALES INC	SHOP SUPPLIES	65.63
01/05/2026	BAX SALES INC	PLOW BOLTS	41.50
01/05/2026	BAX SALES INC	SHOP SUPPLIES	11.50

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	BAX SALES INC	MISC SUPPLIES	70.49
01/05/2026	BAX SALES INC	SHOP HEAD LAMP	33.00
01/05/2026	BAX SALES INC	#781 CUTTING EDGE BOLTS	17.06
01/05/2026	BEFORE AND AFTER THE BIRTH LLC	MISC CONTRACT WORK-CHILDREN	210.00
01/05/2026	BOOT BARN INC	MINOR EQUIPMENT	314.47
01/05/2026	BOOT BARN INC	BOOTS RAI	169.95
01/05/2026	BOOT BARN INC	BOOTS PASCO	148.74
12/11/2025	BOULDER CONTRACTING LLC	NW 114TH BRIDGE REPAIR PAY REQ 5	4,832.08
01/05/2026	BOUND TREE MEDICAL LLC	EMS BAGS - SAMPLES - RETURNED	180.90-
01/05/2026	BOUND TREE MEDICAL LLC	DEMO BAG RETURN	216.15-
01/05/2026	BOUND TREE MEDICAL LLC	EMS BAGS - SAMPLES	180.90
01/05/2026	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	413.80
01/05/2026	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	231.61
01/05/2026	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	461.13
01/05/2026	BRAVO GREATER DES MOINES	HOTEL MOTEL DEC 25	24,181.55
12/11/2025	BURKETT CONSTRUCTION	LINNAN PK CONSTRUCTION PAY REQ 3	279,585.00
12/11/2025	CALIBER CONCRETE LLC	LINNAN PARK PAY REQ 3	5,318.10
01/05/2026	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	189.74
01/05/2026	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	38.15
01/05/2026	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	59.44
01/05/2026	CDW GOVERNMENT INC	PERIPHERALS	1,318.01
01/05/2026	CDW GOVERNMENT INC	BATTERY BACKUP	513.56
01/05/2026	CENGAGE LEARNING INC / GALE	ADULT LIBRARY BOOKS	79.16
12/11/2025	CENTRAL IOWA MECHANICAL	GREENBELT LANDING CONSTRUCT PJCT PAY REQ 14	8,734.59
01/05/2026	CENTRAL IOWA READY MIX	CONCRETE FOR WATER MAIN BREAK REPAIR 10989 HAWTHORN	500.00
01/05/2026	CENTRAL IOWA READY MIX	CONCRETE REPAIR 86TH ST WATER MAIN BREAK	1,209.00
12/18/2025	CENTURY LINK	CAC PHONE LINES	33.74
01/05/2026	CERTIFIED POWER INC	AUGER SYSTEM CABLES	594.42
01/05/2026	CERTIFIED POWER INC	AUGER SYSTEM CABLES	241.14
01/05/2026	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	514.46
01/05/2026	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	514.46
01/05/2026	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	514.46
01/05/2026	CITY OF URBANDALE	STATION 43 - 6 MONTHS	530,996.82
01/05/2026	CITY OF URBANDALE	A103 OIL CHANGE	171.80
01/05/2026	CITY OF URBANDALE	E321 DIAGNOSTICS AND C301 TIRE REPAIR	96.00
12/12/2025	CLIVE COMMUNITY SERVICES	CURRENT PAY WITHHOLDING CLIVE COMM SERVICES Pay Period: 12/06/20	37.20
12/26/2025	CLIVE COMMUNITY SERVICES	CURRENT PAY WITHHOLDING CLIVE COMM SERVICES Pay Period: 12/20/20	37.20
01/05/2026	CLIVE POWER EQUIPMENT	SALT DOG SPREADER	30.82
01/05/2026	CLIVE POWER EQUIPMENT	EQUIPMENT MAINT	32.07
01/05/2026	CLIVE POWER EQUIPMENT	SNOW BLOWER REPAIR	106.69
12/12/2025	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 12/06/2025	1,775.96
12/26/2025	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 12/20/2025	1,775.96
12/18/2025	COMMERCE BANK	TRAINING__ ADAMS	499.00-
12/18/2025	COMMERCE BANK	SUPPLIES__ ADAMS	107.98
12/18/2025	COMMERCE BANK	LIEN REMOVAL__ ALARCON	5.11
12/18/2025	COMMERCE BANK	AED BATTERIES__ ANNIS	377.55
12/18/2025	COMMERCE BANK	PASSPORT TAGS__ ANNIS	62.75
12/18/2025	COMMERCE BANK	VEHICLE REPAIR__ SOMSKY	3,242.33
12/18/2025	COMMERCE BANK	PROFESSIONAL FEES__ TOKUHISA	1,870.00
12/18/2025	COMMERCE BANK	MEMBERSHIP__ TOKUHISA	296.00
12/18/2025	COMMERCE BANK	TRAINING__ WEILER	399.00
12/18/2025	COMMERCE BANK	TRAINING__ WIRTH	384.00
12/18/2025	COMMERCE BANK	CHILDREN BOOKS__ SHALON-DEUR	126.18
12/18/2025	COMMERCE BANK	CHILDREN BOOKS__ SHALON-DEUR	67.86
12/18/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ SHALON-DEUR	171.86
12/18/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ SHALON-DEUR	66.55
12/18/2025	COMMERCE BANK	CONFERENCE EXPENSE__ SHALON-DEUR	14.12
12/18/2025	COMMERCE BANK	EQUIPMENT__ SOMSKY	370.22

Date Paid	Vendor Name	Description	Amount Paid
12/18/2025	COMMERCE BANK	TRAINING__ PHELPS	283.49
12/18/2025	COMMERCE BANK	SUPPLIES__ PHELPS	157.14
12/18/2025	COMMERCE BANK	SUPPLIES__ POTRATZ	70.99
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ REHBERG	13.51
12/18/2025	COMMERCE BANK	DUES__ REHBERG	195.00
12/18/2025	COMMERCE BANK	GOAT SUPPLIES__ ROLFES	434.93
12/18/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NELSON	108.22
12/18/2025	COMMERCE BANK	LIBRARY MEDIA__ NELSON	17.95
12/18/2025	COMMERCE BANK	OFFICE SUPPLIES__ NELSON	62.09
12/18/2025	COMMERCE BANK	CONFERENCE EXPENSE__ NISIC	30.00
12/18/2025	COMMERCE BANK	FACEBOOK MARKETING__ NISIC	169.91
12/18/2025	COMMERCE BANK	EQUIPMENT__ NUSS	253.75
12/18/2025	COMMERCE BANK	REFUND TAX__ MORRIS	13.41-
12/18/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NAPIER	10.00
12/18/2025	COMMERCE BANK	MEMORIAL __ NAPIER	124.28
12/18/2025	COMMERCE BANK	ADULT LIBRARY BOOKS__ NELSON	514.24
12/18/2025	COMMERCE BANK	LIBRARY MEDIA__ NELSON	352.80
12/18/2025	COMMERCE BANK	OFFICE SUPPLIES__ NELSON	99.56
12/18/2025	COMMERCE BANK	PRINTING__ LUCAS	632.06
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ MAY	20.06
12/18/2025	COMMERCE BANK	DUES__ MCGILVRA	75.00
12/18/2025	COMMERCE BANK	ICMA MEMBER DUES__ MCQUILLEN	1,200.00
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ MCQUILLEN	251.49
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ MORRIS	19.39
12/18/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ KELLER	11.76
12/18/2025	COMMERCE BANK	OFFICE SUPPLIES__ KELLER	252.70
12/18/2025	COMMERCE BANK	EQUIPMENT__ KEMPNICH	168.00
12/18/2025	COMMERCE BANK	CONFERENCE EXPENSE__ LLAMAS	13.54
12/18/2025	COMMERCE BANK	CONTRACT WORK__ LUCAS	449.52
12/18/2025	COMMERCE BANK	ADVERTISING__ LUCAS	436.86
12/18/2025	COMMERCE BANK	NAME PLATES PRINTING__ GRAHAM	450.00
12/18/2025	COMMERCE BANK	MEMBERSHIP__ HERZOG	100.00
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ HERZOG	10.68
12/18/2025	COMMERCE BANK	SUPPLIES__ JAMES	82.19
12/18/2025	COMMERCE BANK	TRAINING__ KALLEM	16.12
12/18/2025	COMMERCE BANK	OFFICE SUPPLIES__ KELLER	43.10
12/18/2025	COMMERCE BANK	YOUTH BB GYM RENTAL__ GIBBS	8,235.00
12/18/2025	COMMERCE BANK	SUPPLIES__ GIBBS	250.00
12/18/2025	COMMERCE BANK	CENSUS OFFICE RENT__ GRAHAM	1,544.85
12/18/2025	COMMERCE BANK	TRAINING__ GRAHAM	160.00
12/18/2025	COMMERCE BANK	RECORDING FEES__ GRAHAM	238.81
12/18/2025	COMMERCE BANK	AI SUBSCRIPTION__ GRAHAM	21.40
12/18/2025	COMMERCE BANK	TRAINING__ FARLOW	83.54
12/18/2025	COMMERCE BANK	POSTAGE__ FREESTONE	10.48
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ FREESTONE	26.45
12/18/2025	COMMERCE BANK	PUBLIC EDUCATION__ GARCIA	14.99
12/18/2025	COMMERCE BANK	CONTRACT WORK__ GARCIA	110.20
12/18/2025	COMMERCE BANK	SUBSCRIPTION FEE__ GIBBS	107.99
12/18/2025	COMMERCE BANK	IA PE LICENSE RENEWAL__ CYGAN	100.00
12/18/2025	COMMERCE BANK	SUBSCRIPTION FEE__ DE KOCK	144.00
12/18/2025	COMMERCE BANK	CONFERENCE EXPENSE__ DE KOCK	2,061.59
12/18/2025	COMMERCE BANK	SUSTENANCE SUPPLIES__ EASTMAN	63.62
12/18/2025	COMMERCE BANK	CHATGPT SUBSCRIPTION__ EASTMAN	21.40
12/18/2025	COMMERCE BANK	MEETING EXPENSE__ EASTMAN	19.00
12/18/2025	COMMERCE BANK	POSTAGE__ BELIEU	10.45
12/18/2025	COMMERCE BANK	FACEBOOK MARKETING__ BELIEU	55.54
12/18/2025	COMMERCE BANK	CONTRACT WORK__ BOYLE	712.80
12/18/2025	COMMERCE BANK	CONFERENCE EXPENSE__ BOYLE	26.00

Date Paid	Vendor Name	Description	Amount Paid
12/18/2025	COMMERCE BANK	SUPPLIES__ CLEMENSON	127.50
12/18/2025	COMMERCE BANK	DUES__ COLEMAN	125.00
12/11/2025	CONCRETE COMPANY	NW 86TH ST REPAIR PAY REQ 1	81,108.92
12/11/2025	CONFLUENCE	UNIVERSITY BLVD FLOOD MIT PAY REQ 13	70,472.93
12/18/2025	CONSENSUS CLOUD SOLUTIONS, LLC	HOSTED FAX	92.97
01/05/2026	CORE & MAIN LP	LOCATOR FOR VALVE BOXES	1,226.66
01/05/2026	CORE & MAIN LP	LOCATOR FOR VALVE BOXES	1,226.66
01/05/2026	CORE & MAIN LP	86TH AND ALICE AVE WATER MAIN REPAIR	275.00
01/05/2026	CORE & MAIN LP	PIPE CONNECTORS	737.44
12/11/2025	COUNTRY LANDSCAPES INC	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 8	3,455.86
12/11/2025	CUNNINGHAM INC	CH REMODEL PH 2 PAY REQ 3	40,840.88
01/05/2026	DEMCO INC	OFFICE SUPPLIES-PROCESSING	903.12
01/05/2026	DENISE FORNEY	MISC CONTRACT WORK-CHILDREN	150.00
12/11/2025	DES MOINES ASPHALT AND PAVING	COUNTRY CLUB BLVD PAVEMENT REHAB PAY REQ 7	18,821.75
01/05/2026	DES MOINES IRON & SUPPLY	SHOP STEEL	550.19
01/05/2026	DINGES FIRE COMPANY	YELLOW HOSE WITH COUPLINGS	1,857.00
11/30/2025	EBS	Medical / Dental Ins -Nov	13,296.69
11/30/2025	EBS	Medical / Dental Ins -Nov	32,423.89
11/30/2025	EBS	Medical / Dental Ins -Nov	6,552.70
11/30/2025	EBS	Medical / Dental Ins -Nov	15,222.22
11/30/2025	EBS	Medical / Dental Ins -Nov	6,239.02
11/30/2025	EBS	Medical / Dental Ins -Nov	5,739.88
11/30/2025	EBS	Flex Admin - Nov	13.80
11/30/2025	EBS	Flex Admin - Nov	4.60
11/30/2025	EBS	Cobra Admin	150.08
11/30/2025	EBS	Flex Admin - Nov	4.60
11/30/2025	EBS	Flex Admin - Nov	9.20
11/30/2025	EBS	Flex Admin - Nov	4.60
11/30/2025	EBS	Flex Admin - Nov	13.80
11/30/2025	EBS	Flex Admin - Nov	4.60
11/30/2025	EBS	Flex Admin - Nov	27.60
11/30/2025	EBS	Flex Admin - Nov	41.40
11/30/2025	EBS	Flex Admin - Nov	9.20
11/30/2025	EBS	Flex Admin - Nov	18.40
11/30/2025	EBS	Flex Admin - Nov	4.60
11/30/2025	EBS	Flex Admin - Nov	4.60
11/30/2025	EBS	Flex Admin - Nov	13.80
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	58.27
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	142.36
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	128.87
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	97.02
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	154.10
11/30/2025	EBS	Flex Admin - Nov	13.80
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	119.17
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	204.60
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	35.77
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	177.41
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	59.49
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	242.44
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	197.88
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	296.93
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	197.62
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	380.14
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	123.71
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	33.70
11/30/2025	EBS	Vision Ins - Nov	37.12
11/30/2025	EBS	Vision Ins - Nov	55.68
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	292.18

Date Paid	Vendor Name	Description	Amount Paid
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	491.02
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	209.77
11/30/2025	EBS	Life, LTD, AD&D Ins - Nov	506.56
11/30/2025	EBS	Vision Ins - Nov	18.56
11/30/2025	EBS	Vision Ins - Nov	64.96
11/30/2025	EBS	Vision Ins - Nov	18.56
11/30/2025	EBS	Vision Ins - Nov	125.40
11/30/2025	EBS	Vision Ins - Nov	27.84
11/30/2025	EBS	Vision Ins - Nov	46.40
11/30/2025	EBS	Vision Ins - Nov	30.93
11/30/2025	EBS	Vision Ins - Nov	9.28
11/30/2025	EBS	Vision Ins - Nov	27.84
11/30/2025	EBS	Vision Ins - Nov	46.40
11/30/2025	EBS	Vision Ins - Nov	9.28
11/30/2025	EBS	Vision Ins - Nov	27.84
11/30/2025	EBS	Vision Ins - Nov	50.11
11/30/2025	EBS	Vision Ins - Nov	135.49
11/30/2025	EBS	Vision Ins - Nov	46.40
11/30/2025	EBS	Vision Ins - Nov	64.96
11/30/2025	EBS	Vision Ins - Nov	49.49
11/30/2025	EBS	Vision Ins - Nov	105.17
11/30/2025	EBS	Medical / Dental Ins -Nov	4,744.08
11/30/2025	EBS	Medical / Dental Ins -Nov	7,183.94
11/30/2025	EBS	Medical / Dental Ins -Nov	5,041.27
11/30/2025	EBS	Medical / Dental Ins -Nov	3,737.83
11/30/2025	EBS	Vision Ins - Nov	102.08
11/30/2025	EBS	Vision Ins - Nov	296.96
11/30/2025	EBS	Medical / Dental Ins -Nov	1,602.08
11/30/2025	EBS	Medical / Dental Ins -Nov	2,483.06
11/30/2025	EBS	Medical / Dental Ins -Nov	1,340.65
11/30/2025	EBS	Medical / Dental Ins -Nov	9,664.40
11/30/2025	EBS	Medical / Dental Ins -Nov	3,165.88
11/30/2025	EBS	Medical / Dental Ins -Nov	13,805.05
11/30/2025	EBS	Medical / Dental Ins -Nov	6,130.21
11/30/2025	EBS	Medical / Dental Ins -Nov	13,356.05
11/30/2025	EBS	Medical / Dental Ins -Nov	4,111.26
11/30/2025	EBS	Medical / Dental Ins -Nov	661.23
11/30/2025	EBS	Medical / Dental Ins -Nov	3,743.52
11/30/2025	EBS	Medical / Dental Ins -Nov	6,676.15
12/12/2025	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 12/06/202	7,788.21
12/12/2025	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 12/06/2	2,121.85
12/12/2025	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 12/06/202	667.24
12/12/2025	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 12/06/2025	1,417.66
12/12/2025	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 12/06/2025	205.20
12/12/2025	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 12/06/2025	529.92
12/12/2025	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 12/	2,195.41
12/26/2025	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 12/20/202	7,788.21
12/26/2025	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 12/20/2	2,121.85
12/26/2025	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 12/20/202	667.24
12/26/2025	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 12/20/2025	1,417.66
12/26/2025	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 12/20/2025	205.20
12/26/2025	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 12/20/2025	529.92
12/26/2025	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 12/	2,195.41
12/12/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 12/06/2	36,534.55
12/12/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 12/06/2	36,534.55
12/12/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 12/06/2025	8,755.16
12/12/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 12/06/2025	8,755.16
12/12/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	66,444.97

Date Paid	Vendor Name	Description	Amount Paid
12/26/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 12/20/2	32,440.26
12/26/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 12/20/2	32,440.26
12/26/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 12/20/2025	7,879.53
12/26/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 12/20/2025	7,879.53
12/26/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	55,156.95
01/05/2026	EIDE BAILLY LLP	SINGLE AUDIT	8,500.00
01/05/2026	ELINEUP LLC	SOFTWARE LIC RENEWAL	750.00
12/11/2025	ELITE FIRE SPRINKLER SYSTEMS	CH REMODEL PH 2 PAY REQ 2	7,566.00
01/05/2026	EMS MANAGEMENT & CONSULTANTS INC	NOVEMBER AMBULANCE BILLING	899.23
01/05/2026	FABIAN RUIZ	PROFESSIONAL FEE - INTERPRETER	70.00
01/05/2026	FABIAN RUIZ	PROFESSIONAL FEE - INTERPRETER	70.00
01/05/2026	FACTORY MOTOR PARTS	DEF FLUID	712.00
01/05/2026	FIRE SERVICE TRAINING BUREAU	BOBST 1 DAY STATE FIRE SCHOOL	100.00
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW -VEST REPLACEMENT	800.00
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW - VEST REPLACEMENT BALANCE	315.00
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW - C. OWEN	59.85
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW - K. RECCHIA	56.04
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW - A. JOHNSTON	427.45
01/05/2026	FIRST RESPONDER SUPPLY, LLC	VEST REPLACEMENT - A. MCGILVRA	790.00
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW - A. MCGILVRA	325.00
01/05/2026	FIRST RESPONDER SUPPLY, LLC	VEST REPLACEMENT- D. VENTO	790.00
01/05/2026	FIRST RESPONDER SUPPLY, LLC	UNIFORM ALLOW - D. VENTO	325.00
12/08/2025	FRAN THOMPSON	SWAP REIMBURSEMENT	1,323.40
01/05/2026	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	9.59
01/05/2026	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	9.59
01/05/2026	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	9.59
01/05/2026	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	9.58
01/05/2026	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	51.15
01/05/2026	FREEDOM TIRE & AUTO	VEHICLE OPERATIONS	692.00
01/05/2026	GALLS LLC	NEW OFFICER'S UNIFORM - J. ALLEN	21.76
01/05/2026	GALLS LLC	UNIFORM ALLOW - A. JOHNSTON	90.00
01/05/2026	GANNETT IOWA LOCALIQ	PH NOTICE	336.32
01/05/2026	GANNETT IOWA LOCALIQ	MINUTES	521.12
01/05/2026	GANNETT IOWA LOCALIQ	ORDINANCE	37.84
01/05/2026	GANNETT IOWA LOCALIQ	PH NOTICE	20.88
01/05/2026	GENERAL TRAFFIC CONTROLS INC	SIGN INSTALLS	501.00
01/05/2026	GLOVE PRO PLUS	EQUIPMENT	200.00
01/05/2026	GLOVE PRO PLUS	EQUIPMENT	400.00
12/11/2025	HANSEN COMPANY	LINNAN PARK PJCT PAY REQ 5	35,668.70
01/05/2026	HAWKEYE TRUCK EQUIPMENT	PLOW PARTS	86.01
01/05/2026	HAWKEYE TRUCK EQUIPMENT	BELLY PLOW STOCK	86.01
01/05/2026	HOTSY CLEANING SYSTEM	BUILDING REPAIRS	152.88
01/05/2026	HOTSY CLEANING SYSTEM	HOTSY REPAIR	142.50
01/05/2026	HOTSY CLEANING SYSTEM	HOTSY REPAIR	142.50
01/05/2026	HOTSY CLEANING SYSTEM	HOTSY REPAIR	142.50
01/05/2026	HOTSY CLEANING SYSTEM	HOTSY REPAIR	142.50
12/11/2025	HOWREY CONSTRUCTION	LITTLE WALNUT CREEK PAY REQ 5	22,383.77
01/05/2026	I-80 CONCRETE DESIGN	CONCRETE REPAIR	9,920.00
12/12/2025	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 12/06/2025	622.01
12/26/2025	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 12/20/2025	622.01
12/12/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 12/06/2025	12,876.43
12/12/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 12/06/202	10,519.69
12/12/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 12/0	7,484.98
12/26/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 12/20/2025	12,229.43
12/26/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 12/20/202	10,918.03
12/26/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 12/2	7,501.85
01/05/2026	IMWCA	WC INSTALL #6	10,819.00
01/05/2026	INFOMAX OFFICE SYSTEMS INC	COPIER	200.00

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	INFOMAX OFFICE SYSTEMS INC	COPIER MAINTENANCE	1,048.08
01/05/2026	INGRAM LIBRARY SERVICES	CREDIT ADULT BOOKS	24.15-
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	720.12
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	46.04
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	330.47
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS-HARBACH	21.63
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	283.24
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS-HARBACH	43.33
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	50.45
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	21.76
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	11.13
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	18.66
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	17.46
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	39.34
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	47.62
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	54.48
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS-HARBACH	20.64
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	18.83
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	6.74
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	189.94
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	55.32
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	9.98
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	10.92
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	172.19
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS-HARBACH	12.00
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	217.62
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS-HARBACH	20.40-
01/05/2026	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	83.63
01/05/2026	INGRAM LIBRARY SERVICES	ADULT BOOKS	181.70
01/05/2026	INTERSTATE ALL BATTERY CENTER	BATTERIES	39.70
01/05/2026	INTERSTATE ALL BATTERY CENTER	#780 REPAIR	153.20
01/05/2026	INTERSTATE ALL BATTERY CENTER	#742 REPAIR	201.85
01/05/2026	INTERSTATE ALL BATTERY CENTER	BUILDING MAINT	68.64
01/05/2026	INTERSTATE ALL BATTERY CENTER	GENERATOR BATTERY REPLACEMENT	118.75
01/05/2026	IOWA CODIFICATION INC	ANNUAL CODE HOSTING	650.00
01/05/2026	IOWA COMMUNITIES ASSURANCE POOL	BUILDERS RISK INS, GREENBELT LANDING	4,747.00
01/05/2026	IOWA DEPARTMENT OF PUBLIC SAFETY	STATE SYSTEM MAINT	1,803.00
12/11/2025	IOWA EARTH WORKS	LITTLE WALNUT CREEK PAY REQ 12	1,700.50
01/05/2026	IOWA ONE CALL	LOCATES	157.55
01/05/2026	IOWA ONE CALL	LOCATES	157.55
12/11/2025	IOWA SIGNAL INC.	DOUGLAS/BERKSHIRE TRAFFIC PRJCT PAY REQ 6	3,741.80
12/12/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	21,676.23
12/12/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	32,531.58
12/12/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	5,930.12
12/12/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	8,597.97
12/12/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	139.86
12/12/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	209.90
12/26/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	21,882.21
12/26/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	32,840.51
12/26/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	5,812.56
12/26/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	8,427.51
01/05/2026	ISU EXTENSION	PESTICIDE APPLICATOR TRAINING	135.00
12/30/2025	JAMES DE TAEYE	CORRECTED CLOSING AMOUNT	655.20
01/05/2026	JENNA SCHISSEL THERAPY LLC	MISC CONTRACT WORK-ADULT	105.00
01/05/2026	JOSE BATRES	REFUND DEPOSIT	21.96
12/11/2025	KEYSTONE CONSTRUCTION SERVICES	CH REMODEL PHASE 2 PAY REQ 2	50,081.77
12/11/2025	KEYSTONE CONSTRUCTION SERVICES	CH/LIB REMODEL PH 1 PAY REQ 11	52,586.49
12/11/2025	KEYSTONE CONSTRUCTION SERVICES	GREENBELT LANDING PAY REQ 14	167,403.30

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	LEIN	TRAINING	250.00
01/05/2026	LINDE GAS & EQUIPMENT INC	TANK RENTAL	354.50
01/05/2026	LSH PRODUCTIONS LLC	CONTRACT WORK	150.00
01/05/2026	MACQUEEN EQUIPMENT	2025 MSA REPAIR	622.25
01/05/2026	MAIL SERVICES	STORMWATER BILL	68.34
01/05/2026	MAIL SERVICES	POSTAGE	191.61
01/05/2026	MAIL SERVICES	NEWSLETTER MAILING	1,111.74
01/05/2026	MAIL SERVICES	POSTAGE	2,775.26
01/05/2026	MAIL SERVICES	BILLING	845.75
01/05/2026	MAIL SERVICES	POSTAGE	234.61
01/05/2026	MAIL SERVICES	REMINDER NOTICES	60.99
01/05/2026	MATHESON TRI-GAS INC	SHOP SUPPLIES	63.50
12/18/2025	MEDIACOM	LIBRARY INTERNET	294.90
12/18/2025	MEDIACOM	LIBRARY INTERNET	19.95
01/05/2026	MELISSA KRUSE	REFUND PROGRAM	670.00
01/05/2026	MELISSA MCGUIRE	DEPOSIT REFUND	14.14
01/05/2026	MENARDS	MISC SUPPLIES	55.97
01/05/2026	MENARDS	SOAP	44.94
01/05/2026	MENARDS	MAILBOX REPAIR (1734 NW 78TH ST)	39.99
01/05/2026	MENARDS	BREAKROOM FAUCET REPLACEMENT	99.99
01/05/2026	MENARDS	BUILDING MAINT	34.33
01/05/2026	MENARDS	BUILDING MAINT	34.36
01/05/2026	MENARDS	BUILDING MAINT	34.33
01/05/2026	MENARDS	BUILDING MAINT	34.33
01/05/2026	MENARDS	MAILBOX REPAIR (1943 NW 86TH CT)	119.97
01/05/2026	MENARDS	BOOK DROP SHELVING INSTALLATION	146.90
01/05/2026	MENARDS	SANDPAPER	136.50
01/05/2026	MENARDS	MOP SINK PLUMBING REPAIRS	17.54
01/05/2026	MENARDS	DRILL BITS	34.98
01/05/2026	MENARDS	DRILL BITS	54.97
01/05/2026	MENARDS	POLICE GARAGE FLOOR EPOXY REPAIR	13.96
01/05/2026	MENARDS	ELECTRICAL OUTLET INSTALLATION	84.51
01/05/2026	MENARDS	PAINT SUPPLIES	35.57
01/05/2026	MENARDS	PAINT SUPPLIES	35.56
01/05/2026	MENARDS	PAINT SUPPLIES	35.56
01/05/2026	MENARDS	PAINT SUPPLIES	35.56
01/05/2026	MENARDS	EQUIPMENT MAINT	9.99
01/05/2026	MENARDS	TRAINING MATERIALS	9.98
01/05/2026	MENARDS	FENCING, MARKING PAINT AND TAPE	135.90
01/05/2026	MENARDS	BUILDING REPAIRS	94.71
01/05/2026	MENARDS	STORAGE TUBS	24.98
01/05/2026	MENARDS	STORAGE TUBS	24.98
01/05/2026	MENARDS	STORAGE TUBS	24.98
01/05/2026	MENARDS	STORAGE TUBS	24.98
01/05/2026	MENARDS	BUILDING MAINT	54.15
01/05/2026	MENARDS	BUILDING MAINT	54.15
01/05/2026	MENARDS	BUILDING MAINT	54.14
01/05/2026	MENARDS	MISC WATER SUPPLIES	174.90
01/05/2026	MENARDS	BUILDING MAINT	54.15
01/05/2026	MENARDS	OIL ROOM RACK	24.42
01/05/2026	MENARDS	OIL ROOM RACK	24.42
01/05/2026	MENARDS	OIL ROOM RACK	24.42
01/05/2026	MENARDS	OIL ROOM RACK	24.40
01/05/2026	MENARDS	BUILDING MAINT	4.99
01/05/2026	MENARDS	BUILDING MAINT	76.42
01/05/2026	MENARDS	BUILDING MAINT	76.42
01/05/2026	MENARDS	BUILDING MAINT	76.45
01/05/2026	MENARDS	BUILDING MAINT	76.42

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	MENARDS	VEHICLE MAINT	11.85
01/05/2026	MENARDS	FOYER WALL	68.11
01/05/2026	MENARDS	BUILDING REPAIRS	32.91
01/05/2026	MENARDS	MAILBOX REPAIR - 1682 NW 122ND	99.99
01/05/2026	MENARDS	FOYER WALL	131.04
01/05/2026	MENARDS	BUILDING REPAIRS	68.22
01/05/2026	MENARDS	CREDIT	65.52-
01/05/2026	MENARDS	FOYER WALL	15.04
01/05/2026	MENARDS	BUILDING REPAIRS	7.50
01/05/2026	MERCYONE CLIVE PHARMACY	EMS MEDICATION	22.08
12/18/2025	METRONET	INTERNET PS	1,039.95
01/05/2026	MICHAEL WHITE	DEPOSIT REFUND	27.30
01/05/2026	MIDAMERICA BOOKS	CHILDREN - BOOKS	497.10
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC & GAS SERVICE PARKS & AQUATIC	629.71
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC & GAS SERVICE PARKS & AQUATIC	178.72
01/05/2026	MIDAMERICAN ENERGY DAV	WATER FACILITIES	353.18
01/05/2026	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	567.93
01/05/2026	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	24.22
01/05/2026	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	25.45
01/05/2026	MIDAMERICAN ENERGY DAV	PW BUILDING	539.37
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC AND GAS SERVICE PARKS	139.98
01/05/2026	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	394.01
01/05/2026	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	72.69
01/05/2026	MIDAMERICAN ENERGY DAV	STREET LIGHTS	71.47
01/05/2026	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	12.97
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC AND GAS SERVICE PARKS	404.25
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC AND GAS SERVICE PARKS	10.17
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC AND GAS SERVICE PARKS	10.00
01/05/2026	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	117.62
01/05/2026	MIDAMERICAN ENERGY DAV	ELECTRIC AND GAS SERVICE PARKS	10.00
01/05/2026	MIDAMERICAN ENERGY DAV	STREET LIGHTS	32.67
01/05/2026	MIDAMERICAN ENERGY DAV	STREET LIGHTS	47.11
01/05/2026	MIDAMERICAN ENERGY DAV	WATER FACILITIES	15.49
01/05/2026	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	205.65
01/05/2026	MIDWEST BREATHING AIR LLC	NFPA COMPLIANT QUARTERLY AIR TEST	207.00
01/05/2026	MIDWEST TAPE, LLC	HOOPLA FLEX	348.41
01/05/2026	MIDWEST WHEEL COMPANIES	VEHICLE MAINT	31.06
01/05/2026	MIDWEST WHEEL COMPANIES	#721 PARTS	152.66
01/05/2026	MISSION COMMUNICATIONS, LLC	BACK UP DIALER 12 MON SERVICE	347.40
01/05/2026	MOBILE SPOT	AMBULANCE IPAD GLASS REPLACEMENT/TEMPER GLASS SCREEN ADDED	204.95
01/05/2026	MS FOSTER & ASSOCIATES INC	718 ONSPOT REPAIR	799.03
12/12/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	11,210.05
12/12/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	26,133.72
12/26/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	9,982.30
12/26/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	23,271.37
01/05/2026	NAPA DISTRIBUTION CENTER	DEF	16.49
01/05/2026	NAPA DISTRIBUTION CENTER	GREASE FOR DUMP TRUCKS	47.71
01/05/2026	NETWORKS	PROFESSIONAL FEES	112.50
01/05/2026	NETWORKS	HOSTED EMAIL	1,422.15
01/05/2026	NETWORKS	HOSTED BACKUP	5,521.88
01/05/2026	NETWORKS	SOFTWARE SUBSCRIPTION	7.70
01/05/2026	NETWORKS	PROFESSIONAL FEES	225.00
01/05/2026	NETWORKS	PROFESSIONAL FEES	450.00
01/05/2026	NETWORKS	HOSTED EMAIL	1,498.40
01/05/2026	NETWORKS	WIFI MOUNTS	267.50
12/11/2025	NIKKEL & ASSOCIATES INC	CH REMODEL PH 2 PAY REQ 3	38,268.44
01/05/2026	NOLTE AND SONS LAWN & IRRIGATION	IRRIGATION REPAIRS GREENBELT LANDING	5,717.75
01/05/2026	NORSOLV	PARTS WASHER SERVICE	352.95

Date Paid	Vendor Name	Description	Amount Paid
01/05/2026	NORTHLAND PRODUCTS CO	PARTS WASHER SERVICE	135.02
12/11/2025	ON TRACK CONSTRUCTION	LINNAN PARK PAY REQ 5	150,641.00
12/11/2025	ON TRACK CONSTRUCTION	GREENBELT LANDING PAY REQ 11	142,790.70
01/05/2026	OPN ARCHITECTS INC	PAY REQ 21 - CH REMODEL DESIGN OPN	3,684.40
01/05/2026	OREILLY AUTOMOTIVE INC	CARWASH FOR EMS/FIRE APPARATUS	13.98
01/05/2026	OREILLY AUTOMOTIVE INC	EQUIPMENT	42.28
01/05/2026	OREILLY AUTOMOTIVE INC	VEHICLE OPERATIONS - #201	54.92
01/05/2026	P J IOWA LC	TREE LIGHTING SUPPLIES	103.29
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	2,496.96
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	1,997.57
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	499.39
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	32.20
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	25.40
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	72.76
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	145.88
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	145.88
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	704.30
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	29.83
11/30/2025	PAYMENTECH - CHASE BANK	Nov CC Fees	2.57
01/05/2026	PC PRINT CENTER	CLIVE SQR YARD SIGNAGE	295.00
01/05/2026	PCC AMBULANCE BILLING SERVICE	NOVEMBER AMBULANCE BILLING	221.06
01/05/2026	PER MAR SECURITY SERVICES	REPAIR ON BATTERY	71.04
01/05/2026	PLAYAWAY PRODUCTS LLC	YOUTH MEDIA	247.45
01/05/2026	POLK COUNTY ELECTION OFFICE	2025 CITY/SCHOOL ELECTION	3,184.17
01/05/2026	QUADIENT INC	POSTAGE ACCT 8124352	3,000.00
01/05/2026	RANDY OR KIM WALFORD	DEPOSIT REFUND	50.00
01/05/2026	RANDY OR KIM WALFORD	OVERPAY REFUND	.60
12/12/2025	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 12/06/2025	1,206.45
12/26/2025	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 12/20/2025	1,206.45
01/05/2026	RHOMAR INDUSTRIES INC.	SALT NEUTRALIZER	9,698.22
01/05/2026	SADIE HEUERTZ	MISC CONTR WORK	325.00
01/05/2026	SECTOR	CEP - UPFITS	3,877.00
01/05/2026	SECTOR	CEP - UPFIT	1,687.20
01/05/2026	SECTOR	CEP - UPFIT	1,687.20
01/05/2026	SECTOR	CEP - UPFIT	2,328.95
01/05/2026	SECTOR	CEP - UPFIT	766.00
01/05/2026	SECURITY EQUIPMENT INC	DUPLICATE KEYS	15.00
01/05/2026	SHREDDER, THE	DOCUMENT DESTRUCTION	60.00
01/05/2026	SIRCHIE ACQUISITION COMPANY	EQUIPMENT	140.75
12/11/2025	SKOL TRUCKING	2025 ARTERIAL PCC PVMENT REHAB PAY REQ 4	9,024.88
01/05/2026	SMITHGROUP, INC	GREENBELT LANDING DESIGN WORK	6,407.20
12/11/2025	SNYDER & ASSOCIATES	UNIVERSITY BLVD PUMP STATION PAY REQ 23	1,194.00
12/11/2025	SNYDER & ASSOCIATES	ALICE RD RECON PAY REQ 19	49,773.50
01/05/2026	SPRAYER SPECIALTIES INC	DUMP TRUCK STOCK	174.84
01/05/2026	STAPLES	BREAKROOM SUPPLIES	82.89
01/05/2026	STAPLES	PRINTER INK	168.08
01/05/2026	STAPLES	OFFICE SUPPLIES	184.80
01/05/2026	STAPLES	BREAKROOM SUPPLIES	38.59
01/05/2026	STAPLES	OFFICE SUPPLIES	71.40
01/05/2026	STAPLES	BREAKROOM SUPPLIES	81.78
01/05/2026	STEPHANE AUDETTE	DEPOSIT REFUND	22.35
01/05/2026	STEW HANSEN	VEHICLE REPAIR - #201	1,685.67
01/05/2026	STIVERS FORD	VEHICLE REPAIR	22.07
01/05/2026	TEK TO TEK	VEHICLE REPAIR - CHIEF'S CAR	211.56
01/05/2026	TERRACON CONSULTANTS INC	GREENBELT LANDING CONSTRUCTION DIRTWORK	4,623.00
01/05/2026	TITAN MACHINERY	#785 PARTS	120.40
01/05/2026	TOMPKINS INDUSTRIES INC	EQUIPMENT MAINT	110.72
12/12/2025	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 12/06/2025	29,956.00

Date Paid	Vendor Name	Description	Amount Paid
12/26/2025	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 12/20/2025	25,728.00
01/05/2026	TRI-CITY ELECTRIC COMPANY OF IOWA	CAMERA REPLACEMENT	1,169.94
01/05/2026	TRI-CITY ELECTRIC COMPANY OF IOWA	PROFESSIONAL FEES	392.00
01/05/2026	TRINITY HEALTH	PAY TO OTHER AGENCIES - BLOOD DRAWALS	540.00
01/05/2026	TRITECH SOFTWARE SYSTEMS	PROFESSIONAL FEES	720.00
01/05/2026	TRUCK EQUIPMENT INC	EQUIPMENT REPAIR	54.47
01/05/2026	TRUCK EQUIPMENT INC	EQUIPMENT MAINT	197.10
01/05/2026	UNITED RENTALS	BEDDING BOX/PLATE RENTAL	3,076.00
12/12/2025	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 12/06/2025	40.46
12/26/2025	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 12/20/2025	40.46
01/05/2026	VAN METER INC	DIMMER SWITCH GOAT MERCHANDISE LIGHTING	170.95
01/05/2026	VERIZON	DCU CELL	125.12
01/05/2026	VERIZON	DATA PLANS	1,159.64
12/18/2025	VERIZON	CENSUS PHONES	46.68
01/05/2026	VERIZON WIRELESS SERVICES LLC	DATA PROCESSING-HOTSPOTS	80.02
01/05/2026	VESTIS	UNIFORMS	92.72
01/05/2026	VESTIS	UNIFORMS	51.75
01/05/2026	VESTIS	UNIFORMS	51.75
01/05/2026	VESTIS	UNIFORMS	19.41
01/05/2026	VESTIS	UNIFORMS	93.08
01/05/2026	VESTIS	UNIFORMS	51.95
01/05/2026	VESTIS	UNIFORMS	51.95
01/05/2026	VESTIS	UNIFORMS	19.49
01/05/2026	VESTIS	UNIFORMS	19.41
01/05/2026	VESTIS	UNIFORMS	51.75
01/05/2026	VESTIS	UNIFORMS	51.75
01/05/2026	VESTIS	UNIFORMS	92.72
01/05/2026	VESTIS	UNIFORMS	19.41
01/05/2026	VESTIS	UNIFORMS	51.75
01/05/2026	VESTIS	UNIFORMS	51.75
01/05/2026	VESTIS	UNIFORMS	92.72
01/05/2026	WASTE MGMT CORPORATE SERVICES INC	DISPOSAL OF OLD FOAM	9,520.38
01/05/2026	WAUKEE COMMUNITY SCHOOL DISTRICT	YOUTH BB GYM RENTAL	600.00
01/05/2026	WAUKEE COMMUNITY SCHOOL DISTRICT	YOUTH BB GYM RENTAL	722.50
01/05/2026	WAUKEE COMMUNITY SCHOOL DISTRICT	YOUTH BB GYM RENTAL	440.00
01/05/2026	WAUKEE COMMUNITY SCHOOL DISTRICT	INDOOR VB GYM RENTAL	255.00
01/05/2026	WAUKEE COMMUNITY SCHOOL DISTRICT	INDOOR VB GYM RENTAL	1,120.00
01/05/2026	WEST DES MOINES SCHOOLS	YOUTH BB GYM RENTAL	2,794.50
01/05/2026	WEST DES MOINES SCHOOLS	INDOOR VB GYM RENTAL	378.00
01/05/2026	WEST DES MOINES SCHOOLS	YOUTH BB GYM RENTAL	2,794.50
01/05/2026	WEST DES MOINES WATER WORKS	WATER FACILITIES	212.02
12/18/2025	WEX BANK	FUEL	129.18
12/18/2025	WEX BANK	FUEL	40.30
12/18/2025	WEX BANK	FUEL	883.74
12/18/2025	WEX BANK	FUEL	747.62
12/18/2025	WEX BANK	FUEL	3,196.85
12/18/2025	WEX BANK	FUEL	5,237.20
12/18/2025	WEX BANK	FUEL	305.55
12/18/2025	WEX BANK	FUEL	2,187.35
12/18/2025	WEX BANK	FUEL	2,619.42
12/18/2025	WEX BANK	FUEL	2,548.64
12/18/2025	WEX BANK	FUEL	2,816.40
12/18/2025	WEX BANK	FUEL	155.36
12/18/2025	WEX BANK	FUEL	234.70
11/30/2025	XPRESS BILL PAY	Tran Fees- UB	1,857.23
11/30/2025	XPRESS BILL PAY	Tran Fees- UB	1,485.78
11/30/2025	XPRESS BILL PAY	Tran Fees- UB	371.45
11/30/2025	XPRESS BILL PAY	Tran Fees- PD	27.38

Date Paid	Vendor Name	Description	Amount Paid
11/30/2025	XPRESS BILL PAY	Tran Fees- FD	.74
11/30/2025	XPRESS BILL PAY	Tran Fees- Rec	24.42
11/30/2025	XPRESS BILL PAY	Tran Fees- Pool	25.16
11/30/2025	XPRESS BILL PAY	Tran Fees- CD	82.14
11/30/2025	XPRESS BILL PAY	Tran Fees- PW	2.22
11/30/2025	XPRESS BILL PAY	Tran Fees- Admin	31.96
Grand Totals:			3,022,929.42

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 (12/09/2025 - 1/05/2026)	$	3,022,929.42
Payroll (12/12/2025)		398,629.60
Payroll (12/26/2025)		358,460.67
Total	$	3,780,019.69

Of the total payrolls, $751.87 are expense reimbursements.

Elizabeth Hansen, Director of Administrative Services Date: 1/5/2026

Dated: _____

City Council:

Breanne Hocker _____

Eric Klein _____

Ted Weaver _____

Sadie Gasparotto _____

Susan Judkins _____

Memo

TO: Mayor and Council members
FROM: Madison Wirth, Deputy City Clerk
DATE: January 8, 2026
RE: Approve New Retail Tobacco Sales License Application - Cedar and Smoke LLC - 2023 NW 92nd Ct, Ste B

SYNOPSIS:
Staff recommends approval.

Attachments:
1. Cedar and Smoke LLC

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve New Retail Alcohol Sales License Application - El Pollo Catracho - 1945 NW 86th Street

SYNOPSIS:
Staff recommends approval.

Attachments:
1. El Pollo Catracho 01_01_2026

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve Retail Alcohol Sales License Renewal Application - Git-N-Go - 11408 Forest Avenue

SYNOPSIS:
Staff recommends approval.

Attachments:
1. Git-N-Go 02_25_2026

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve Retail Alcohol Sales License Renewal Application - Horizons Event Center - 2100 NW 100th Street

SYNOPSIS:
Staff recommends approval.

Attachments:
1. Horizons Event Center 01_25_2026

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve Retail Alcohol Sales License Renewal Application - Nicks Bar and Grill - 9769 University Ave

SYNOPSIS:
Staff recommends approval.

Attachments:
1. Nicks Bar and Grill 12_13_2025

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve Retail Alcohol Sales License Renewal Application - Outback Steakhouse - 10901 University Avenue

SYNOPSIS:
Staff recommends approval.

Attachments:
1. Outback Steakhouse 01_01_2026

Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: January 8, 2026
RE: Approve Retail Alcohol Sales License Renewal Application - Cosi Cucina - 1975 NW 86th Street

SYNOPSIS:
Staff recommends approval.

Attachments:
1. Cosi Cucina 01_24_2026

Memo

TO: Mayor and Council members
FROM: Jonathan Cygan, Civil Engineer
DATE: January 8, 2026
RE: Resolution Approving Change Order #10 - Alliance Construction Group - NW 114th Street Reconstruction - (-$750.00)

SYNOPSIS:

Staff is recommending approval of Change Order #10 in the amount of ($750.00) to Alliance Construction Group for work performed on the above referenced project.

The change order covers a reporting error in APPIA. On 8/12/2025 it was discovered that a previous liquidated damage of 1 day to the total of $750.00 was charged to the contractor on pay request #7 11/14/2024. On the following pay request, Payment 8, issued on 12/12/2024 the liquidated damage was removed after Alliance Construction and City staff reestablished a new schedule to complete the remaining work on Stage 3 of the project. Due to limitations of APPIA, the payment and quantities software, the reports provided are now showing $750 dollars that the city has not actually paid the contractor. Change Order #10 correct the total value of the contract that needs to occur prior to closing the contract and releasing the final retainage.

A breakdown of the contract status is as follows:

Contract Amount	-	$1,349,523.50
Change Order #1	-	$2,707.78
Change Order #2	-	$2,800.00
Change Order #3	-	$1,100.00
Change Order #4	-	$4,452.00
Change Order #5	-	$12,005.40
Change Order #6	-	$4,044.32
Change Order #7	-	$12,640.09
Change Order #8	-	-$31,695.70
Change Order #9	-	$11,250.00
Change Order #10	**-**	**-$750.00**
Revised Contract Amount	-	$1,368,077.39

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. Resolution - Change Order
2. Change Order #10

RESOLUTION NO. _____

RESOLUTION APPROVING CHANGE ORDER NO. 10
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. 10 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. 10 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. 10 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. 10 on behalf of the City of Clive, Iowa.

PASSED AND APPROVED THIS _____ day of _____, 2026.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk

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	10
Status	Pending
Date Created	12/15/2025
Type	Changed Conditions
Summary	Liquidated damages adjustment
Awarded Project Amount	$1,349,523.50
Authorized Project Amount	$1,368,827.39
Change Order Amount	-$750.00
Revised Project Amount	$1,368,077.39

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 1 - Description					
0690	25-148	LS	1.000	-$750.000	-$750.00
LD adjustment					
1 item					Total: -$750.00

_____ _____

Mayor, City of Clive **Date**

_____ _____

Project Engineer, Jonathan Cygan **Date**

_____ _____

Field Engineer, Nolan Daft **Date**

_____ _____

Contractor, Alliance Construction Group **Date**

Memo

TO: Mayor and Council members
FROM: Pete De Kock, Assistant City Manager
DATE: January 8, 2026
RE: Approve Pay Request #1 (Final) - A+ Lawn and Landscape - 2025 Clive Soil Quality Restoration Cost-Share Program - $104,636.39

SYNOPSIS:
Staff recommends approval of Pay Request #1 to A+ Lawn and Landscape for work completed in August, September, and October 2025 on the 2025 Clive Soil Quality Restoration (SQR) Cost-Share Program. As outlined in the contract, the cost per square foot for SQR installation was $ 0.11. The final cost for the installations is $104,636.39, $11,136.39 more than the estimated price of $93,500. The increased cost is due to more square feet being treated (964,769 sq ft) than originally estimated (850,000 sq ft) for this year's program. The additional costs will be covered by unspent funds from previous years and by IDALS Urban Water Quality Initiative grant funding. This is the final pay application for the project, which is now complete.

Services for 2022 Clive Soil Quality Restoration Cost-Share Program Implementation

Pay Request #1	$104,636.39
Total Invoiced to Date	**$104,636.39**
Total Fee	**$104,636.39**
Balance Remaining	$0

GL# 332-5750-6799

Attachments:
1. FINAL A Plus Invoice 2025 SQR Program

A Lawn & Landscape
6084 NE 22nd St
Des Moines, IA 50313
(515) 289-2020

Account Statement

STATEMENT DATE

12/4/2025

ACCOUNT NUMBER

133357

LICENSE NUMBER

Attn: Attn: Pete / SQR
City of Clive SQR
1900 NW 114th St
Clive, IA 50325

AMOUNT DUE

$104,636.39

Invoices

9720 Clark St, Clive, IA 50325 — Dakota Derr (Acct #3418)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018228	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

12901 Hazelwood Dr, Clive, IA 50325 — Todd Stumberg (Acct #4387)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026067	**$1,141.63**	**$0.00** (7%)	**$0.00**	**$1,141.63**	**$0.00**	**$1,141.63**

Clive SQR - Compost • Invoice Due Date: 9/26/2025 • Invoice Date: 9/26/2025

8736 Franklin Ave, Clive, IA 50325 — Jerry Exline (Acct #8124)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2028664	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/30/2025 • Invoice Date: 9/30/2025

15256 Woodcrest Dr, Clive, IA 50325 — John Czerwonke (Acct #9552)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2023530	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/24/2025 • Invoice Date: 9/24/2025

15133 Sheridan Ave, Clive, IA 50325 — Cal Schwandt (Acct #9563)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2023321	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/24/2025 • Invoice Date: 9/24/2025

15135 Hawthorn Dr, Clive, IA 50325 — Darrell Larsen (Acct #9603)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2022548	**$1,141.63**	**$0.00** (7%)	**$0.00**	**$1,141.63**	**$0.00**	**$1,141.63**

Clive SQR - Compost • Invoice Due Date: 9/23/2025 • Invoice Date: 9/23/2025

2570 NW 158th St, Clive, IA 50325 — Jeff Porter (Acct #9607)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026899	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/29/2025 • Invoice Date: 9/29/2025

1601 NW 78th St, Clive, IA 50325 — Scott & Betsy Krueger (Acct #11426)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2030459	**$4,182.00**	**$0.00** (7%)	**$0.00**	**$4,182.00**	**$0.00**	**$4,182.00**

Clive SQR - Compost • Invoice Due Date: 10/2/2025 • Invoice Date: 10/2/2025

15164 Bryn Mawr Dr, Clive, IA 50325 — Gary Haverkamp (Acct #18922)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2024911	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/25/2025 • Invoice Date: 9/25/2025

4481 NW 166th St, Clive, IA 50325 — Jeanne Woodroffe (Acct #25905)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2007447	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/3/2025 • Invoice Date: 9/3/2025

4390 NW 169th St, Clive, IA 50325 — Mark & Sue Oehlerking (Acct #26099)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2008177	**$1,950.23**	**$0.00** (7%)	**$0.00**	**$1,950.23**	**$0.00**	**$1,950.23**

Clive SQR - Compost • Invoice Due Date: 9/4/2025 • Invoice Date: 9/4/2025

2709 NW 153rd St, Clive, IA 50325 — Greg Tuyls (Acct #28453)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2030695	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 10/2/2025 • Invoice Date: 10/2/2025

4053 NW 172nd Ct, Clive, IA 50325 — Mark Beerman (Acct #29655)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2027975	**$1,803.63**	**$0.00** (7%)	**$0.00**	**$1,803.63**	**$0.00**	**$1,803.63**

Clive SQR - Compost • Invoice Due Date: 9/30/2025 • Invoice Date: 9/30/2025

16897 Alpine Ct, Clive, IA 50325 — Lesia Schafer (Acct #30471)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2009488	**$1,858.18**	**$0.00** (7%)	**$0.00**	**$1,858.18**	**$0.00**	**$1,858.18**

Clive SQR - Compost • Invoice Due Date: 9/5/2025 • Invoice Date: 9/5/2025

4393 NW 168th Ct, Clive, IA 50325 — Kevin Grote (Acct #31313)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2009613	**$1,711.58**	**$0.00** (7%)	**$0.00**	**$1,711.58**	**$0.00**	**$1,711.58**

Clive SQR - Compost • Invoice Due Date: 9/6/2025 • Invoice Date: 9/6/2025

4524 NW 167th St, Clive, IA 50325 — Karen Turnure (Acct #33232)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2013281	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/10/2025 • Invoice Date: 9/10/2025

16934 Winston Cir, Clive, IA 50325 — Jim Plagge (Acct #33254)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011862	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

15899 Boston Pkwy, Clive, IA 50325 — Jay Johnson (Acct #35610)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2020351	**$1,605.28**	**$0.00** (7%)	**$0.00**	**$1,605.28**	**$0.00**	**$1,605.28**

Clive SQR - Compost • Invoice Due Date: 9/19/2025 • Invoice Date: 9/19/2025

14707 Woodcrest Dr, Clive, IA 50325 — Dale Vander Wilt (Acct #37802)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2029656	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 10/1/2025 • Invoice Date: 10/1/2025

3700 Berkshire Pkwy, Clive, IA 50325 — Seth Robinson (Acct #40039)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2010549	**$1,711.58**	**$0.00** (7%)	**$0.00**	**$1,711.58**	**$0.00**	**$1,711.58**

Clive SQR - Compost • Invoice Due Date: 9/8/2025 • Invoice Date: 9/8/2025

12824 Clark St, Clive, IA 50325 — Michael Shoup (Acct #40493)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2028467	**$957.53**	**$67.03** (7%)	**$0.00**	**$1,024.56**	**$67.03**	**$957.53**

Clive SQR - Compost • Invoice Due Date: 9/30/2025 • Invoice Date: 9/30/2025

16889 Baxter Dr, Clive, IA 50325 — Gayle Klever (Acct #43544)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2014370	**$1,049.58**	**$0.00** (7%)	**$0.00**	**$1,049.58**	**$0.00**	**$1,049.58**

Clive SQR - Compost • Invoice Due Date: 9/11/2025 • Invoice Date: 9/11/2025

14291 Wildwood Dr, Clive, IA 50325 — Shore & Tara Stokes (Acct #45576)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2009725	**$1,196.18**	**$0.00** (7%)	**$0.00**	**$1,196.18**	**$0.00**	**$1,196.18**

Clive SQR - Compost • Invoice Due Date: 9/5/2025 • Invoice Date: 9/5/2025

3544 Horton Cir, Clive, IA 50325 — Greg Buse (Acct #48112)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011530	**$520.53**	**$0.00** (7%)	**$0.00**	**$520.53**	**$0.00**	**$520.53**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

17660 Baxter Ct, Clive, IA 50325 — Kris Gerber (Acct #48722)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2006418	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/2/2025 • Invoice Date: 9/2/2025

16466 Madison Dr, Clive, IA 50325 — Michael Girdner (Acct #49055)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2017647	**$1,605.28**	**$0.00** (7%)	**$0.00**	**$1,605.28**	**$0.00**	**$1,605.28**

Clive SQR - Compost • Invoice Due Date: 9/16/2025 • Invoice Date: 9/16/2025

1985 Country Club Blvd., Clive, IA 50325 — William Seglar (Acct #52478)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026133	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/27/2025 • Invoice Date: 9/27/2025

3687 NW 174th Ct, Clive, IA 50325 — Chris & Emily Langpaul (Acct #53963)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2012689	**$1,196.18**	**$0.00** (7%)	**$0.00**	**$1,196.18**	**$0.00**	**$1,196.18**

Clive SQR - Compost • Invoice Due Date: 9/10/2025 • Invoice Date: 9/10/2025

3654 NW 178th Ct, Clive, IA 50325 — Mike Morrison (Acct #53999)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2005969	**$957.53**	**$0.00** (7%)	**$0.00**	**$957.53**	**$0.00**	**$957.53**

Clive SQR - Compost • Invoice Due Date: 9/2/2025 • Invoice Date: 9/2/2025

16934 Airline Dr, Clive, IA 50325 — Jake Stieler (Acct #56420)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2010842	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/8/2025 • Invoice Date: 9/8/2025

16568 Creekside Cir, Clive, IA 50325 — Barb & Russ Tigges (Acct #56891)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031443	**$292.53**	**$0.00** (7%)	**$0.00**	**$292.53**	**$0.00**	**$292.53**

Clive SQR - Aeration • Invoice Due Date: 9/3/2025 • Invoice Date: 9/3/2025

2010840	**$1,950.23**	**$136.52** (7%)	**$0.00**	**$2,086.75**	**$136.52**	**$1,950.23**

Clive SQR - Compost • Invoice Due Date: 9/8/2025 • Invoice Date: 9/8/2025

16847 Alpine Ct, Clive, IA 50325 — Mark Rehberg (Acct #58394)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2008505	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/4/2025 • Invoice Date: 9/4/2025

15107 Wildwood Dr, Clive, IA 50325 — Carolina Swanson (Acct #58416)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2023890	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/24/2025 • Invoice Date: 9/24/2025

17564 Aurora Dr, Clive, IA 50325 — Andy Yohe (Acct #59602)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2007057	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/3/2025 • Invoice Date: 9/3/2025

4075 NW 172nd Ct, Clive, IA 50325 — Shannon & Brent Carlson (Acct #61885)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031600	**$1,605.28**	**$0.00** (7%)	**$0.00**	**$1,605.28**	**$0.00**	**$1,605.28**

Clive SQR - Compost • Invoice Due Date: 10/3/2025 • Invoice Date: 10/3/2025

16405 Dellwood Dr, Clive, IA 50325 — Ajay Mathema (Acct #63410)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2019769	**$957.53**	**$0.00** (7%)	**$0.00**	**$957.53**	**$0.00**	**$957.53**

Clive SQR - Compost • Invoice Due Date: 9/18/2025 • Invoice Date: 9/18/2025

10189 Lincoln Ave, Clive, IA 50325 — Curtis Hollebrands (Acct #65601)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026137	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/27/2025 • Invoice Date: 9/27/2025

3663 Berkshire Pkwy, Clive, IA 50325 — Kenny McCabe (Acct #65646)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011861	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

16652 Dellwood Dr, Clive, IA 50325 — Aaron Collman (Acct #66003)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2013279	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/10/2025 • Invoice Date: 9/10/2025

16446 Phoenix Dr, Clive, IA 50325 — Jeffrey & Tsinia Borgman (Acct #67409)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2017086	**$626.83**	**$43.88** (7%)	**$0.00**	**$670.71**	**$43.88**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/16/2025 • Invoice Date: 9/16/2025

2741 NW 153rd St, Clive, IA 50325 — Li & Chen Zhen (Acct #70896)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026066	**$810.93**	**$56.77** (7%)	**$0.00**	**$867.70**	**$56.77**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/26/2025 • Invoice Date: 9/26/2025

3546 Baxter Cir, Clive, IA 50035 — Bryan Curtis (Acct #72233)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018868	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

12382 Lincoln Ave, Clive, IA 50325 — Suzanne Dahlstrom (Acct #72392)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2025246	**$865.48**	**$60.58** (7%)	**$0.00**	**$926.06**	**$60.58**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/25/2025 • Invoice Date: 9/25/2025

2800 NW 152nd St, Clive, IA 50325 — Dixie Harms (Acct #73948)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2022737	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/23/2025 • Invoice Date: 9/23/2025

16607 Dellwood Dr, Clive, IA 50325 — Chandana Karunatilaka (Acct #76848)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011863	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

2074 NW 80th Ct, Clive, IA 50325 — Jordan Reiner (Acct #78934)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2028665	**$520.53**	**$0.00** (7%)	**$0.00**	**$520.53**	**$0.00**	**$520.53**

Clive SQR - Compost • Invoice Due Date: 9/30/2025 • Invoice Date: 9/30/2025

16433 Creekside Cir, Clive, IA 50325 — Allan E Stokes (Acct #81126)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2009513	**$1,141.63**	**$79.91** (7%)	**$0.00**	**$1,221.54**	**$79.91**	**$1,141.63**

Clive SQR - Compost • Invoice Due Date: 9/5/2025 • Invoice Date: 9/5/2025

12988 Hickory Ct, Clive, IA 50325 — Joe McEniry (Acct #81991)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026068	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/26/2025 • Invoice Date: 9/26/2025

1615 NW 101st St, Clive, IA 50325 — William & Ramona Clark (Acct #82837)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2027337	**$626.83**	**$43.88** (7%)	**$0.00**	**$670.71**	**$43.88**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/29/2025 • Invoice Date: 9/29/2025

1502 NW 131st St, Clive, IA 50325 — John T Hyde (Acct #83162)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2025247	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/25/2025 • Invoice Date: 9/25/2025

10597 Elmcrest Dr, Clive, IA 50325 — Victor Babich (Acct #88610)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026283	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/27/2025 • Invoice Date: 9/27/2025

1563 NW 90th Ct, Clive, IA 50325 — Susan Kraus Jack Taddeo (Acct #133166)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031633	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 10/3/2025 • Invoice Date: 10/3/2025

3567 NW 164th ST, Clive, IA 50235 — Jen & Josh Wade (Acct #133647)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018560	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

16420 Baxter Dr, Clive, IA 50325 — Shane & Polly Emmert (Acct #135118)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018573	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

16696 Wilden Drive, Clive, IA 50325 — Jameson Boeve (Acct #135836)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2034743	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 10/8/2025 • Invoice Date: 10/8/2025

2725 NW 153rd St, Clive, IA 50325 — Jason Mitchell (Acct #136640)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2027233	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/29/2025 • Invoice Date: 9/29/2025

13582 Lakeshore Dr, Clive, IA 50325 — Mark Miller (Acct #136684)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2029534	**$2,042.28**	**$0.00** (7%)	**$0.00**	**$2,042.28**	**$0.00**	**$2,042.28**

Clive SQR - Compost • Invoice Due Date: 9/26/2025 • Invoice Date: 9/26/2025

14926 Sheridan Cir., Clive, IA 50325 — George Phillips (Acct #136736)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2080590	**$1,141.63**	**$0.00** (7%)	**$0.00**	**$1,141.63**	**$0.00**	**$1,141.63**

Clive SQR - Compost • Invoice Due Date: 9/20/2025 • Invoice Date: 9/20/2025

2762 NW 153rd St, Clive, IA 50325 — Andrew Hensel (Acct #136757)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2033797	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 10/7/2025 • Invoice Date: 10/7/2025

3536 NW 169th Cir, Clive, IA 50325 — Dennis Koenigsberg (Acct #137626)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2010060	**$1,196.18**	**$0.00** (7%)	**$0.00**	**$1,196.18**	**$0.00**	**$1,196.18**

Clive SQR - Compost • Invoice Due Date: 9/8/2025 • Invoice Date: 9/8/2025

1438 nw 122nd, Clive, IA 50325 — Chris Rich (Acct #138102)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2029654	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 10/1/2025 • Invoice Date: 10/1/2025

3062 Berkshire, Clive, IA 50325 — Doug Hilgenberg (Acct #138581)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2020319	**$1,196.18**	**$0.00** (7%)	**$0.00**	**$1,196.18**	**$0.00**	**$1,196.18**

Clive SQR - Compost • Invoice Due Date: 9/19/2025 • Invoice Date: 9/19/2025

1861 NW 87th Pl., Clive, IA 50325 — Daycen Douglass (Acct #140080)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031924	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 10/4/2025 • Invoice Date: 10/4/2025

1433 NW 102nd St, Clive, IA 50325 — Mike Tigges (Acct #140288)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026151	**$957.53**	**$0.00** (7%)	**$0.00**	**$957.53**	**$0.00**	**$957.53**

Clive SQR - Compost • Invoice Due Date: 9/27/2025 • Invoice Date: 9/27/2025

1438 NW 120th St, Clive, IA 50325 — Matt McQuillen (Acct #140289)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2021338	**$1,803.63**	**$0.00** (7%)	**$0.00**	**$1,803.63**	**$0.00**	**$1,803.63**

Clive SQR - Compost • Invoice Due Date: 9/22/2025 • Invoice Date: 9/22/2025

1546 NW 123rd St, Clive, IA 50325 — Russell Vannorsdel (Acct #140290)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2028128	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/30/2025 • Invoice Date: 9/30/2025

4366 NW 168th Ct, Clive, IA 50325 — Robert & Candi Vernon (Acct #140291)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2008929	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/5/2025 • Invoice Date: 9/5/2025

1678 NW 99th St, Clive, IA 50325 — Chuck Ortner (Acct #140293)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2028347	**$520.53**	**$0.00** (7%)	**$0.00**	**$520.53**	**$0.00**	**$520.53**

Clive SQR - Compost • Invoice Due Date: 9/30/2025 • Invoice Date: 9/30/2025

4556 NW 169th St, Clive, IA 50325 — Mark Burris (Acct #140294)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011323	**$1,513.23**	**$0.00** (7%)	**$0.00**	**$1,513.23**	**$0.00**	**$1,513.23**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

1704 Rio Valley Dr, Clive, IA 50325 — Brian Tekippe (Acct #140295)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026284	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/27/2025 • Invoice Date: 9/27/2025

1756 NW 103rd St, Clive, IA 50325 — Lindsay Brandon (Acct #140296)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026463	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/27/2025 • Invoice Date: 9/27/2025

3618 NW 165th St, Clive, IA 50325 — Mark McAllister (Acct #140297)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018034	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

3540 Horton Circle, Clive, IA 50325 — Mostafa Ibrahim (Acct #140298)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011752	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

16885 Madison Circle, Waukee, IA 50325 — Sarah Hayden (Acct #140299)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2011143	**$810.93**	**$0.00** (6%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/9/2025 • Invoice Date: 9/9/2025

16418 Madison Dr, Clive, IA 50325 — Chad R & Tara J J TRS McFarling (Acct #140301)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2014371	**$2,269.13**	**$0.00** (7%)	**$0.00**	**$2,269.13**	**$0.00**	**$2,269.13**

Clive SQR - Compost • Invoice Due Date: 9/11/2025 • Invoice Date: 9/11/2025

2041 NW 130th Ct, Clive, IA 50325 — John Mickelson (Acct #140302)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031434	**$2,746.38**	**$0.00** (7%)	**$0.00**	**$2,746.38**	**$0.00**	**$2,746.38**

Clive SQR - Compost • Invoice Due Date: 10/3/2025 • Invoice Date: 10/3/2025

2462 NW 152nd St, , IA — Barb & Matt Clements (Acct #140304)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2020725	**$1,049.58**	**$73.47** (7%)	**$0.00**	**$1,123.05**	**$73.47**	**$1,049.58**

Clive SQR - Compost • Invoice Due Date: 9/20/2025 • Invoice Date: 9/20/2025

2504 NW 161st St, Clive, IA 50325 — Phil Sheriff (Acct #140305)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2040195	**$2,182.98**	**$0.00** (7%)	**$0.00**	**$2,182.98**	**$0.00**	**$2,182.98**

Clive SQR - Compost • Invoice Due Date: 9/19/2025 • Invoice Date: 9/19/2025

4025 NW 181st St, Clive, IA 50325 — Jeremy Pohl (Acct #140308)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2019162	**$865.48**	**$60.58** (7%)	**$0.00**	**$926.06**	**$60.58**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/18/2025 • Invoice Date: 9/18/2025

10985 Rosewood Dr, Clive, IA 50325 — Ryan Leafgreen (Acct #140309)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2032788	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 10/6/2025 • Invoice Date: 10/6/2025

2035 NW 129th St, Clive, IA 50325 — Sara Hickman (Acct #140310)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2033796	**$2,447.33**	**$0.00** (7%)	**$0.00**	**$2,447.33**	**$0.00**	**$2,447.33**

Clive SQR - Compost • Invoice Due Date: 10/7/2025 • Invoice Date: 10/7/2025

12753 Lincoln Cir, Clive, IA 50325 — Greg Hanna (Acct #140312)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2021828	**$865.48**	**$60.58** (7%)	**$0.00**	**$926.06**	**$60.58**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/22/2025 • Invoice Date: 9/22/2025

12801 Hazelwood Dr, Clive, IA 50325 — Susan Gunnink (Acct #140313)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031923	**$1,049.58**	**$73.47** (7%)	**$0.00**	**$1,123.05**	**$73.47**	**$1,049.58**

Clive SQR - Compost • Invoice Due Date: 10/4/2025 • Invoice Date: 10/4/2025

12842 Hazelwood Dr, Clive, IA 50325 — Brian and Alicia Emanuel (Acct #140317)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026069	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/26/2025 • Invoice Date: 9/26/2025

13961 South Shore Dr, Clive, IA 50325 — Praveen Prashad (Acct #140318)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2027459	**$1,711.58**	**$0.00** (7%)	**$0.00**	**$1,711.58**	**$0.00**	**$1,711.58**

Clive SQR - Compost • Invoice Due Date: 9/29/2025 • Invoice Date: 9/29/2025

14005 Lakeshore Dr, Clive, IA 50325 — Dan Maahs (Acct #140319)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2020661	**$1,513.23**	**$0.00** (7%)	**$0.00**	**$1,513.23**	**$0.00**	**$1,513.23**

Clive SQR - Compost • Invoice Due Date: 9/19/2025 • Invoice Date: 9/19/2025

15127 Wildwood Dr, Clive, IA 50325 — Jody Ratigan (Acct #140320)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2023980	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/24/2025 • Invoice Date: 9/24/2025

16471 Phoenix Dr, Clive, IA 50325 — Stacy & Tracy JTRS Seely (Acct #140321)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2014369	**$626.83**	**$0.00** (7%)	**$0.00**	**$626.83**	**$0.00**	**$626.83**

Clive SQR - Compost • Invoice Due Date: 9/11/2025 • Invoice Date: 9/11/2025

16458 Madison Dr, Clive, IA 50325 — Brian Boettcher (Acct #140322)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2019433	**$1,049.58**	**$0.00** (7%)	**$0.00**	**$1,049.58**	**$0.00**	**$1,049.58**

Clive SQR - Compost • Invoice Due Date: 9/18/2025 • Invoice Date: 9/18/2025

16403 Maple St, Clive, IA 50325 — Ryan Hamor (Acct #140323)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2019426	**$957.53**	**$0.00** (7%)	**$0.00**	**$957.53**	**$0.00**	**$957.53**

Clive SQR - Compost • Invoice Due Date: 9/18/2025 • Invoice Date: 9/18/2025

16489 Oakbrook Dr, Clive, IA 50325 — Andy Sunstrom (Acct #140324)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2019667	**$810.93**	**$0.00** (7%)	**$0.00**	**$810.93**	**$0.00**	**$810.93**

Clive SQR - Compost • Invoice Due Date: 9/18/2025 • Invoice Date: 9/18/2025

16523 Oakbrook Dr, Clive, IA 50325 — Caleb Kester (Acct #140325)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018683	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

16727 Dellwood Dr, Clive, IA 50325 — Jobe Heick (Acct #140326)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2020542	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/19/2025 • Invoice Date: 9/19/2025

3604 NW 166th St, Clive, IA 50325 — Dillon & Claire Mellick (Acct #140327)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2020708	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/20/2025 • Invoice Date: 9/20/2025

3484 NW 169th St, Clive, IA 50325 — Chelsea Anderson (Acct #140328)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2018602	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/17/2025 • Invoice Date: 9/17/2025

4330 NW 169th Ct, Clive, IA 50325 — Ryan Huinker (Acct #140329)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2013280	**$434.38**	**$0.00** (7%)	**$0.00**	**$434.38**	**$0.00**	**$434.38**

Clive SQR - Compost • Invoice Due Date: 9/10/2025 • Invoice Date: 9/10/2025

15209 Hawthorn Ct, Clive, IA 50325 — Penny Schmidt (Acct #140330)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2026469	**$1,049.58**	**$0.00** (7%)	**$0.00**	**$1,049.58**	**$0.00**	**$1,049.58**

Clive SQR - Compost • Invoice Due Date: 9/29/2025 • Invoice Date: 9/29/2025

14064 Hawthorn Dr, Clive, IA 50325 — Victoria Smith (Acct #140331)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2022851	**$865.48**	**$0.00** (7%)	**$0.00**	**$865.48**	**$0.00**	**$865.48**

Clive SQR - Compost • Invoice Due Date: 9/23/2025 • Invoice Date: 9/23/2025

3719 NW 167th St, Clive, IA 50325 — Christpher Welp (Acct #140332)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2010841	**$957.53**	**$0.00** (7%)	**$0.00**	**$957.53**	**$0.00**	**$957.53**

Clive SQR - Compost • Invoice Due Date: 9/8/2025 • Invoice Date: 9/8/2025

2085 NW 137th St, Clive, IA 50325 — Corbin & Kristine` Stone (Acct #140334)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2031632	**$1,141.63**	**$0.00** (7%)	**$0.00**	**$1,141.63**	**$0.00**	**$1,141.63**

Clive SQR - Compost • Invoice Due Date: 10/3/2025 • Invoice Date: 10/3/2025

18148 Tanglewood Dr, Clive, IA 50325 — Amy Nguyen (Acct #140335)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2006870	**$1,141.63**	**$0.00** (7%)	**$0.00**	**$1,141.63**	**$0.00**	**$1,141.63**

Clive SQR - Compost • Invoice Due Date: 9/3/2025 • Invoice Date: 9/3/2025

17653 Madison Dr., Clive, IA 50325 — Joel Nastruz (Acct #140387)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2029659	**$718.88**	**$0.00** (7%)	**$0.00**	**$718.88**	**$0.00**	**$718.88**

Clive SQR - Compost • Invoice Due Date: 9/2/2025 • Invoice Date: 9/2/2025

3456 Baxter Cir, Clive, IA 50325 — Brian & Peggy Willard (Acct #140409)

INVOICE #	PRICE	TAX	DISCOUNT	BILLED	PAID	BALANCE
2012276	**$1,513.23**	**$0.00** (7%)	**$0.00**	**$1,513.23**	**$0.00**	**$1,513.23**

Clive SQR - Compost • Invoice Due Date: 9/10/2025 • Invoice Date: 9/10/2025

Additional Notes

If you have any concerns such as weeds, turf color, or brown areas please contact us. Warranty calls are done within 2 business days depending on the weather.

A finance charge of 1.5% will be made on unpaid balances after 20 days.

Subtotal	**$104,636.39**
Taxes	**$756.67**
Discounts	**$0.00**
Billed Total	**$105,393.06**
Amount Paid	**$756.67**
Amount Due	**$104,636.39**

Memo

TO: Mayor and Council members
FROM:
DATE: January 8, 2026
RE: Approve Pay Request #2 (Final) - The Concrete Company - NW 86th Street Pavement Repair Project - $4,582.50

SYNOPSIS:
Staff is recommending approval of a Pay Request to The Concrete Company for work performed on the above referenced project.

Pay Estimate #2 (Final) - $4,582.50

A breakdown of the contract status is as follows:

Contract Amount	-	$88,154.00
Paid to Date	-	$85,691.42
Contract Remaining	-	$ 2,462.58

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

Attachments:
1. Pay Request #2

City of Clive

Payment Invoice

NW 86th STREET PAVEMENT REPAIR

Description	Patching and overlaying area of North bound lanes damaged by watermain break
Payment Number	2
Pay Period	11/09/2025 to 12/15/2025
Approval Date	01/08/2026
Prime Contractor	The Concrete Company 5128 NW Beaver DR Grimes, IA 50111
Payment Status	Pending
Awarded Project Amount	$82,086.00
Authorized Amount	$88,154.00

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0030	25-128	SY	42.200	$65.000	$2,743.00
Asphalt Overlay, 3", Surface, 1/2", HT					
0040	25-129	SY	18.100	$15.000	$271.50
Removal of Sidewalk					
0060	25-131	SY	19.600	$80.000	$1,568.00
Sidewalk, PCC, 4"					
				Section Total:	**$4,582.50**
				Project Total:	**$4,582.50**

Summary

Current Approved Work:	$4,582.50	**Approved Work To Date:**	$88,154.00
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	$0.00	**Retainage To Date:**	$2,462.58
Current Retainage Released:	$0.00	**Retainage Released To Date:**	$0.00
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$4,582.50	**Payments To Date:**	$85,691.42
Previous Payment:	$81,108.92	**Previous Payments To Date:**	$81,108.92

_____ _____

Mayor, City of Clive **Date**

_____ _____

Project Engineer, Jim Hagelie **Date**

_____ _____

Field Engineer, Nolan Daft **Date**

_____ _____

Contractor, The Concrete Contracting Co. **Date**

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #2 - Elite Glass and Metal - City Hall Remodel Phase 2 Project - $17,077.79

SYNOPSIS:
Staff is recommending approval of pay request #2 to Elite Glass and Metal for construction completed on phase 2 of the City Hall Renovation Project. Elite is responsible for Prime Contract #2 – Aluminum Openings & Glazing. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #2 – Aluminum Openings & Glazing

Contract Amount	$	135,370.00	Contract Approved 9/25/25
Pay Request #1	$	9,513.18	Approved 11/13/25
Pay Request #2	**$**	**17,077.79**	
Balance Remaining	$	108,779.03	
3% Retainage Held	$	822.40	
Total – Pay Request #2	**$**	**17,077.79**	

Acct # 350-5750-6799

Attachments:
1. Clive City Hall P2 - Elite Glass Pay App 2

TO CONTRACTOR:

PROJECT:
Clive City Hall - Phase 2
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 2
INVOICE NO: 2
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 25011
CONTRACT NO: SC-002 City Hall Phase 2
CONTRACT DATE: 09/25/2025
CERTIFICATE DATE: 12/30/2025
SUBMITTED DATE:

FROM SUBCONTRACTOR:
Elite Glass and Metal
4945 NW 57th Ave. Suite 1
Johnston, Iowa 50131

SUBCONTRACT FOR: BP#2 - Elite Glass

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$135,370.00
2.	Net change by change orders		$0.00
3.	Contract Sum to date (Line 1 ± 2)		$135,370.00
4.	Total completed and stored to date (Column G on detail sheet)		$27,413.37
5.	Retainage:		
	a. 3.00% of completed work	$294.22	
	b. 3.00% of stored material	$528.18	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$822.40
6.	Total earned less retainage (Line 4 less Line 5 Total)		$26,590.97
7.	Less previous certificates for payment (Line 6 from prior certificate)		$9,513.18
8.	Current payment due:		$17,077.79
9.	Balance to finish, including retainage (Line 3 less Line 6)		$108,779.03

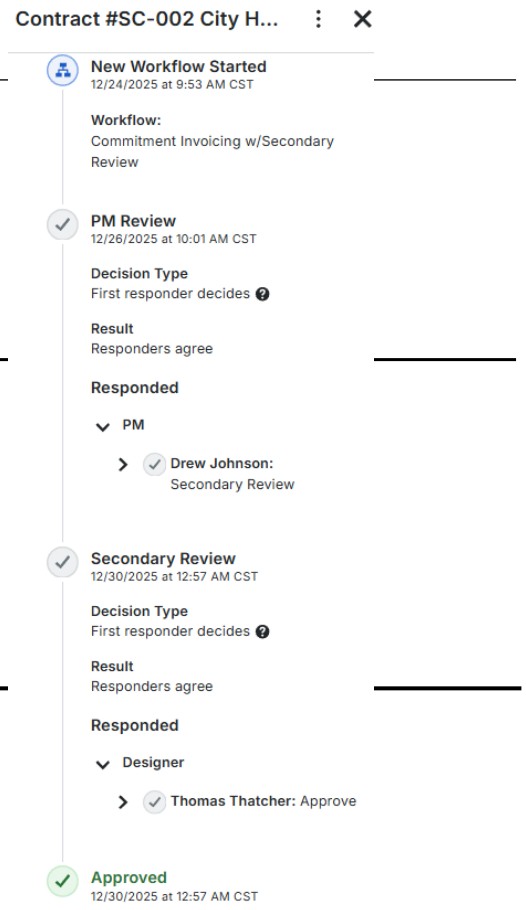
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$0.00	$0.00
Total approved this month:	$0.00	$0.00
Totals:	$0.00	$0.00
Net change by change orders:	$0.00	

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

SUBCONTRACTOR: Elite Glass and Metal

By: _____

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



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

APPLICATION NUMBER: 2
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Bond	$2,307.40	$2,307.40	$0.00	$0.00	$2,307.40	100.00%	$0.00	$69.22
2	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Submittals/Closeout	$5,000.00	$2,500.00	$0.00	$0.00	$2,500.00	50.00%	$2,500.00	$75.00
3	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Demo	$10,000.00	$5,000.00	$0.00	$0.00	$5,000.00	50.00%	$5,000.00	$150.00
4	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Labor	$58,610.60	$0.00	$0.00	$0.00	$0.00	0.00%	$58,610.60	$0.00
5	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Glass	$8,638.00	$0.00	$0.00	$0.00	$0.00	0.00%	$8,638.00	$0.00
6	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Metal	$14,670.00	$0.00	$0.00	$14,670.00	$14,670.00	100.00%	$0.00	$440.10
7	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	Hardware	$36,144.00	$0.00	$0.00	$2,935.97	$2,935.97	8.12%	$33,208.03	$88.08
		TOTALS:	**$135,370.00**	**$9,807.40**	**$0.00**	**$17,605.97**	**$27,413.37**	**20.25%**	**$107,956.63**	**$822.40**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
8	**CCO #001 Elite Glass CO#1**								
8.1	**PCO #001 CO#1 Contract Schedule Update**								
8.1.1	8-88000.000.Subcontract BP#2 Glazing & Aluminum Frames	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	$0.00
	TOTALS:	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**NaN%**	**$0.00**	**$0.00**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$135,370.00**	**$9,807.40**	**$0.00**	**$17,605.97**	**$27,413.37**	**20.25%**	**$107,956.63**	**$822.40**

EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 12/19/2025

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY
Holmes Murphy & Associates - CR
201 First Street SE, Suite 700
Cedar Rapids, IA 52401

PHONE (A/C, No, Ext): 319-896-7733

FAX (A/C, No):

E-MAIL ADDRESS: iwalsh@holmesmurphy.com

CODE:

SUB CODE:

AGENCY CUSTOMER ID #:

COMPANY
Integrity Insurance Company
P.O. Box 539
Appleton, WI 54912-0539

INSURED
Elite Glass & Metal, LLC
4945 NW 57th Ave., Suite 1
Johnston IA 50131

LOAN NUMBER

POLICY NUMBER
CPP2842926

EFFECTIVE DATE
09/12/2025

EXPIRATION DATE
09/12/2026

☐ CONTINUED UNTIL TERMINATED IF CHECKED

THIS REPLACES PRIOR EVIDENCE DATED:

PROPERTY INFORMATION

LOCATION/DESCRIPTION

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION

PERILS INSURED ☐ BASIC ☐ BROAD ☐ SPECIAL ☐

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Property at Job Site	750,000	500
Property In Transit	250,000	500
Property at any Temporary Storage Location	1,250,000	500

REMARKS (Including Special Conditions)

Project: Clive City Hall - Phase 2 Remodel
Value of Materials Stored: $17,605.97
Stored Material: Project Material
Stored Material Location: East Moline Glass 1033 7th St Ste. 100, East Moline, IL 61244

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

NAME AND ADDRESS

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

☐ ADDITIONAL INSURED ☐ LENDER'S LOSS PAYABLE ☐ LOSS PAYEE
☐ MORTGAGEE ☐

LOAN #

AUTHORIZED REPRESENTATIVE
Kari Cooley

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Application and Certificate for Payment

To Owner: DCI Group
220 SE 6th St., Suite 200
Des Moines, IA 50309

Project: CLIVE CITY HALL PHASE 2
1900 NW 114TH STREET
CLIVE, IA 50325

Application No: 2
Invoice No: 8427
Period To: 12/31/2025
Contract For: GLASS & GLAZING

Contract Date: 9/22/2025
Project Nos:

From Contractor: ELITE GLASS AND METAL LLC
4945 NW 57th Ave Suite 1
Johnston, IA 50131

Via Architect:

CONTRACTOR'S APPLICATION FOR PAYMENT

1) Original Contract Sum 135,370.00
2) Net change by Change Orders 0.00
3) Contract Sum to Date 135,370.00
4) Completed and Stored to Date 27,413.37
5) Retainage:
   a. Completed Work 294.22
   b. Stored Material 528.18
   Total Retainage 822.40
6) Total Earned less Retainage 26,590.97
7) Less Previous Certificates for Payment 9,513.18
8) Current Payment Due 17,077.79
9) Balance to Finish, including Retainage 108,779.03

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

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

CONTRACTOR: Elite Glass and Metal

By: _____ Date: 12/24/2025

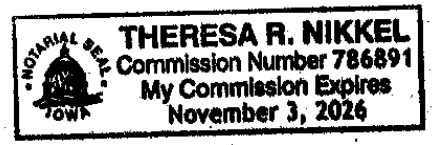
State of: Iowa

County of Polk

Subscribed and sworn to before me this 24th day of December 2025

Notary Public: _____

My Commission expires: November 3, 2026



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED ..... $_____

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

ARCHITECT:

By: _____ Date: _____

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

Continuation Sheet

Application No: 2
Invoice No: 8427
Application Date: 12/24/2025
Period To: 12/31/2025
Architect's Project No:

A	B	C	D	E	F	G		H	I
			Work Completed						
Item No.	Description	Scheduled Value	Previous	This Period	Stored Materials	Total	%	Balance	Retainage
1	DEMO	10,000.00	5,000.00	0.00	0.00	5,000.00	50	5,000.00	150.00
2	LABOR	58,610.60	0.00	0.00	0.00	0.00	0	58,610.60	0.00
3	METAL	14,670.00	0.00	0.00	14,670.00	14,670.00	100	0.00	440.10
4	GLASS	8,638.00	0.00	0.00	0.00	0.00	0	8,638.00	0.00
5	HARDWARE	36,144.00	0.00	0.00	2,935.97	2,935.97	8	33,208.03	88.08
6	SUBMTTALS / CLOSEOUT	5,000.00	2,500.00	0.00	0.00	2,500.00	50	2,500.00	75.00
7	BOND	2,307.40	2,307.40	0.00	0.00	2,307.40	100	0.00	69.22
		135,370.00	**9,807.40**	**0.00**	**17,605.97**	**27,413.37**		**107,956.63**	**822.40**


KAWNEER
Olive City Hall
500CDB
002-150B
200795-40
3FT BOTTOM DOOR SWEEP
S0#4733247
BOX#
DO NOT LAY FLAT


KAWNEER
301 S GARY AVENUE
ROSELLE IL 60172
Ship To: IL
VOL.001x001x001 WT.00042
ELITE GLASS AND METAL (EAST MOLINE GLA
1033 7TH STREET
EAST MOLINE IL 61244
JOB: Olive City Hall
PO#: 46873
Part Number / Unit Mark
QTY
500CDB
001-199C
1
200795-40
3FT BOTTOM DOOR SWEEP
1
90# 4733247
BOX#


KAWNEER
301 S GARY AVENUE
ROSELLE IL 60172
Ship To: IL
ELITE GLASS AND METAL (EAST MOLINE GLASS
1033 7TH STREET
EAST MOLINE IL 61244
IL
JOB: Olive City Hall
PO#: 45873
Part Number / Unit Mark
QTY
TF451CFA
001-199C
TRIFAB VERSAGLAZE
SO#4733247
BOX#
12/11/25
TF451CFA
002-INT - LH
TRIFAB VERSAGLAZE
SO#4718888
12/17/25
TF451CFA
002-150B
TRIFAB VERSAGLAZE
TF451CFA
003-150A
TRIFAB VERSAGLAZE


KAWNEER
301 S GARY AVENUE
ROSELLE IL 60172
Ship To: IL
VOL 001x001x001 WT. 00032
ELITE GLASS AND METAL (EAST MOLINE GLASS
1033 7TH STREET
EAST MOLINE IL 61244
IL
JOB: Clive City Hall
PO#: 46973
Phase/Elev
P/MDL TF
Part Number / Unit Mark
QTY
COO
TF451CFA
001-199C
TRIFAB VERSAGLAZE
1
12/11/25
SO# 4733247
BOX#
1
KAWNEER
301 S GARY AVENUE
ROSELLE IL 60172
Ship To: IL
ELITE GLASS AND METAL (EAST MOLINE
1033 7TH STREET
EAST MOLINE IL 61244
JOB: Clive City Hall
PO#: 46973
Part Number / Unit Mark
QTY
1
TF451CFA
002-150B
TRIFAB VERSAGLAZE

Memo

TO: Mayor and Council members
FROM: Jeff Thielen, Parks Manager
DATE: January 8, 2026
RE: Approve Pay Request # 2 - RES - Little Walnut Creek Bid Package & Support Services - $16,028.88

SYNOPSIS:
Staff is recommending approval of pay request # 2 to Resource Environmental Solutions for Bid Package & Support Services completed to date on the Little Walnut Creek Project—$16,028.88

Contract Breakdown:
Total contract amount — $39,017.00
Pay Request # 1: $17,212.52.
Pay Request # 2: $16,028.88
Contract Breakdown:
Paid to Date: $33,241.40
Contract Remaining: $5,775.60

Attachments:
1. Pay Request # 2 - $16,028.88

HGS, LLC, a company of
Resource Environmental Solutions, LLC
6575 West Loop South Suite 300
Bellaire TX 77401 United States
P: (225) 372-6108

Invoice

#IN58939

November 06, 2025

Bill To
City of Clive
1900 NW 114 Street
Clive IA 50325
United States

Amount Due: **$16,028.88**

Project
PRJ112936 Little Walnut Creek Additional Bid Assistance

Project Manager
Ben Staehlin (bstaehlin@res.us)

Billing Period
Oct 2025

PO #

Attn
Richard Brown

Delivery Email
rbrown@cityofclive.com

Task: 1a. Refine details of tree survey and marking

	Hours	Rate	Amount
GIS-CAD II			
Tyler Schwartz	3.00	180.00	540.00
GIS-CAD I			
Emily Lopez	1.50	121.00	181.50
Total Labor	**4.50**		**721.50**
Total this Task			**$721.50**

Task: 1b. Conduct tree survey and select salvage trees

	Hours	Rate	Amount
GIS-CAD II			
Tyler Schwartz	6.50	180.00	1,170.00
Total Labor	**6.50**		**1,170.00**
Reimbursable Expenses			
TRADER JOE S #721			22.38
Total Reimbursables			**22.38**
Total this Task			**$1,192.38**

Task: 2a. Refine details of brushing and tree removal bid package

	Hours	Rate	Amount
Scientist-Ecologist II			
Ben Staehlin	3.00	125.00	375.00
Scientist-Ecologist IV			
Doug Mensing	2.00	230.00	460.00

IN58939

APPROVED FOR PAYMENT
BY
DATE 12/31/25
ACCT # 389-5750-6799
ITEM Little Walnut Creek west Bid assistance
Pay Request #2

HGS, LLC, a company of
Resource Environmental Solutions, LLC
6575 West Loop South Suite 300
Bellaire TX 77401 United States
P: (225) 372-6108

Invoice

#IN58939

November 06, 2025

		Hours	Rate	Amount
Scientist-Ecologist I				
Mike Lopez		1.00	80.00	80.00
	Total Labor	**6.00**		**915.00**
		Total this Task		**$915.00**

Task: 2b. Prepare brushing and tree removal technical bid materials

		Hours	Rate	Amount
Scientist-Ecologist IV				
Doug Mensing		11.25	230.00	2,587.50
Scientist-Ecologist II				
Ben Staehlin		82.50	125.00	10,312.50
Operations Manager				
Mattie Lasch		1.50	200.00	300.00
	Total Labor	**95.25**		**13,200.00**
		Total this Task		**$13,200.00**

Invoice Total **$16,028.88**

Remit Address

All checks should be mailed to:
HGS, LLC
6575 West Loop South Suite 300
Bellaire, TX 77401

Questions

Contact — receivables@res.us
- Banking information for ACH payments
- Send all payment remittance advice
- W9
- Past due invoice copies

Contact — bstaehlin@res.us
- COI Requests
- Project related questions or concerns

IN58939

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Approve Pay Request #3 - The Concrete Company - 2025 Residential PCC Pavement Rehabilitation Project - $11,645.91

SYNOPSIS:
Staff is recommending approval of a Pay Request to The Concrete Company for work performed on the above referenced project.

Pay Estimate #3 - $11,645.91

A breakdown of the contract status is as follows:

Contract Amount	-	$627,661.00
Paid to Date	-	$618,246.08
Contract Remaining	-	$ 9,414.92

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

City of Clive

Payment Invoice

2025 RESIDENTIAL PCC PAVEMENT REHAB

Description	Full depth patching on Hawthorn drive, NW 152nd street, NW 149th street, and NW 144th street.
Payment Number	3
Pay Period	10/30/2025 to 12/15/2025
Approval Date	01/08/2026
Prime Contractor	The Concrete Company 5128 NW Beaver DR Grimes, IA 50111
Payment Status	Pending
Awarded Project Amount	$634,965.00
Authorized Amount	$627,661.00

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0080 Hydro-Mulch	25-108	Acre	0.170	$10,000.000	$1,700.00
					Section Total: $1,700.00
Section: 2 Description					
0180 Hydro-Mulch	25-108	Acre	0.060	$10,000.000	$600.00
					Section Total: $600.00
					Project Total: $2,300.00

Summary

Current Approved Work:	$2,300.00	**Approved Work To Date:**	$627,661.00
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	-$9,345.91	**Retainage To Date:**	$9,414.92
Current Retainage Released:	$0.00	**Retainage Released To Date:**	$0.00
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$11,645.91	**Payments To Date:**	$618,246.08
Previous Payment:	$475,726.75	**Previous Payments To Date:**	$606,600.17

_____ _____

Mayor, City of Clive **Date**

_____ _____

Project Engineer, Jim Hagelie **Date**

_____ _____

Field Engineer, Kaleb Randel **Date**

_____ _____

Contractor, The Concrete Company **Date**

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #3 - DCI Group - City Hall Remodel Phase 2 Project - $26,246.11

SYNOPSIS:
Staff recommends approval of Pay Request #3 to DCI Group for construction management services completed to date for Phase 2 of the City Hall Remodel Project. Demolition work in the Phase 2 area is complete, wall installation is nearly complete and HVAC/plumbing/electrical rough-in work is underway.

Construction Management Services (Fee and Staff Costs)

Estimated Contract Amount	$ 277,201.96	(Contract Approved 8/28/25)
Pay Request #1	$ 24,195.19	Approved 11/13/25
Pay Request #2	$ 25,096.79	Approved 11/13/25
Pay Request #3	**$ 22,391.99**	
Balance Remaining	$ 205,517.99	

General Conditions/Reimbursements

Estimated Contract Amount	$ 66,108.99	(Contract Approved 8/28/25)
Pay Request #1	$ 12,729.15	Approved 11/13/25
Pay Request #2	$ 5,416.84	Approved 11/13/25
Pay Request #3	**$ 3,854.12**	
Balance Remaining	$ 44,108.88	

Total – Pay Request #3 $ 26,246.11
Acct # 350-5750-6407

Attachments:
1. DCI Group - Phase 2 CMA - Pay App 3 1-8-26

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

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

INVOICE # 5

Date: 11/30/2025
Invoice #: 25-011-05

CM Services performed:
Clive City Hall - Phase 2

Period Completed:
November 2025

Vendor:	Description	Amount	
DCI Group	Construction	$	18,032.00
DCI Group	Fee	$	4,359.99
DCI Group	Project Reimbursables	$	3,854.12
	TOTAL DUE:	**$**	**26,246.11**

By: _____ Date: _____

DCI GROUP

App # : 5
App Date: November-25

Description of Work	Scheduled Value	Changes	Revised Value	WORK COMPLETED Previous	WORK COMPLETED This Period	Total Completed	Balance Remaining
Clive City Hall - Phase 2							
Construction - Staff	$ 237,962.08	$ -	$ 237,962	$ 40,572.00	$ 18,032.00	$ 58,604.00	$ 179,358.08
CM Fee	$ 39,239.88	$ -	$ 39,240	$ 8,719.97	$ 4,359.99	$ 13,079.96	$ 26,159.92
Reimbursables	$ 66,108.99	$ -	$ 66,109	$ 18,145.99	$ 3,854.12	$ 22,000.11	$ 44,108.88
TOTAL	$ 343,310.95	$ -	$ 343,310.95	$ 67,437.96	$ 26,246.11	$ 93,684.07	$ 249,626.88

Clive City Hall - Phase 2							
Construction							
Personnel	Hourly Rate	Contract	Previous	This Period	Total	Balance	Cost
Project Executive	$ 142.00	156	36	16	52	104	$ 2,272.00
Project Superintendent	$ 118.00	567	0	0	0	567	$ -
Project Manager	$ 112.00	738	180	80	260	478	$ 8,960.00
Project Engineer	$ 85.00	780	180	80	260	520	$ 6,800.00
Total							$ 18,032.00

Reimbursables			
Vendor	Description	Invoice #	Amount
DCI Group	Safety		$ 500.00
DCI Group	Truck/Fuel		$ 1,350.00
Willscot	Mobile Office	9025045372	$ 1,783.42
A King's Throne	Temp Toilet	166869	$ 220.70
			$ -
			$ -
			$ -
			$ -
		Total	$ 3,854.12

Invoice

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

Date	Invoice #
11/17/2025	CRO166869

Bill To

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

Service Address

DCI Group Clive City Hall
1900 Northwest 114th Street
Clive, Iowa 50325

P.O. No.	Terms	Due Date
Job# 25011	Net 28	12/15/2025

Quantity	Description	Rate	Amount
2	Service of Construction Unit (11/17/2025 to 12/14/2025)	90.00	180.00
2	Environmental Fee	15.00	30.00
2	Rental of Construction Unit (11/17/2025 to 12/14/2025)	5.00	10.00T
	Sales Tax	7.00%	0.70

To Pay Online
www.akingsthrone.com

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

Payments/Credits	$0.00
Total	$220.70
Balance Due	$220.70

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

WILLSCOT™

6400 E MCDOWELL RD. SUITE 300
SCOTTSDALE, AZ 85257

(800) 782-1500
customersuccess@willscot.com
www.willscot.com
Fed ID# 52-0665775

INVOICE

Customer #	Bill to #	Invoice #	Invoice Date	Terms
10434264	141211	9025045372	11/20/2025	NET 10

PAYMENT DUE	**$1,875.10**
INVOICE DUE DATE	**11/30/2025**

996

DCI GROUP INC
220 SE 6TH ST STE 200
DES MOINES IA 50309-4845

BRANCH:

MD DES MOINES IA
3100 DIXON ST
DES MOINES IA 50313
(515) 666-8143

Contract #	Contract Start Date	Customer PO	Ordered By	Rental Period	Job Location
1002522418	10/24/2024	TBD	Seth Riggs (515) 450-8969	11/20/2025 - 12/17/2025	1801 NW 114TH ST CLIVE IA 50325

Quantity	Item #/Description	Price/Rate	Amount
Rental Pricing Per Billing Cycle			
	60x12 Mobile Office or Similar SFS-00517	$1,211.25	$1,211.25 T*
	PERSONAL PROPERTY EXPENSES		0.00 T*
1	Professional Conference Package	$143.75	$143.75 T*
1	General Liability Insurance	$18.00	$18.00 T*
2	Prof. Entrance - Steps w/ Canopy	$100.00	$200.00 T*
1	Window/Door Security Bundle - 40ft	$93.75	$93.75 T*
Other Charges			
1	INTEREST CHARGE	~~$56.68~~	~~$56.68~~ N*
		Sub-total	$1,723.43
		~~Late Payment Fee~~	~~$35.00~~ N*
		Tax	$116.67
		INVOICE TOTAL	**$1,875.10**

$1,783.42

Invoice in USD

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You remain responsible for the invoice balance if there is an issue with your method of payment. Late fees and interest charges may be assessed if payment is not made within terms.

PLEASE REMIT WITH PAYMENT

INVOICE TOTAL	**$1,875.10**
Invoice #:	**9025045372**
Due Date:	**11/30/2025**
Customer:	**DCI GROUP INC**
Customer #:	**10434264**

PLEASE REMIT TO:

WILLIAMS SCOTSMAN, INC.
PO BOX 91975
CHICAGO IL 60693-1975

5245106.20251107676O3.00996

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #3 - Keystone Construction - City Hall Remodel Phase 2 Project - $73,824.77

SYNOPSIS:
Staff is recommending approval of pay request #3 to Keystone Construction for construction completed on phase 2 of the City Hall Renovation Project. Keystone is responsible for Prime Contracts #1 – General Construction. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #1 – General Construction

Contract Amount	$	549,000.00	Contract Approved 8/28/25
Pay Request #1	$	44,586.15	Approved 11/13/25
Pay Request #2	$	50,081.77	Approved 12/11/25
Pay Request #3	**$**	**73,824.77**	
Balance Remaining	$	380,507.31	
3% Retainage Held	$	5,211.13	
Total – Pay Request #3	**$**	**73,824.77**	

Acct # 350-5750-6799

Attachments:
1. Clive City Hall P2 - Keystone Pay App 3

TO CONTRACTOR:

PROJECT:
Clive City Hall - Phase 2
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 3
INVOICE NO: Pay App 03-Dec
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 25011
CONTRACT NO: SC-001 City Hall Phase 2
CONTRACT DATE: 08/28/2025
CERTIFICATE DATE: 12/30/2025
SUBMITTED DATE: 12/23/2025

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

SUBCONTRACT FOR: BP#1 General

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$549,000.00
2.	Net change by change orders		$0.00
3.	Contract Sum to date (Line 1 ± 2)		$549,000.00
4.	Total completed and stored to date (Column G on detail sheet)		$173,703.82
5.	Retainage:		
	a. 3.00% of completed work	$5,211.13	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$5,211.13
6.	Total earned less retainage (Line 4 less Line 5 Total)		$168,492.69
7.	Less previous certificates for payment (Line 6 from prior certificate)		$94,667.92
8.	Current payment due:		$73,824.77
9.	Balance to finish, including retainage (Line 3 less Line 6)		$380,507.31

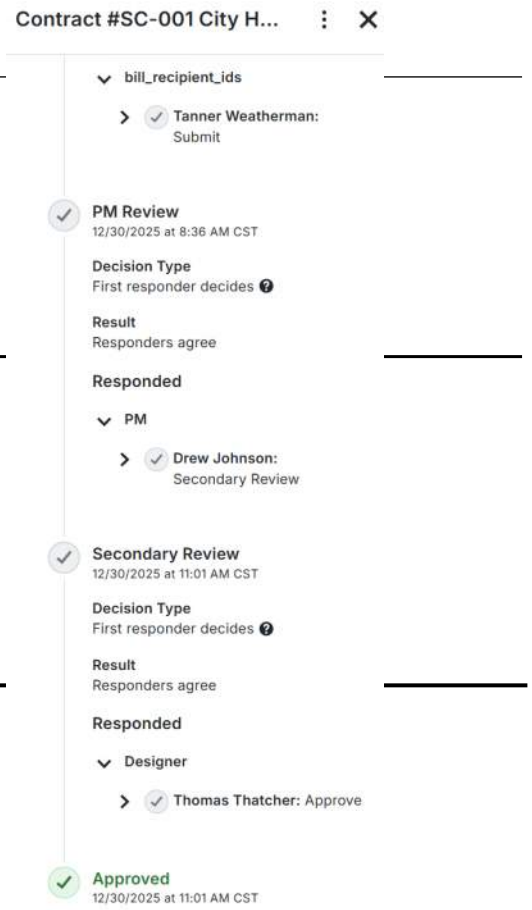
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$0.00	$0.00
Total approved this month:	$0.00	$0.00
Totals:	$0.00	$0.00
Net change by change orders:	$0.00	

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

SUBCONTRACTOR: Keystone Construction Services LLC

By: _____

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



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

APPLICATION NUMBER: 3
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	2-24100.000.Subcontract BP#1 - General Construction	General Conditions	$100,402.00	$22,500.00	$10,000.00	$0.00	$32,500.00	32.37%	$67,902.00	$975.00
2	2-24100.000.Subcontract BP#1 - General Construction	Abatement	$6,800.00	$6,800.00	$0.00	$0.00	$6,800.00	100.00%	$0.00	$204.00
3	2-24100.000.Subcontract BP#1 - General Construction	Demolition	$28,793.00	$28,793.00	$0.00	$0.00	$28,793.00	100.00%	$0.00	$863.79
4	2-24100.000.Subcontract BP#1 - General Construction	Cast-in-Place Concrete	$4,848.00	$4,848.00	$0.00	$0.00	$4,848.00	100.00%	$0.00	$145.44
5	2-24100.000.Subcontract BP#1 - General Construction	Structural Steel Framing	$11,600.00	$8,338.50	$3,261.50	$0.00	$11,600.00	100.00%	$0.00	$348.01
6	2-24100.000.Subcontract BP#1 - General Construction	Metal Fabrications	$9,810.00	$0.00	$9,810.00	$0.00	$9,810.00	100.00%	$0.00	$294.30
7	2-24100.000.Subcontract BP#1 - General Construction	Finish Carpentry	$7,670.00	$0.00	$0.00	$0.00	$0.00	0.00%	$7,670.00	$0.00
8	2-24100.000.Subcontract BP#1 - General Construction	Architectural Wood Casework	$44,201.00	$4,420.10	$0.00	$0.00	$4,420.10	10.00%	$39,780.90	$132.60
9	2-24100.000.Subcontract BP#1 - General Construction	Metal Roof Panels	$13,477.00	$0.00	$0.00	$0.00	$0.00	0.00%	$13,477.00	$0.00
10	2-24100.000.Subcontract BP#1 - General Construction	Thermoplastic Membrane Roofing	$12,979.00	$0.00	$0.00	$0.00	$0.00	0.00%	$12,979.00	$0.00
11	2-24100.000.Subcontract BP#1 - General Construction	Hollow Metal Doors & Frames	$50,820.00	$0.00	$0.00	$0.00	$0.00	0.00%	$50,820.00	$0.00
12	2-24100.000.Subcontract BP#1 - General Construction	Glazing	$1,121.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,121.00	$0.00
13	2-24100.000.Subcontract BP#1 - General Construction	Gypsum Board Assemblies	$97,000.00	$17,770.00	$52,000.00	$0.00	$69,770.00	71.93%	$27,230.00	$2,093.10
14	2-24100.000.Subcontract BP#1 - General Construction	Tiling	$25,247.00	$0.00	$0.00	$0.00	$0.00	0.00%	$25,247.00	$0.00
15	2-24100.000.Subcontract BP#1 - General Construction	Acoustical Ceilings	$27,000.00	$0.00	$0.00	$0.00	$0.00	0.00%	$27,000.00	$0.00
16	2-24100.000.Subcontract	Resilient Flooring	$34,330.00	$0.00	$0.00	$0.00	$0.00	0.00%	$34,330.00	$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP#1 - General Construction									
17	2-24100.000.Subcontract BP#1 - General Construction	Moss Walls	$12,220.00	$0.00	$0.00	$0.00	$0.00	0.00%	$12,220.00	$0.00
18	2-24100.000.Subcontract BP#1 - General Construction	Interior Painting	$15,105.00	$0.00	$0.00	$0.00	$0.00	0.00%	$15,105.00	$0.00
19	2-24100.000.Subcontract BP#1 - General Construction	Specialties	$6,170.00	$0.00	$0.00	$0.00	$0.00	0.00%	$6,170.00	$0.00
20	2-24100.000.Subcontract BP#1 - General Construction	Visual Display Surfaces	$4,950.00	$0.00	$0.00	$0.00	$0.00	0.00%	$4,950.00	$0.00
21	2-24100.000.Subcontract BP#1 - General Construction	Wall & Door Protection	$2,206.00	$0.00	$0.00	$0.00	$0.00	0.00%	$2,206.00	$0.00
22	2-24100.000.Subcontract BP#1 - General Construction	Toilet/Bath/Laundry Accessories	$2,950.00	$0.00	$0.00	$0.00	$0.00	0.00%	$2,950.00	$0.00
23	2-24100.000.Subcontract BP#1 - General Construction	Emergency/Fire Air Specialties	$740.00	$0.00	$0.00	$0.00	$0.00	0.00%	$740.00	$0.00
24	2-24100.000.Subcontract BP#1 - General Construction	Roller Window Shades	$8,561.00	$0.00	$0.00	$0.00	$0.00	0.00%	$8,561.00	$0.00
25	2-24100.000.Subcontract BP#1 - General Construction	Labor Allowance	$10,000.00	$0.00	$893.00	$0.00	$893.00	8.93%	$9,107.00	$26.79
26	2-24100.000.Subcontract BP#1 - General Construction	Abatement Allowance	$5,000.00	$0.00	$0.00	$0.00	$0.00	0.00%	$5,000.00	$0.00
27	2-24100.000.Subcontract BP#1 - General Construction	Concrete Allowance	$5,000.00	$4,126.20	$143.52	$0.00	$4,269.72	85.39%	$730.28	$128.10
		TOTALS:	**$549,000.00**	**$97,595.80**	**$76,108.02**	**$0.00**	**$173,703.82**	**31.64%**	**$375,296.18**	**$5,211.13**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
28	**CCO #001 Keystone Change Order #001**								
28.1	**PCO #001 CO#1 Contract Schedule Update**								
28.1.1	2-24100.000.Subcontract BP#1 - General Construction	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	$0.00
	TOTALS:	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**NaN%**	**$0.00**	**$0.00**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	$549,000.00	$97,595.80	$76,108.02	$0.00	$173,703.82	31.64%	$375,296.18	$5,211.13

KEYSTONE
CONSTRUCTION SERVICES

CONDITIONAL LIEN WAIVER AND RELEASE UPON PROGRESS PAYMENT

KNOW ALL MEN BY THESE PRESENTS:

Upon receiving progress payment in the sum of **$76,108.02** for the job Clive City Hall Phase 2, receipt of which is hereby acknowledged, hereby waives, releases, satisfies all lien rights, claims or demands of any kind whatsoever, against the City of Clive, its successors and assigns, which the undersigned now has. This release covers a progress payment for labor, services, equipment or materials furnished to the City of Clive through **December 31st, 2025**, only and does not cover any retention retained before or after the release date.

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

Dated: **December 31st, 2025**

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

By: **Justin Menke**

Title: **President**

Signature: 

Memo

TO: Mayor and Council members
FROM: Jeff Thielen, Parks Manager
DATE: January 8, 2026
RE: Approve Final Pay Request #3 - RES - Little Walnut Creek Bid Package & Support Services - $5,775.60

SYNOPSIS:
Staff is recommending approval of final pay request # 3 to Resource Environmental Solutions for Bid Package & Support Services completed to date on the Little Walnut Creek Project— $5,775.60

Contract Breakdown:
Total contract amount — $39,017.00
Pay Request # 1: $17,212.52
Pay Request # 2: $16,028.88
Pay Request # 3: $5,775.60 Final
Contract Breakdown:
Paid to Date: $39,017.00
Contract Remaining: $0.00

Attachments:
1. Final Pay Request # 3 - $5,775.60

HGS, LLC, a company of
Resource Environmental Solutions, LLC
6575 West Loop South Suite 300
Bellaire TX 77401 United States
P: (225) 372-6108

Invoice

#IN59528

December 04, 2025

Bill To

City of Clive
1900 NW 114 Street
Clive IA 50325
United States

Amount Due: **$5,775.60**

Project
PRJ112936 Little Walnut Creek Additional Bid Assistance

Project Manager
Ben Staehlin (bstaehlin@res.us)

Billing Period
Nov 2025

PO #

Attn
Richard Brown

Delivery Email
rbrown@cityofclive.com

Task: 1a. Refine details of tree survey and marking

		Hours	Rate	Amount
Scientist-Ecologist II				
Ben Staehlin		0.50	125.00	62.50
Scientist-Ecologist IV				
Doug Mensing		8.00	230.00	1,840.00
GIS II				
Nathan Conn		1.00	121.00	121.00
	Total Labor	**9.50**		**2,023.50**
	Total this Task			**$2,023.50**

Task: 2a. Refine details of brushing and tree removal bid package

		Hours	Rate	Amount
Scientist-Ecologist II				
Ben Staehlin		30.00	125.00	3,750.00
	Total Labor	**30.00**		**3,750.00**

Fee

Partial hour of Doug Mensing - up to total contract amount		2.10
	Total Fees	**2.10**
	Total this Task	**$3,752.10**

APPROVED FOR PAYMENT
BY
DATE 12/31/25
ACCT # 389-5750-6799
ITEM Little Walnut Creek west Bid assistance

Invoice Total **$5,775.60**

IN59528

Final Pay Request #3

HGS, LLC, a company of
Resource Environmental Solutions, LLC
6575 West Loop South Suite 300
Bellaire TX 77401 United States
P: (225) 372-6108

Invoice

#IN59528

December 04, 2025

Outstanding Invoices

Number	Date	Balance
IN58939	10/31/2025	16,028.88
Total		**16,028.88**

Remit Address

All checks should be mailed to:
HGS, LLC
6575 West Loop South Suite 300
Bellaire, TX 77401

Questions

Contact — receivables@res.us
- Banking information for ACH payments
- Send all payment remittance advice
- W9
- Past due invoice copies

Contact — bstaehlin@res.us
- COI Requests
- Project related questions or concerns

IN59528

Memo

TO: Mayor and Council members
FROM: Alyssa Welling, Administrative Assistant
DATE: January 8, 2026
RE: Approve Pay Request #4 - Burkett Construction - Linnan Park Construction Project - $107,179.00

SYNOPSIS:
Staff recommends approval of Pay Request #4 to Burkett Construction for the work completed to date on the Linnan Park Construction Project.

Total contract amount: **$1,365,656.00**
Pay Request #4: **$107,179.00**
Total Requested to Date: **$655,566.50**
Remaining contract amount: **$710,089.50**

Attachments:
1. Burkett pay application-December #4

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: City of Clive
Engineering Services
502 E 9th St., Des Moines, Ia 50319

PROJECT: Linnan Park

APPLICATION NO: 4

PERIOD TO: 12/22/25

Distribution to:
- [x] OWNER
- [ ] ARCHITECT
- [ ] CONTRACTOR
- [ ]
- [ ]

FROM CONTRACTOR:
Burkett Construction
25 Ellefson Dr, PO Box 247
De Soto, Ia 50069

VIA ARCHITECT: Hanson Companies

PROJECT NOS: 14880

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM			$ 1,365,656.00
2. Net change by Change Orders			$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)			$ 1,365,656.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)			$ 690,070.00
5. RETAINAGE:			
a. 5.00% % of Completed Work (Column D + E on G703)	$	34,503.50	
b. 5.00% % of Stored Material (Column F on G703)	$	0	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)			$ 34,503.50
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)			$ 655,566.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			$ $548,387.50
8. CURRENT PAYMENT DUE			$ 107,179.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$		710,089.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	$0.00
Total approved this Month	$32,051.25	$0.00
TOTALS	$32,051.25	$0.00
NET CHANGES by Change Order	$32,051.25	

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

CONTRACTOR:

By: Andrew Burkett Date: 12/22/25

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

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED . . . . . $

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

ARCHITECT:

By: Date:

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

AIA DOCUMENT G702 · APPLICATION AND CERTIFICATION FOR PAYMENT · 1992 EDITION · AIA® · © 1992 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3
APPLICATION DATE: 09/26/25
PERIOD TO: 11/25/25
ARCHITECT'S PROJECT NO: 14880

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	General Conditions	$159,526.00	$55,000.00	$15,000.00		$70,000.00	43.88%	89,526.00	$3,500.00
2	Overhead	$67,581.00	$25,000.00	$15,000.00		$40,000.00	59.19%	27,581.00	$2,000.00
3	Site Work	$22,000.00	$0.00	$0.00		$0.00	0.00%	22,000.00	$0.00
4	Masonry	$94,900.00	$0.00	$45,000.00		$45,000.00	47.42%	49,900.00	$2,250.00
5	Structural Steel	$102,850.00	$102,850.00	$0.00		$102,850.00	100.00%		$5,142.50
6	Steel Erection	$41,975.00	$41,795.00	$0.00		$41,795.00	99.57%	180.00	$2,089.75
7	Carpentry Materials	$161,925.00	$161,925.00	$0.00		$161,925.00	100.00%		$8,096.25
8	Carpentry Installation	$35,000.00	$0.00	$20,000.00		$20,000.00	57.14%	15,000.00	$1,000.00
9	Thermal & Moisture	$294,000.00	$100,000.00	$0.00		$100,000.00	34.01%	194,000.00	$5,000.00
10	Openings	$11,650.00	$0.00	$3,000.00		$3,000.00	25.75%	8,650.00	$150.00
11	Finishes	$23,610.00	$0.00	$0.00		$0.00	0.00%	23,610.00	$0.00
12	Specalties Material	$17,216.00	$0.00	$0.00		$0.00	0.00%	17,216.00	$0.00
13	Specalties Labor	$2,000.00	$0.00	$0.00		$0.00	0.00%	2,000.00	$0.00
14	Sport Equiptment	$38,358.00	$0.00	$0.00		$0.00	0.00%	38,358.00	$0.00
15	Court Surfacing	$49,901.00	$0.00	$0.00		$0.00	0.00%	49,901.00	$0.00
16	Futsol Relocation	$13,000.00	$6,500.00	$0.00		$6,500.00	50.00%	6,500.00	$325.00
17	Mechanical	$83,164.00	$40,000.00	$10,000.00		$50,000.00	60.12%	33,164.00	$2,500.00
18	Electrical	$147,000.00	$44,000.00	$5,000.00		$49,000.00	33.33%	98,000.00	$2,450.00
19		$0.00	$0.00	$0.00		$0.00	0.00%		$0.00
20		$0.00	$0.00	$0.00		$0.00	0.00%		$0.00
				$0.00					
	GRAND TOTALS	$1,365,656.00	$577,070.00	$113,000.00	$0.00	$690,070.00	50.53%	675,586.00	$34,503.50

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #4 - Cunningham Inc. - City Hall Remodel Phase 2 Project - $108,054.12

SYNOPSIS:
Staff is recommending approval of pay request #4 to Cunningham, Inc. for construction completed for phase 2 of the City Hall Remodel Project. Cunningham is responsible for Prime Contract #3 – Mechanical & Plumbing. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #3 – Mechanical & Plumbing

Contract Amount	$	413,408.00	Contract Approved 8/28/25
Change Order #1		No Cost	
Change Order #2	$	2,710.51	Approved by CM 12/12/25
Revised Contract Amount	$	416,118.51	
Pay Request #1	$	21,141.15	Approved 10/9/25
Pay Request #2	$	17,702.50	Approved 11/13/25
Pay Request #3	$	40,840.88	Approved 12/11/25
Pay Request #4	**$**	**108,054.12**	
Balance Remaining	$	228,379.86	
3% Retainage Held	$	5,806.35	
Total – Pay Request #4	**$**	**108,054.12**	

Acct # 350-5750-6799

Attachments:
1. Clive City Hall P2 - Cunningham Pay App 4

TO CONTRACTOR:

PROJECT:
Clive City Hall - Phase 2
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 4
INVOICE NO: 4
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 25011
CONTRACT NO: SC-003 City Hall Phase 2
CONTRACT DATE: 08/28/2025
CERTIFICATE DATE: 12/30/2025
SUBMITTED DATE:

FROM SUBCONTRACTOR:
Cunningham, Inc.
808 South Market Street
Oskaloosa, Iowa 52577

SUBCONTRACT FOR: BP#3 Mechanical

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$413,408.00
2.	Net change by change orders		$2,710.51
3.	Contract Sum to date (Line 1 ± 2)		$416,118.51
4.	Total completed and stored to date (Column G on detail sheet)		$193,545.00
5.	Retainage:		
	a. 3.00% of completed work	$5,649.90	
	b. 3.00% of stored material	$156.45	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$5,806.35
6.	Total earned less retainage (Line 4 less Line 5 Total)		$187,738.65
7.	Less previous certificates for payment (Line 6 from prior certificate)		$79,684.53
8.	Current payment due:		$108,054.12
9.	Balance to finish, including retainage (Line 3 less Line 6)		$228,379.86

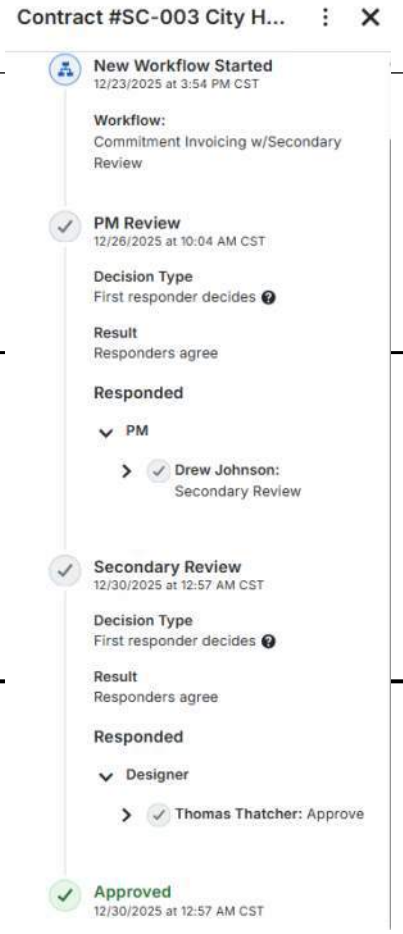
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$0.00	$0.00
Total approved this month:	$2,710.51	$0.00
Totals:	$2,710.51	$0.00
Net change by change orders:	$2,710.51	

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

SUBCONTRACTOR: Cunningham, Inc.

By: _____

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



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

APPLICATION NUMBER: 4
APPLICATION DATE: 12/23/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Engineering/Submittals	$47,735.00	$24,680.00	$5,600.00	$0.00	$30,280.00	63.43%	$17,455.00	$908.40
2	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Bond	$6,345.00	$6,345.00	$0.00	$0.00	$6,345.00	100.00%	$0.00	$190.35
3	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Mobilization	$17,475.00	$5,900.00	$4,800.00	$0.00	$10,700.00	61.23%	$6,775.00	$321.00
4	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Demo Labor	$6,805.00	$6,200.00	$605.00	$0.00	$6,805.00	100.00%	$0.00	$204.15
5	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Demo Material	$2,795.00	$2,795.00	$0.00	$0.00	$2,795.00	100.00%	$0.00	$83.85
6	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	UG Sanitary Material	$2,755.00	$2,755.00	$0.00	$0.00	$2,755.00	100.00%	$0.00	$82.65
7	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	UG Sanitary Labor	$6,415.00	$6,415.00	$0.00	$0.00	$6,415.00	100.00%	$0.00	$192.45
8	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	AG Sanitary Waste & Vent Material	$2,110.00	$1,688.00	$422.00	$0.00	$2,110.00	100.00%	$0.00	$63.30
9	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	AG Sanitary Waste & Vent Labor	$6,165.00	$1,550.00	$4,000.00	$0.00	$5,550.00	90.02%	$615.00	$166.50
10	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Domestic Water Material	$3,120.00	$2,496.00	$624.00	$0.00	$3,120.00	100.00%	$0.00	$93.60
11	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Domestic Water Labor	$8,320.00	$2,080.00	$5,500.00	$0.00	$7,580.00	91.11%	$740.00	$227.40
12	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Plumbing Fixtures Material	$11,490.00	$2,200.00	$0.00	$0.00	$2,200.00	19.15%	$9,290.00	$66.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
13	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Plumbing Fixtures Labor	$5,780.00	$1,100.00	$0.00	$0.00	$1,100.00	19.03%	$4,680.00	$33.00
14	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Plumbing Equipment Material	$3,735.00	$0.00	$3,735.00	$0.00	$3,735.00	100.00%	$0.00	$112.05
15	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Plumbing Equipment Labor	$4,908.00	$0.00	$2,500.00	$0.00	$2,500.00	50.94%	$2,408.00	$75.00
16	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Metal Ducts Materials	$25,390.00	$1,260.00	$19,050.00	$0.00	$20,310.00	79.99%	$5,080.00	$609.30
17	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Metal Ducts Shop Labor	$22,390.00	$400.00	$16,790.00	$0.00	$17,190.00	76.78%	$5,200.00	$515.70
18	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Metal Ducts Field Labor	$34,113.00	$1,160.00	$25,580.00	$0.00	$26,740.00	78.39%	$7,373.00	$802.20
19	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Air Duct Accessories Materials	$1,490.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,490.00	$0.00
20	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Air Duct Accessories Labor	$1,200.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,200.00	$0.00
21	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	HVAC Power Ventilators Materials	$1,015.00	$0.00	$0.00	$1,015.00	$1,015.00	100.00%	$0.00	$30.45
22	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	HVAC Power Ventilators Labor	$276.00	$0.00	$0.00	$0.00	$0.00	0.00%	$276.00	$0.00
23	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Air Terminal Units Materials	$8,675.00	$0.00	$8,675.00	$0.00	$8,675.00	100.00%	$0.00	$260.25
24	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Air Terminal Units Labor	$2,208.00	$0.00	$0.00	$0.00	$0.00	0.00%	$2,208.00	$0.00
25	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Air Outlets and Inlets Materials	$4,200.00	$0.00	$0.00	$4,200.00	$4,200.00	100.00%	$0.00	$126.00
26	23-230000.000.Subcontract	Air Outlets and Inlets Labor	$4,106.00	$0.00	$0.00	$0.00	$0.00	0.00%	$4,106.00	$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP#3 - Mechanical & Plumbing									
27	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	RTU Materials	$78,980.00	$0.00	$1,570.00	$0.00	$1,570.00	1.99%	$77,410.00	$47.10
28	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	RTU Labor	$4,622.00	$0.00	$0.00	$0.00	$0.00	0.00%	$4,622.00	$0.00
29	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Unit Heaters Materials	$2,000.00	$0.00	$1,730.00	$0.00	$1,730.00	86.50%	$270.00	$51.90
30	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Unit Heaters Labor	$276.00	$0.00	$0.00	$0.00	$0.00	0.00%	$276.00	$0.00
31	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Subcontractor - Baker Group	$71,273.00	$13,125.00	$5,000.00	$0.00	$18,125.00	25.43%	$53,148.00	$543.75
32	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Subcontractor - Iowa Insulation	$9,894.00	$0.00	$0.00	$0.00	$0.00	0.00%	$9,894.00	$0.00
33	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	Subcontractor - Flow Tech	$5,347.00	$0.00	$0.00	$0.00	$0.00	0.00%	$5,347.00	$0.00
		TOTALS:	**$413,408.00**	**$82,149.00**	**$106,181.00**	**$5,215.00**	**$193,545.00**	**46.82%**	**$219,863.00**	**$5,806.35**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
34	**CCO #001 Cunningham CO#1**								
34.1	**PCO #001 CO#1 Contract Schedule Update**								
34.1.1	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	$0.00
35	**CCO #002 Cunningham CO#2**								
35.1	**PCO #002 CO#2 - Cunningham**								
35.1.1	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing RFI #5 Toilet Substitution	$353.47	$0.00	$0.00	$0.00	$0.00	0.00%	$353.47	$0.00
35.1.2	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing RFI #13 Roof Drain Insulation Repair	$851.18	$0.00	$0.00	$0.00	$0.00	0.00%	$851.18	$0.00
35.1.3	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing Restroom 104 Floor Drain and Vent Addition	$768.37	$0.00	$0.00	$0.00	$0.00	0.00%	$768.37	$0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
35.1.4	23-230000.000.Subcontract BP#3 - Mechanical & Plumbing Smith Sewer Sanitary Main Unclogging	$737.49	$0.00	$0.00	$0.00	$0.00	0.00%	$737.49	$0.00
	TOTALS:	**$2,710.51**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**	**$2,710.51**	**$0.00**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$416,118.51**	**$82,149.00**	**$106,181.00**	**$5,215.00**	**$193,545.00**	**46.51%**	**$222,573.51**	**$5,806.35**

WAIVER OF LIEN TO DATE

STATE OF Iowa)
) ss:
COUNTY OF _____)

Project Name: **Clive City Hall**

WHEREAS, the undersigned has contracted with City of Clive having furnished material or labor for, or performed labor upon, a building or land for improvement, alteration or repair thereof, situated on or being real estate described as (legal description or street address of premises): **1900 NW 114th Street Clive, IA 50325.**

The undersigned, for and in consideration of the sum of **$40,840.88** Dollars as a partial payment for its furnishing of labor and material for the above-referenced Project, the receipt of which is hereby acknowledged, does hereby waive, release, and discharge any lien claim or lien right it has or could have under the statutes of the State of **Iowa** to the extent of the partial payment made in exchange for this partial lien release against the above described premises, for material furnished or labor performed to this date. The undersigned states that this partial lien release is not intended to and does not release any lien claims or rights for work, labor, or materials for which payment has not yet been received by the undersigned.

Dated at **Des Moines, IA**, on the 10 day of Dec, 2025.

Cunningham Inc
808 South Market Street
Oskaloosa, IA 52577

By:



EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 12/29/2025

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY
AssuredPartners Great Plains, LLC
4200 University Ave., Suite 200
West Des Moines, IA 50266-5945

PHONE (A/C, No, Ext): 515-453-9357

License#: 1001000272

FAX (A/C, No): 515-237-0169

E-MAIL ADDRESS: nick.ford@assuredpartners.com

CODE:

SUB CODE:

AGENCY CUSTOMER ID #:

COMPANY
Atlantic States Insurance Company
P.O. Box 302
Marietta, PA 17547-0302

INSURED
Cunningham Inc
808 South Market
Oskaloosa IA 52577

LOAN NUMBER

POLICY NUMBER
CPA9246437

EFFECTIVE DATE	EXPIRATION DATE	
01/01/2025	01/01/2026	☐ CONTINUED UNTIL TERMINATED IF CHECKED

THIS REPLACES PRIOR EVIDENCE DATED:

PROPERTY INFORMATION

LOCATION/DESCRIPTION

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION

PERILS INSURED ☐ BASIC ☐ BROAD ☒ SPECIAL ☐

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Leased / Rented Equipment - replacement cost (All Risks)	See Remarks	1,000
Installation Floater	See Remarks	1,000
Building- Business Personal Property - Special Cause of Loss- Replacement Cost	See Remarks	1,000

REMARKS (Including Special Conditions)

RE: Stored materials in the amount of $ 5215 (GRD's and Exhaust Fan/Curb)
Storage Location: 112 6th Ave W, Oskaloosa, IA 52577

City of Clive and DCI Group (220 SE 6th Street, Suite 200, Des Moines IA 50309) is an Additional Insured - Owners, Lessees or Contractors - Including Products -Completed Operations - primary and non-contributory when required in a written contract or agreement with respects to the General Liability policy per form CGD9036 (05/15)

City of Clive and DCI Group (220 SE 6th Street, Suite 200, Des Moines IA 50309) is an Additional Insured - Owners, Lessees or Contractors - Primary and Non-Contributory - Ongoing Operations as required by written contract or agreement with respects to the General Liability policy per form CGD2033 (05/15)

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

NAME AND ADDRESS

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

☐ ADDITIONAL INSURED ☐ LENDER'S LOSS PAYABLE ☐ LOSS PAYEE
☐ MORTGAGEE ☐

LOAN #

AUTHORIZED REPRESENTATIVE

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EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 12/29/2025

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AGENCY
AssuredPartners Great Plains, LLC
4200 University Ave., Suite 200
West Des Moines, IA 50266-5945

PHONE (A/C, No, Ext): 515-453-9357

License#: 1001000272

FAX (A/C, No): 515-237-0169

E-MAIL ADDRESS: nick.ford@assuredpartners.com

CODE:

SUB CODE:

AGENCY CUSTOMER ID #:

COMPANY
Atlantic States Insurance Company
P.O. Box 302
Marietta, PA 17547-0302

INSURED
Cunningham Inc
808 South Market
Oskaloosa IA 52577

LOAN NUMBER

POLICY NUMBER
CPA9246437

EFFECTIVE DATE
01/01/2026

EXPIRATION DATE
01/01/2027

☐ CONTINUED UNTIL TERMINATED IF CHECKED

THIS REPLACES PRIOR EVIDENCE DATED:

PROPERTY INFORMATION

LOCATION/DESCRIPTION

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COVERAGE INFORMATION

PERILS INSURED ☐ BASIC ☐ BROAD ☒ SPECIAL ☐

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Leased / Rented Equipment - replacement cost (All Risks)	See Remarks	1,000
Installation Floater	See Remarks	1,000
Building- Business Personal Property - Special Cause of Loss- Replacement Cost	See Remarks	1,000

REMARKS (Including Special Conditions)

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Storage Location: 112 6th Ave W, Oskaloosa, IA 52577

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CANCELLATION

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ADDITIONAL INTEREST

NAME AND ADDRESS

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

☐ ADDITIONAL INSURED ☐ LENDER'S LOSS PAYABLE ☐ LOSS PAYEE
☐ MORTGAGEE ☐

LOAN #

AUTHORIZED REPRESENTATIVE

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PO 10-2075-01
12/12/25
Dock
149-3575FL
10-2075
12/9/25
Dock 4of4
10-2075
12/9/25
Dock 3of4
PACKING LIST ENCLOSED
PO 11017
10-2075
12/9/25
Dock 1of1
11444
30-2105
12/16/25
Dock
1of2
PO 11444
30-2105
12/16/25
Dock
2of2
ABOUT DAMAGED SHIPMENTS
PO 11017
10-2075
12/9/25
Dock 2of4


PO10-2025-01
12/10/25
DECK
EG-1 COR


PO 11017
10-2075
11/25/25
Dock


10-2075-01
12/17/25
IF SEAL IS BROKEN
STOP

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #4 - DCI Group - City Hall Remodel Phase 2 Project - $28,883.06

SYNOPSIS:
Staff recommends approval of Pay Request #4 to DCI Group for construction management services completed to date for Phase 2 of the City Hall Remodel Project. Demolition work in the Phase 2 area is complete, wall installation is nearly complete and HVAC/plumbing/electrical rough-in work is underway.

Construction Management Services (Fee and Staff Costs)

Estimated Contract Amount	$ 277,201.96	(Contract Approved 8/28/25)
Pay Request #1	$ 24,195.19	Approved 11/13/25
Pay Request #2	$ 25,096.79	Approved 11/13/25
Pay Request #3	**$ 22,391.99**	
Pay Request #4	**$ 25,096.79**	
Balance Remaining	$ 180,421.20	

General Conditions/Reimbursements

Estimated Contract Amount	$ 66,108.99	(Contract Approved 8/28/25)
Pay Request #1	$ 12,729.15	Approved 11/13/25
Pay Request #2	$ 5,416.84	Approved 11/13/25
Pay Request #3	**$ 3,854.12**	
Pay Request #4	**$ 3,786.27**	
Balance Remaining	$ 40,322.61	

Total – Pay Request #4 $ 28,883.06
Acct # 350-5750-6407

Attachments:
1. DCI Group - Phase 2 CMA - Pay App 4 1-8-26

DCI GROUP
DESIGN + CONSTRUCTION INTEGRATION

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

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

INVOICE # 6

Date: 12/31/2025
Invoice #: 25-011-06

CM Services performed:
Clive City Hall - Phase 2

Period Completed:
December 2025

Vendor:	Description	Amount	
DCI Group	Construction	$	20,736.80
DCI Group	Fee	$	4,359.99
DCI Group	Project Reimbursables	$	3,786.27
	TOTAL DUE:	**$**	**28,883.06**

By: _____ Date: _____

DCI GROUP

App # : 6
App Date: December-25

Description of Work	Scheduled Value	Changes	Revised Value	WORK COMPLETED Previous	WORK COMPLETED This Period	Total Completed	Balance Remaining
Clive City Hall - Phase 2							
Construction - Staff	$ 237,962.08	$ -	$ 237,962	$ 58,604.00	$ 20,736.80	$ 79,340.80	$ 158,621.28
CM Fee	$ 39,239.88	$ -	$ 39,240	$ 13,079.96	$ 4,359.99	$ 17,439.95	$ 21,799.93
Reimbursables	$ 66,108.99	$ -	$ 66,109	$ 22,000.11	$ 3,786.27	$ 25,786.38	$ 40,322.61
TOTAL	$ 343,310.95	$ -	$ 343,310.95	$ 93,684.07	$ 28,883.06	$ 122,567.13	$ 220,743.82

Clive City Hall - Phase 2							
Construction							
Personnel	Hourly Rate	Contract	Previous	This Period	Total	Balance	Cost
Project Executive	$ 142.00	156	52	18.4	70.4	86	$ 2,612.80
Project Superintendent	$ 118.00	567	0	0	0	567	$ -
Project Manager	$ 112.00	738	260	92	352	386	$ 10,304.00
Project Engineer	$ 85.00	780	260	92	352	428	$ 7,820.00
Total							$ 20,736.80

Reimbursables			
Vendor	Description	Invoice #	Amount
DCI Group	Safety		$ 500.00
DCI Group	Truck/Fuel		$ 1,350.00
Willscot	Mobile Office	9025229854	$ 1,529.57
A King's Throne	Temp Toilet	167878	$ 406.70
			$ -
			$ -
			$ -
			$ -
		Total	$ 3,786.27

Invoice

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

Date	Invoice #
12/15/2025	CRO167878

Bill To

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

Service Address

DCI Group Clive City Hall
1900 Northwest 114th Street
Clive, Iowa 50325

P.O. No.	Terms	Due Date
Job# 25011	Net 28	1/12/2026

Quantity	Description	Rate	Amount
2	Rental of Construction Unit (12/15/2025 to 1/11/2026)	5.00	10.00T
2	Service of Construction Unit (12/15/2025 to 1/11/2026)	90.00	180.00
2	Service of Construction Unit/Special Clean on 12/10/2025	60.00	120.00
2	Environmental Fee for Special Clean	15.00	30.00
2	Environmental Fee	15.00	30.00
2	Winter Fee	18.00	36.00
	Sales Tax	7.00%	0.70

To Pay Online
www.akingsthrone.com

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

Payments/Credits	$0.00
Total	$406.70
Balance Due	$406.70

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

WILLSCOT™

6400 E MCDOWELL RD. SUITE 300
SCOTTSDALE, AZ 85257

(800) 782-1500
customersuccess@willscot.com
www.willscot.com
Fed ID# 52-0665775

INVOICE

Customer #	Bill to #	Invoice #	Invoice Date	Terms
10434264	141211	9025229854	12/18/2025	NET 10

PAYMENT DUE	**$1,648.96**
INVOICE DUE DATE	**12/28/2025**

820

DCI GROUP INC
220 SE 6TH ST STE 200
DES MOINES IA 50309-4845

BRANCH:

MD DES MOINES IA
3100 DIXON ST
DES MOINES IA 50313
(515) 666-8143

Contract #	Contract Start Date	Customer PO	Ordered By	Rental Period	Job Location
1002522418	10/24/2024	TBD	Seth Riggs (515) 450-8969	12/18/2025 - 1/14/2026	1801 NW 114TH ST CLIVE IA 50325

Quantity	Item #/Description	Price/Rate	Amount
Rental Pricing Per Billing Cycle			
	60x12 Mobile Office or Similar SFS-00517	$974.00	$974.00 T*
	PERSONAL PROPERTY EXPENSES		0.00 T*
1	Professional Conference Package	$143.75	$143.75 T*
1	General Liability Insurance	$18.00	$18.00 T*
2	Prof. Entrance - Steps w/ Canopy	$100.00	$200.00 T*
1	Window/Door Security Bundle - 40ft & Gre	$93.75	$93.75 T*
Other Charges			
~~1~~	~~INTEREST CHARGE~~	~~$84.39~~	~~$84.39~~ ~~N*~~
		Sub-total	$1,513.89
		~~Late Payment Fee~~	~~$35.00~~ ~~N*~~
		Tax	$100.07
		INVOICE TOTAL	**$1,648.96**

$1,529.57

Invoice in USD

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800.782.1500 WillScotSolutionsCenter.com

You remain responsible for the invoice balance if there is an issue with your method of payment. Late fees and interest charges may be assessed if payment is not made within terms.

PLEASE REMIT WITH PAYMENT

INVOICE TOTAL	**$1,648.96**
Invoice #:	**9025229854**
Due Date:	**12/28/2025**
Customer:	**DCI GROUP INC**
Customer #:	**10434264**

PLEASE REMIT TO:

WILLIAMS SCOTSMAN, INC.
PO BOX 91975
CHICAGO IL 60693-1975

5245106.20251207752O4.00820

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #4 - NAI Electrical - City Hall Remodel Phase 2 Project - $76,116.87

SYNOPSIS:
Staff is recommending approval of pay request #4 to NAI Electrical for construction completed on phase 2 of the City Hall Renovation Project. NAI Electrical is responsible for Prime Contract #4 – Electrical and Low Voltage. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #4 – Electrical and Low Voltage

Contract Amount	$	216,160.00	Contract Approved 8/28/25
Change Order #2	$	10,850.00	Approved by CM 12/1/25
Revised Contract Amount	$	227,010.00	
Pay Request #1	$	2,667.50	Approved 10/9/25
Pay Request #2	$	24,067.64	Approved 11/13/25
Pay Request #3	$	38,268.44	Approved 12/11/25
Pay Request #4	**$**	**76,116.87**	
Balance Remaining	$	85,889.55	
3% Retainage Held	$	4,364.55	
Total – Pay Request #4	**$**	**76,116.87**	

Acct # 350-5750-6799

Attachments:
1. Clive City Hall P2 - NAI Pay App 4

TO CONTRACTOR:

PROJECT:
Clive City Hall - Phase 2
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 4
INVOICE NO: 75826
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 25011
CONTRACT NO: SC-004 City Hall Phase 2
CONTRACT DATE: 08/28/2025
CERTIFICATE DATE: 12/30/2025
SUBMITTED DATE:

FROM SUBCONTRACTOR:
Nikkel and Associates, Inc.
2730 Ford St Suite 101
Ames, Iowa 50010

SUBCONTRACT FOR: BP#4 Electrical

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$216,160.00
2.	Net change by change orders		$10,850.00
3.	Contract Sum to date (Line 1 ± 2)		$227,010.00
4.	Total completed and stored to date (Column G on detail sheet)		$145,485.00
5.	Retainage:		
	a. 3.00% of completed work	$4,364.55	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$4,364.55
6.	Total earned less retainage (Line 4 less Line 5 Total)		$141,120.45
7.	Less previous certificates for payment (Line 6 from prior certificate)		$65,003.58
8.	Current payment due:		$76,116.87
9.	Balance to finish, including retainage (Line 3 less Line 6)		$85,889.55

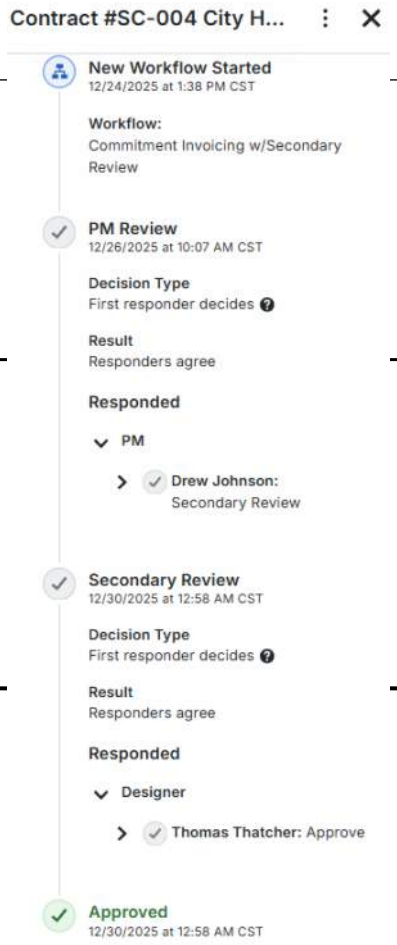
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$10,850.00	$0.00
Total approved this month:	$0.00	$0.00
Totals:	$10,850.00	$0.00
Net change by change orders:	$10,850.00	

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

SUBCONTRACTOR: Nikkel and Associates, Inc.

By: _____

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



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

APPLICATION NUMBER: 4
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	26-260000.000.Subcontract BP#4 Electrical	BOND, PERMIT	$201.00	$201.00	$0.00	$0.00	$201.00	100.00%	$0.00	$6.03
2	26-260000.000.Subcontract BP#4 Electrical	START-UP AND MOBILIZATION MATERIALS	$8,077.00	$8,077.00	$0.00	$0.00	$8,077.00	100.00%	$0.00	$242.31
3	26-260000.000.Subcontract BP#4 Electrical	START-UP AND MOBILIZATION LABOR	$379.00	$379.00	$0.00	$0.00	$379.00	100.00%	$0.00	$11.37
4	26-260000.000.Subcontract BP#4 Electrical	TEMPORARY MATERIALS	$300.00	$300.00	$0.00	$0.00	$300.00	100.00%	$0.00	$9.00
5	26-260000.000.Subcontract BP#4 Electrical	TEMPORARY LABOR	$400.00	$400.00	$0.00	$0.00	$400.00	100.00%	$0.00	$12.00
6	26-260000.000.Subcontract BP#4 Electrical	DEMO MATERIALS	$680.00	$680.00	$0.00	$0.00	$680.00	100.00%	$0.00	$20.40
7	26-260000.000.Subcontract BP#4 Electrical	DEMO LABOR	$10,726.00	$10,726.00	$0.00	$0.00	$10,726.00	100.00%	$0.00	$321.78
8	26-260000.000.Subcontract BP#4 Electrical	GEAR MATERIALS	$10,461.00	$10,461.00	$0.00	$0.00	$10,461.00	100.00%	$0.00	$313.83
9	26-260000.000.Subcontract BP#4 Electrical	GEAR LABOR	$1,408.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,408.00	$0.00
10	26-260000.000.Subcontract BP#4 Electrical	CONDUIT MATERIALS	$13,492.00	$11,126.00	$2,366.00	$0.00	$13,492.00	100.00%	$0.00	$404.76
11	26-260000.000.Subcontract BP#4 Electrical	CONDUIT LABOR	$28,173.00	$12,006.00	$14,000.00	$0.00	$26,006.00	92.31%	$2,167.00	$780.18
12	26-260000.000.Subcontract BP#4 Electrical	INTERIOR LIGHTING MATERIAL	$9,258.00	$7,214.00	$2,044.00	$0.00	$9,258.00	100.00%	$0.00	$277.74
13	26-260000.000.Subcontract BP#4 Electrical	INTERIOR LIGHTING LABOR	$9,606.00	$0.00	$0.00	$0.00	$0.00	0.00%	$9,606.00	$0.00
14	26-260000.000.Subcontract BP#4 Electrical	DEVICES MATERIAL	$13,348.00	$805.00	$10,540.00	$0.00	$11,345.00	84.99%	$2,003.00	$340.35
15	26-260000.000.Subcontract BP#4 Electrical	DEVICES LABOR	$5,098.00	$0.00	$0.00	$0.00	$0.00	0.00%	$5,098.00	$0.00
16	26-260000.000.Subcontract	WIRE MATERIAL	$20,575.00	$0.00	$12,650.00	$0.00	$12,650.00	61.48%	$7,925.00	$379.50

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP#4 Electrical									
17	26-260000.000.Subcontract BP#4 Electrical	WIRE LABOR	$9,889.00	$0.00	$0.00	$0.00	$0.00	0.00%	$9,889.00	$0.00
18	26-260000.000.Subcontract BP#4 Electrical	FIRE ALARM MATERIALS	$7,884.00	$0.00	$2,000.00	$0.00	$2,000.00	25.37%	$5,884.00	$60.00
19	26-260000.000.Subcontract BP#4 Electrical	FIRE ALARM LABOR	$4,062.00	$0.00	$0.00	$0.00	$0.00	0.00%	$4,062.00	$0.00
20	26-260000.000.Subcontract BP#4 Electrical	STRUCTURED CABLING MATERIALS	$9,041.00	$0.00	$0.00	$0.00	$0.00	0.00%	$9,041.00	$0.00
21	26-260000.000.Subcontract BP#4 Electrical	STRUCTURED CABLING LABOR	$12,047.00	$0.00	$2,000.00	$0.00	$2,000.00	16.60%	$10,047.00	$60.00
22	26-260000.000.Subcontract BP#4 Electrical	A/V MATERIALS	$18,701.00	$0.00	$18,701.00	$0.00	$18,701.00	100.00%	$0.00	$561.03
23	26-260000.000.Subcontract BP#4 Electrical	A/V LABOR	$1,890.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,890.00	$0.00
24	26-260000.000.Subcontract BP#4 Electrical	VIDEO MANAGEMENT MATERIAL	$5,434.00	$0.00	$2,170.00	$0.00	$2,170.00	39.93%	$3,264.00	$65.10
25	26-260000.000.Subcontract BP#4 Electrical	VIDEO MANAGEMENT LABOR	$56.00	$0.00	$0.00	$0.00	$0.00	0.00%	$56.00	$0.00
26	26-260000.000.Subcontract BP#4 Electrical	INTRUSION DETECTION MATERIAL	$13,918.00	$0.00	$9,000.00	$0.00	$9,000.00	64.66%	$4,918.00	$270.00
27	26-260000.000.Subcontract BP#4 Electrical	INTRUSION DETECTION LABOR	$56.00	$0.00	$0.00	$0.00	$0.00	0.00%	$56.00	$0.00
28	26-260000.000.Subcontract BP#4 Electrical	CLOSE OUT DOCUMENTS	$1,000.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,000.00	$0.00
		TOTALS:	**$216,160.00**	**$62,375.00**	**$75,471.00**	**$0.00**	**$137,846.00**	**63.77%**	**$78,314.00**	**$4,135.38**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
29	**CCO #001 NAI CO#1**								
29.1	**PCO #001 CO#1 Contract Schedule Update**								
29.1.1	26-260000.000.Subcontract BP#4 Electrical	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	$0.00
30	**CCO #002 NAI CO#2**								

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
30.1	**PCO #002 CO#2 - NAI**								
30.1.1	26-260000.000.Subcontract BP#4 Electrical ITC 02 - Fire Alarm AHJ Comments	$1,740.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,740.00	$0.00
30.1.2	26-260000.000.Subcontract BP#4 Electrical Trenching & Cabling	$9,110.00	$4,639.00	$3,000.00	$0.00	$7,639.00	83.85%	$1,471.00	$229.17
	TOTALS:	**$10,850.00**	**$4,639.00**	**$3,000.00**	**$0.00**	**$7,639.00**	**70.41%**	**$3,211.00**	**$229.17**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$227,010.00**	**$67,014.00**	**$78,471.00**	**$0.00**	**$145,485.00**	**64.09%**	**$81,525.00**	**$4,364.55**

AIA® Document G702™ – 1992

Application and Certificate for Payment

TO OWNER:
City of Clive
1900 NW 114th St
Clive, IA 50325

PROJECT:
City of Clive City Hall Phase 2 Remodel
1900 NW 114th St

FROM CONTRACTOR:
Nikkel & Associates, Inc.
2730 Ford Street, Suite 101
Ames, IA 50010-6442

VIA ARCHITECT:
LJ1413

APPLICATION NO: 4
PERIOD TO: 12/31/2025
CONTRACT FOR: City of Clive City Hall Phase
CONTRACT DATE: 8/28/2025
PROJECT NOS: CITY HALL PH 2 /
INVOICE NO: 75826

Distribution to:
OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	$	216,160.00
2. NET CHANGE BY CHANGE ORDERS	$	9,110.00
3. CONTRACT SUM TO DATE *(Line 1 ± 2)*	$	225,270.00
4. TOTAL COMPLETED & STORED TO DATE *(Column G on G703)*	$	145,485.00
5. RETAINAGE:		
a. 3 % of Completed Work *(Columns D + E on G703)*	$	4,364.55
b. 0 % of Stored Material *(Column F on G703)*	$	0.00
Total Retainage *(Lines 5a + 5b, or Total in Column I of G703)*	$	4,364.55
6. TOTAL EARNED LESS RETAINAGE *(Line 4 minus Line 5 Total)*	$	141,120.45
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT *(Line 6 from prior Certificate)*	$	65,003.58
8. CURRENT PAYMENT DUE	$	76,116.87
9. BALANCE TO FINISH, INCLUDING RETAINAGE *(Line 3 minus Line 6)*	$	84,149.55

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$ 9,110.00	$ 0.00
Total approved this month	$ 0.00	$ 0.00
TOTAL	$ 9,110.00	$ 0.00
NET CHANGES by Change Order	$ 9,110.00	

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

CONTRACTOR: Nikkel & Associates, Inc.
By: Chris Burkham Date: 12-23-2025
State of: IA
County of: Story
Subscribed and sworn to before me this 23rd day of December 2025
Notary Public: Lydia M Sharar
My commission expires: 4/6/2026

LYDIA SHARAR
Commission Number 824668
My Commission Expires
4/6/26

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

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

ARCHITECT:
By: _____ Date: _____

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

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

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010711ACD44

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK BILLED		MATERIALS STORED THIS PERIOD	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% G/C	BALANCE TO FINISH (C-G)	RETAINAGE
			FROM PREV. APPLICATION (D+E+F)	THIS PERIOD					
1	Bond, Permit	201.00	201.00	0.00	0.00	201.00	100	0.00	6.03
2M	Start-Up and Mobilization Materials	8,077.00	8,077.00	0.00	0.00	8,077.00	100	0.00	242.31
2L	Start-Up and Mobilization Labor	379.00	379.00	0.00	0.00	379.00	100	0.00	11.37
3M	Temporary Materials	300.00	300.00	0.00	0.00	300.00	100	0.00	9.00
3L	Temporary Labor	400.00	400.00	0.00	0.00	400.00	100	0.00	12.00
4M	Demo Materials	680.00	680.00	0.00	0.00	680.00	100	0.00	20.40
4L	Demo Labor	10,726.00	10,726.00	0.00	0.00	10,726.00	100	0.00	321.78
5M	Gear Materials	10,461.00	10,461.00	0.00	0.00	10,461.00	100	0.00	313.83
5L	Gear Labor	1,408.00	0.00	0.00	0.00	0.00	0	1,408.00	0.00
6M	Conduit Materials	13,492.00	11,126.00	2,366.00	0.00	13,492.00	100	0.00	404.76
6L	Conduit Labor	28,173.00	12,006.00	14,000.00	0.00	26,006.00	92	2,167.00	780.18
7M	Interior Lighting Material	9,258.00	7,214.00	2,044.00	0.00	9,258.00	100	0.00	277.74
7L	Interior Lighting Labor	9,606.00	0.00	0.00	0.00	0.00	0	9,606.00	0.00
8M	Devices Material	13,348.00	805.00	10,540.00	0.00	11,345.00	85	2,003.00	340.35
8L	Devices Labor	5,098.00	0.00	0.00	0.00	0.00	0	5,098.00	0.00
9M	Wire Material	20,575.00	0.00	12,650.00	0.00	12,650.00	61	7,925.00	379.50
9L	Wire Labor	9,889.00	0.00	0.00	0.00	0.00	0	9,889.00	0.00
10M	Fire Alarm Materials	7,884.00	0.00	2,000.00	0.00	2,000.00	25	5,884.00	60.00
10L	Fire Alarm Labor	4,062.00	0.00	0.00	0.00	0.00	0	4,062.00	0.00
11M	Structured Cabling Materials	9,041.00	0.00	0.00	0.00	0.00	0	9,041.00	0.00
11L	Structured Cabling Labor	12,047.00	0.00	2,000.00	0.00	2,000.00	17	10,047.00	60.00
12M	A/V Materials	18,701.00	0.00	18,701.00	0.00	18,701.00	100	0.00	561.03
12L	A/V Labor	1,890.00	0.00	0.00	0.00	0.00	0	1,890.00	0.00
13M	Video Management Material	5,434.00	0.00	2,170.00	0.00	2,170.00	40	3,264.00	65.10
13L	Video Management Labor	56.00	0.00	0.00	0.00	0.00	0	56.00	0.00
14M	Instrusion Detection Material	13,918.00	0.00	9,000.00	0.00	9,000.00	65	4,918.00	270.00
14L	Instrusion Detection Labor	56.00	0.00	0.00	0.00	0.00	0	56.00	0.00
15	Close Out Documents - Min $1000.00	1,000.00	0.00	0.00	0.00	0.00	0	1,000.00	0.00
Z2	CO#2	9,110.00	4,639.00	3,000.00	0.00	7,639.00	84	1,471.00	229.17
	Totals	225,270.00	67,014.00	78,471.00	0.00	145,485.00	65	79,785.00	4,364.55

CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

Project: City of Clive City Hall Phase
2 Remodel
1900 NW 114th St
Clive, IA 50325

On receipt by the undersigned of a check from City of Clive in the sum of SEVENTY SIX THOUSAND ONE HUNDRED SIXTEEN DOLLARS AND 87 CENTS (76,116.87) payable to Nikkel & Associates, Inc., and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any Mechanic's Lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position, the undersigned has on the above referenced project to the following extent.

This release covers a progress payment for all labor, services, equipment and materials furnished to the project site or to City of Clive through 12/31/2025 only and does not cover any retention, pending modifications and changes or items furnished after said date. Before any recipient of this document relies on it, that person should verify evidence of payment to the undersigned.

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

12-23-2025
(Date)

(Signature)

General Manager
(Title)

Nikkel & Associates, Inc.
dba : NAI Electrical Contractors

Subscribed and sworn before me, the undersigned Notary Public, within the State of

Iowa for the County of Story this 23

day of December, 2025.

(Place Notary Seal Here)

LYDIA SHARAR
Commission Number 824668
My Commission Expires
4/16/26

SUPPLIER LIEN WAIVER

I/We hereby waive all rights and claims for land an on buildings to be erected, being erected, altered or repaired and to the appurtenances thereunto for **City of Clive** (owner), by **Echo Electric Supply** (Material Supplier), for **NAI Electrical Contractors** (Subcontractor), same being situated in AMES, IOWA, described as **PO# City Hall Ph 2 City of Clive City Hall Phase 2 Remodel LJ1413** for all materials furnished for the erection, construction, alteration, or repair of said building and appurtenances **through 11/21/2025 totaling $8,207.02, $7,373.50 of which is conditional upon receipt of payment** (see invoice list below).

Invoices Paid:
S011465142.001
S011479375.001

Invoices to be Paid by 10th of next month:
S011496862.001
S011496881.001
S011496881.002
S011501260.001
S011496862.002
S011504463.001
S011505147.001
S011507574.001
S011506274.001
S011513500.001
S011399707.002
S011513057.001
S011513057.002

Material Supplier: Echo Electric Supply

By: _____

Title: Credit Manager

Subscribed and sworn before me this 1 day of Dec, 2025

Notary Public: Cheryl Sealock

My Commission Expires: 12/05/28

CHERYL SEALOCK
Commission Number 844373
MY COMMISSION EXPIRES
DECEMBER 5, 2028

SUPPLIER LIEN WAIVER

I/We hereby waive all rights and claims for land an on buildings to be erected, being erected, altered or repaired and to the appurtenances thereunto for **City of Clive** (owner), by **CEC/Communications Eng. Co** (Material Supplier), for **NAI Electrical Contractors** (Subcontractor), same being situated in AMES, IOWA, described as **PO# City Hall Ph 2 City of Clive City Hall Phase 2 Remodel LJ1413** for all materials furnished for the erection, construction, alteration, or repair of said building and appurtenances **through 12/18/2025 totaling $37,225.79, $37,225.79 of which is conditional upon receipt of payment** (see invoice list below).

Invoices Paid:

Invoices to be Paid:
1-456608

Material Supplier: CEC

By: Emily Carson

Title: Senior Accountant- AR/Collections

Subscribed and sworn before me this 23rd day of Dec, 2025

Notary Public: Angela Miglia

My Commission Expires: _____

ANGELA K. MIGLIA
Commission Number 857235
My Commission Expires
July 15, 2027

Memo

TO: Mayor and Council members
FROM: Alyssa Welling, Administrative Assistant
DATE: January 8, 2026
RE: Approve Pay Request #6 - Hansen Company - Linnan Park Construction Project - $16,710.50

SYNOPSIS:
Staff recommends approval of Pay Request #6 to Hansen Company for the work completed to date on the Linnan Park Construction Project.

Total contract amount: **$717,571.00**
Pay Request #6: **$16,710.50**
Total Requested to Date: **$249,748.25**
Remaining contract amount: **$467,822.75**

Attachments:
1. 24-936 Linnan Park - Pay App 6 1225

The Hansen Company, Inc.
5665 Greendale Road, Suite A
Johnston, Iowa 50131
Phone (515) 270-1117
Fax (515) 270-3829
www.hansencompany.com

INVOICE

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

Invoice:	24-936-1225
Date:	12/31/2025
Job #:	24-936
Project:	Linnan Park
	8500 Alice Ave. Clive, IA
Vendor:	CICL

PAY APPLICATION #6	$	17,590.00
LESS 5% RETENTION	$	(879.50)
AMOUNT DUE	$	16,710.50

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702 PAGE ONE OF ONE PAGES

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

PROJECT: Linnan Park
8500 Alice Ave.
Clive, IA 50325

APPLICATION NO: 6

Distribution to:
x OWNER
ARCHITECT
CONTRACTOR

PERIOD TO: 12/31/2025

FROM CONTRACTOR: Hansen Company
5665 Greendale Rd.
Johnston, IA 50131

VIA ARCHITECT: SmithGroup
44 East Miffln Street
Suite 500
Madison, WI 53703

PROJECT NOS:

CONTRACT FOR: Linnan Park

CONTRACT DATE 4/23/2025

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM		$ 717,571.00
2. Net change by Change Orders		$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 717,571.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 262,892.90
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	$ 13,144.65	
b. 5 % of Stored Material (Column F on G703)	$ 0.00	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 13,144.65
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 249,748.25
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 233,037.75
8. CURRENT PAYMENT DUE		$ 16,710.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	467,822.75

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

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

CONTRACTOR: Hansen Company, Inc.

By: Lu Ball Date: 12/23/25

State of: Iowa County of: Polk
Subscribed and sworn to before me this 23rd day of December
Notary Public: Susan Birks
My Commission expires: 4-2-27

NOTARIAL SEAL IOWA
SUSAN BIRKS
Commission Number 809827
My Commission Expires
April 2, 2027

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED . . . . . $ _____

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

By: _____ Date: _____

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

AIA DOCUMENT G702 · APPLICATION AND CERTIFICATION FOR PAYMENT · 1992 EDITION · AIA · ©1992 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292
Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 6
APPLICATION DATE: 12/31/2025
PERIOD TO: 12/31/2025
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Project Manager / Engineer	$90,069.00	$44,720.00	$6,240.00		$50,960.00	56.58%	$39,109.00	$2,548.00
2	Superintendent	$186,899.00	$63,480.00	$1,100.00		$64,580.00	34.55%	$122,319.00	$3,229.00
3	Project Coordinator	$26,000.00	$4,705.00	$130.00		$4,835.00	18.60%	$21,165.00	$241.75
4	Pre-Construction Manager	$5,000.00	$5,000.00	$0.00		$5,000.00	100.00%		$250.00
5	Truck / Mileage	$22,200.00	$8,687.63	$0.00		$8,687.63	39.13%	$13,512.37	$434.38
6	Project Management Software	$3,600.00	$1,323.00	$180.00		$1,503.00	41.75%	$2,097.00	$75.15
7	Safety Expenses	$9,000.00	$1,400.00	$350.00		$1,750.00	19.44%	$7,250.00	$87.50
8	Temp Phones / Internet / Toilets	$7,200.00	$2,398.42	$0.00		$2,398.42	33.31%	$4,801.58	$119.92
9	Office Trailer	$18,000.00	$4,875.00	$1,500.00		$6,375.00	35.42%	$11,625.00	$318.75
10	Tools & Equipment	$54,000.00	$16,320.09	$4,000.00		$20,320.09	37.63%	$33,679.91	$1,016.00
11	Project Signage	$2,000.00	$2,000.00	$0.00		$2,000.00	100.00%		$100.00
12	Dumpsters	$35,000.00	$6,770.00	$350.00		$7,120.00	20.34%	$27,880.00	$356.00
13	General Labor / Cleaning	$31,000.00	$2,710.00	$540.00		$3,250.00	10.48%	$27,750.00	$162.50
14	Layout / Staking	$35,000.00	$9,750.00	$0.00		$9,750.00	27.86%	$25,250.00	$487.50
15	Bid Document Pricing	$2,979.00	$2,011.14	$0.00		$2,011.14	67.51%	$967.86	$100.56
16	Temp. Fencing	$29,250.00	$18,800.00	$0.00		$18,800.00	64.27%	$10,450.00	$940.00
17	SWPPP	$32,650.00	$7,460.00	$600.00		$8,060.00	24.69%	$24,590.00	$403.00
18	General Liability Insurance	$5,958.00	$2,015.80	$100.00		$2,115.80	35.51%	$3,842.20	$105.79
19	Fee	$121,766.00	$40,876.82	$2,500.00		$43,376.82	35.62%	$78,389.18	$2,168.84
20									
21									
22									
23									
24									
25									
	PAGE 1 TOTALS	$717,571.00	$245,302.90	$17,590.00	$0.00	$262,892.90	36.64%	$454,678.10	$13,144.65

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Approve Pay Request #6 (Final) - Howrey Construction, Inc. - Little WalnutCreek Trail Reconstruction East of Alice's Road - $26,841.11

SYNOPSIS:
Staff is recommending approval of a Pay Request to Howrey Construction, Inc. for work performed on the above referenced project.

Pay Estimate #6 (Final) - $26,841.11

A breakdown of the contract status is as follows:

Contract Amount	-	$733,547.88
Paid to Date	-	$711,541.44
Contract Remaining	-	$ 22,006.44

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

Attachments:
1. Pay Request #6

City of Clive
Payment Invoice
Little Walnut Creek Trail Reconstruction

Description	Little Walnut Creek Trail Reconstruction, East of Alice's Road
Payment Number	6
Pay Period	11/16/2025 to 12/15/2025
Approval Date	01/08/2026
Prime Contractor	Howrey Construction PO Box 385 Bondurant, IA 50035
Payment Status	Pending
Awarded Project Amount	$807,787.50
Authorized Amount	$733,547.88

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0160	25-016	EACH	-8.000	$500.000	-$4,000.00
Pipe Culvert, Trenched, CMP 15"					
0165	25-016	EACH	8.000	$500.000	$4,000.00
Pipe Apron, CMP 15"					
0170	25-017	EACH	-4.000	$1,700.000	-$6,800.00
Pipe Culvert, Trenched, RCP 15"					
0175	25-017	EACH	4.000	$1,700.000	$6,800.00
Pipe Apron, RCP 15"					
0190	25-019	EACH	-1.000	$4,500.000	-$4,500.00
Pipe Culvert, Trenched, RCP 19x30 (ell)"					
0195	25-019	EACH	1.000	$4,500.000	$4,500.00
				Project Total:	**$27,671.25**

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Pipe Apron, RCP 19x30 (ell)"					
0400	25-040	LF	1,565.000	$2.250	$3,521.25
Filter Sock, 12"					
0590	25-100	ACRE	4.400	$3,750.000	$16,500.00
Riparian Seed Mix					
0600	25-101	ACRE	5.100	$1,500.000	$7,650.00
Mow and Overseed					
					Section Total: $27,671.25
					Project Total: $27,671.25

Summary

Current Approved Work:	$27,671.25	**Approved Work To Date:**	$733,547.88
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	$830.14	**Retainage To Date:**	$22,006.44
Current Retainage Released:	$0.00	**Retainage Released To Date:**	$0.00
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$26,841.11	**Payments To Date:**	$711,541.44
Previous Payment:	$22,383.77	**Previous Payments To Date:**	$684,700.33

Mayor, City of Clive	**Date**
Project Engineer, Jim Hagelie	**Date**
Field Engineer, Tony Clemenson	**Date**
Contractor, Howrey Construction.	**Date**

Memo

TO: Mayor and Council members
FROM: Alyssa Welling, Administrative Assistant
DATE: January 8, 2026
RE: Approve Pay Request #6 - On Track Construction, LLC - Linnan Park Construction Project - $46,913.08

SYNOPSIS:
Staff recommends approval of Pay Request #6 to On Track Construction, LLC for the work completed to date on the Linnan Park Construction Project.

Total contract amount: **$1,193,000.00**
Pay Request #6: **$46,913.08**
Total Requested to Date: **$993,536.08**
Remaining contract amount: **$199,463.92**

Attachments:
1. On Track Pay Estimate #6 12.31.25

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

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

Project: Clive Linnan Park

APPLICATION NO: 6
APPLICATION DATE: 23-Dec-25
PERIOD TO: 31-Dec-25

Distribution to:
[ ] OWNER
[ ] ARCHITECT
[x] CONTRACTOR
[ ]
[ ]

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

Contractor PO# 2521CL - 6

CONTRACT FOR: JOB# 2521CL

CONTRACT DATE: 22-May-25

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM			$ 1,193,000.00
2. Net change by Change Orders			$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)			$ 1,193,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)			$ 1,024,264.00
5. RETAINAGE:			
a. 3 % of Completed Work (Column D + E on G703)	$	30,727.92	
b. % of Stored Material (Column F on G703)	$		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)			$ 30,727.92
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)			$ 993,536.08
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			$ 946,623.00
8. CURRENT PAYMENT DUE			$ **46,913.08**
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)			199,463.92

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

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

CONTRACTOR:

By: _____ Date: 12/19/2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED . . . . . $ _____

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

ARCHITECT:

By: _____ Date: _____

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

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Clive Linnan Park JOB# 2521CL APPLICATION DATE: 12/23/2025 APPLICATION # 6

B	C	D	E1	F4	G1	G2	H	I
Work Description	**Scheduled Value**	**From Previous Application**	**This Period**	**Presently Stored Materials**	**Total Completed and Stored To Date**	**Percent Complete**	**Balance To Finish**	**Retainage**
BASE CONTRACT								
Mobilization, Bonds & Insurance	$ 100,000.00	$75,000.00	$15,000.00		$90,000.00	90.00%	$10,000.00	$2,700.00
Clearing & Grubbing	$ 35,000.00	$35,000.00			$35,000.00	100.00%	$0.00	$1,050.00
Removals- Pavement Removal	$ 49,626.00	$42,600.00			$42,600.00	85.84%	$7,026.00	$1,278.00
Earthwork - Construction Entrance, 6" Depth	$ 5,000.00	$5,000.00			$5,000.00	100.00%	$0.00	$150.00
Eartwork - Strip to Stockpile	$ 29,142.00	$29,142.00			$29,142.00	100.00%	$0.00	$874.26
Earthwork - Excavation Cut to Fill	$ 27,756.00	$20,000.00	$7,756.00		$27,756.00	100.00%	$0.00	$832.68
Earthwork - Excavation Cut to Export	$ 13,216.00	$6,608.00	$6,608.00		$13,216.00	100.00%	$0.00	$396.48
Earthwork- Subgrade Prep- 5% Cement Stabilized	$ 107,300.00	$25,000.00			$25,000.00	23.30%	$82,300.00	$750.00
Earthwork - Backfill & Respread	$ 39,405.00				$0.00	0.00%	$39,405.00	$0.00
Earthwork - Bio Rentention	$ 49,005.00		$19,000.00		$19,000.00	38.77%	$30,005.00	$570.00
Removals - Utilities	$ 46,850.00	$46,850.00			$46,850.00	100.00%	$0.00	$1,405.50
Utilites - Watermain	$ 43,100.00	$43,100.00			$43,100.00	100.00%	$0.00	$1,293.00
Utilites - Sanitary Sewer	$ 67,800.00	$67,800.00			$67,800.00	100.00%	$0.00	$2,034.00
Utilites - Storm Piping	$ 141,200.00	$141,200.00			$141,200.00	100.00%	$0.00	$4,236.00
Utilites - Storm Structures	$ 130,600.00	$130,600.00			$130,600.00	100.00%	$0.00	$3,918.00
Utilities - Subdrain Piping	$ 105,500.00	$105,500.00			$105,500.00	100.00%	$0.00	$3,165.00
Utilites - Underground Detention System	$ 195,000.00	$195,000.00			$195,000.00	100.00%	$0.00	$5,850.00
Traffic Control	$ 7,500.00	$7,500.00			$7,500.00	100.00%	$0.00	$225.00
TOTAL	$1,193,000.00	$975,900.00	$48,364.00	$0.00	$1,024,264.00	85.86%	$168,736.00	$30,727.92

Memo

TO: Mayor and Council members
FROM: Jonathan Cygan, Civil Engineer
DATE: January 8, 2026
RE: Approve Pay Request #8 (Final) - Release of Retainage - Caliber Concrete LLC - 2025 NW 138th Street HMA Overlay - $8,026.73

SYNOPSIS:
Staff is recommending approval of a Pay Request to Caliber Concrete LLC. for work performed on the above referenced project. This pay estimate covers the release of retainage for the project.

Pay Estimate #8 (Final Payment) - $8,026.73

A breakdown of the contract status is as follows:

Amended Contract Amount	-	$761,016.74
Paid to Date	-	$761,016.74
Contract Remaining	-	$0.00

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

Attachments:
1. Pay Request #8(Final)

City of Clive
Payment Invoice
NW 138TH STREET HMA OVERLAY

Description	Full depth patching and HMA overlay of NW 138th St. and Lake Point.
Payment Number	8
Pay Period	10/17/2025 to 12/15/2025
Prime Contractor	Caliber Concrete, LLC 1617 280th ST Adair, IA 50002
Payment Status	Pending
Awarded Project Amount	$770,789.72
Authorized Amount	$761,016.74

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
					Project Total: $0.00

Summary

Current Approved Work:	$0.00	**Approved Work To Date:**	$761,016.74
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	$0.00	**Retainage To Date:**	$38,050.84
Current Retainage Released:	$8,026.73	**Retainage Released To Date:**	$38,050.84
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$8,026.73	**Payments To Date:**	$761,016.74
Previous Payment:	$30,000.00	**Previous Payments To Date:**	$752,990.01

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

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Pay Request #8 (Final) - DeVries Electric - City Hall-Library Renovation Phase 1 Project - $32,028.68

SYNOPSIS:
Staff is recommending approval of pay request #8 (Final) to DeVries Electric for construction completed on phase 1 of the City Hall & Library Renovation Project. This will be the final payment and retainage release. DeVries is responsible for Prime Contracts #5 – Electrical & Low Voltage. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #5 – Electrical & Low Voltage

Contract Amount	$	613,400.00	Contract Approved 12/12/24
Change Order #1	$	1,331.77	Approved by City Council 3/13/25
Change Order #2	$	3,447.62	Approved by CM 3/4/25
Change Order #3	$	5,241.59	Approved by CM 5/7/25
Change Order #4	$	15,521.78	Approved by CM 7/7/25
Change Order #5	$	1,447.85	Approved by CM 7/23/25
Change Order #6	$	183.02	Approved by CM 9/8/25
Revised Contract Amount	$	640,573.63	
Pay Request #1	$	86,239.10	Approved 3/13/25
Pay Request #2	$	63,765.90	Approved 4/10/25
Pay Request #3	$	183,068.80	Approved 5/22/25
Pay Request #4	$	88,331.00	Approved 6/12/25
Pay Request #5	$	23,663.92	Approved 7/10/25
Pay Request #6	$	147,337.75	Approved 9/11/25
Pay Request #7	$	16,138.48	Approved 10/9/25
Pay Request #8 – Final	**$**	**32,028.68**	
Balance Remaining	$	0	
5% Retainage Held	$	0	
Total – Pay Request #8	**$**	**32,028.68**	

Acct # 350-5750-6799

Attachments:
1. DeVries Pay App 8 - Final

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

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

APPLICATION NO: 8
INVOICE NO: RETAINAGE
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 23048
CONTRACT NO: SC-005 Clive City Hall
CONTRACT DATE: 12/12/2024
CERTIFICATE DATE: 12/30/2025
SUBMITTED DATE:

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

SUBCONTRACT FOR: BP #5 Electrical

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$613,400.00
2.	Net change by change orders		$27,173.63
3.	Contract Sum to date (Line 1 ± 2)		$640,573.63
4.	Total completed and stored to date (Column G on detail sheet)		$640,573.63
5.	Retainage:		
	a. 0.00% of completed work	$0.00	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$0.00
6.	Total earned less retainage (Line 4 less Line 5 Total)		$640,573.63
7.	Less previous certificates for payment (Line 6 from prior certificate)		$608,544.95
8.	Current payment due:		$32,028.68
9.	Balance to finish, including retainage (Line 3 less Line 6)		$0.00

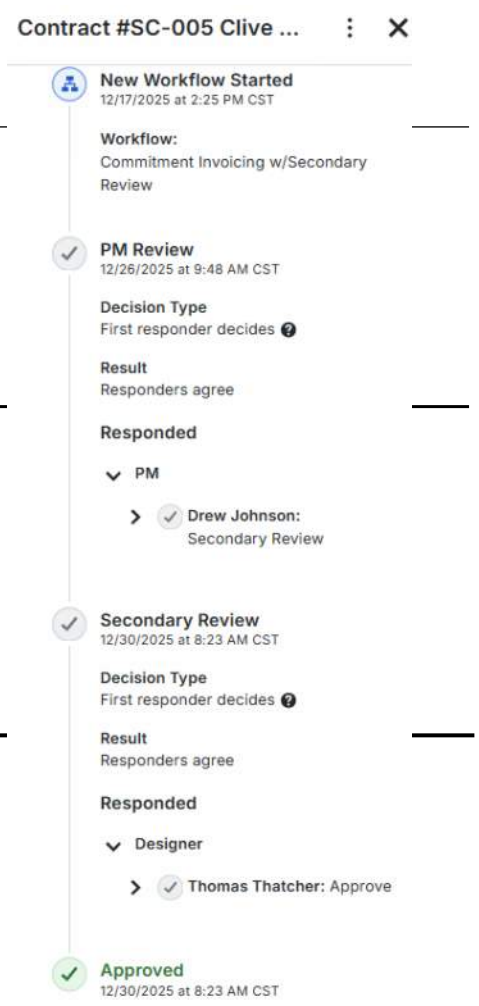
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$28,747.25	$(1,573.62)
Total approved this month:	$0.00	$0.00
Totals:	$28,747.25	$(1,573.62)
Net change by change orders:	$27,173.63	

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

SUBCONTRACTOR: DeVries Electric

By: _____

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



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

APPLICATION NUMBER: 8
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	26-260000.000.Subcontract BP #5 Electrical	Rough-in Conduit, Boxes, Fittings - Material	$92,400.00	$92,400.00	$0.00	$0.00	$92,400.00	100.00%	$0.00	$0.00
2	26-260000.000.Subcontract BP #5 Electrical	Rough-in Conduit, Boxes, Fittings - Labor	$38,000.00	$38,000.00	$0.00	$0.00	$38,000.00	100.00%	$0.00	$0.00
3	26-260000.000.Subcontract BP #5 Electrical	Transformers, Breakers, Panelboards, UPC - Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$0.00
4	26-260000.000.Subcontract BP #5 Electrical	Transformers, Breakers, Panelboards, UPC - Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$0.00
5	26-260000.000.Subcontract BP #5 Electrical	Lighting Fixtures, Controls - Material	$63,000.00	$63,000.00	$0.00	$0.00	$63,000.00	100.00%	$0.00	$0.00
6	26-260000.000.Subcontract BP #5 Electrical	Lighting Fixtures Controls - Labor	$6,000.00	$6,000.00	$0.00	$0.00	$6,000.00	100.00%	$0.00	$0.00
7	26-260000.000.Subcontract BP #5 Electrical	Access Control, Audio Video, Intrusion - Material	$200,000.00	$200,000.00	$0.00	$0.00	$200,000.00	100.00%	$0.00	$0.00
8	26-260000.000.Subcontract BP #5 Electrical	Access Control, Audio Video, Intrusion - Labor	$92,000.00	$92,000.00	$0.00	$0.00	$92,000.00	100.00%	$0.00	$0.00
9	26-260000.000.Subcontract BP #5 Electrical	Fire Alarm System - Material	$17,000.00	$17,000.00	$0.00	$0.00	$17,000.00	100.00%	$0.00	$0.00
10	26-260000.000.Subcontract BP #5 Electrical	Fire Alarm System - Labor	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.00%	$0.00	$0.00
11	26-260000.000.Subcontract BP #5 Electrical	Conductors - Copper, Feeder, Branch Wiring - Material	$46,000.00	$46,000.00	$0.00	$0.00	$46,000.00	100.00%	$0.00	$0.00
12	26-260000.000.Subcontract BP #5 Electrical	Conductors - Copper, Feeder, Branch Wiring - Labor	$4,000.00	$4,000.00	$0.00	$0.00	$4,000.00	100.00%	$0.00	$0.00
13	26-260000.000.Subcontract BP #5 Electrical	Data, Equipment, Cabling - Material	$22,000.00	$22,000.00	$0.00	$0.00	$22,000.00	100.00%	$0.00	$0.00
14	26-260000.000.Subcontract BP #5 Electrical	Data, Equipment, Cabling - Labor	$11,000.00	$11,000.00	$0.00	$0.00	$11,000.00	100.00%	$0.00	$0.00
15	26-260000.000.Subcontract BP #5 Electrical	Finish Devices, Switches, Outlets, Floor Boxes - Material	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$0.00
16	26-260000.000.Subcontract	Finish Devices, Switches, Outlets, Floor Boxes - Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP #5 Electrical									
		TOTALS:	**$613,400.00**	**$613,400.00**	**$0.00**	**$0.00**	**$613,400.00**	**100.00%**	**$0.00**	**$0.00**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
17	**CCO #001 DeVries CO#1**								
17.1	**PCO #002 CE #003 - New Sliding Entry Do**								
17.1.1	26-260000.000.Subcontract BP #5 Electrical	$1,331.77	$1,331.77	$0.00	$0.00	$1,331.77	100.00%	$0.00	$0.00
18	**CCO #002 DeVries CO#2**								
18.1	**PCO #001 CE #002 - ITC 01 Audio Visual**								
18.1.1	26-260000.000.Subcontract BP #5 Electrical	$734.24	$734.24	$0.00	$0.00	$734.24	100.00%	$0.00	$0.00
18.1.2	26-260000.000.Subcontract BP #5 Electrical	$2,713.38	$2,713.38	$0.00	$0.00	$2,713.38	100.00%	$0.00	$0.00
19	**CCO #003 DeVries CO#3**								
19.1	**PCO #003 DeVries PCO#3**								
19.1.1	26-260000.000.Subcontract BP #5 Electrical ITC 6	$6,012.59	$6,012.59	$0.00	$0.00	$6,012.59	100.00%	$0.00	$0.00
19.1.2	26-260000.000.Subcontract BP #5 Electrical ITC 07	$(771.00)	$(771.00)	$0.00	$0.00	$(771.00)	100.00%	$0.00	$0.00
20	**CCO #004 DeVries CO#4**								
20.1	**PCO #004 PCO #4 - DeVries**								
20.1.1	26-260000.000.Subcontract BP #5 Electrical ITC 08	$572.62	$572.62	$0.00	$0.00	$572.62	100.00%	$0.00	$0.00
20.1.2	26-260000.000.Subcontract BP #5 Electrical ITC 10 and 11	$14,949.16	$14,949.16	$0.00	$0.00	$14,949.16	100.00%	$0.00	$0.00
21	**CCO #005 DeVries CO#5**								
21.1	**PCO #005 CO#5 DeVries**								
21.1.1	26-260000.000.Subcontract BP #5 Electrical New 2" Data Conduit IT 258	$223.02	$223.02	$0.00	$0.00	$223.02	100.00%	$0.00	$0.00
21.1.2	26-260000.000.Subcontract BP #5 Electrical RFI #64 Library Can Light Switches	$1,224.83	$1,224.83	$0.00	$0.00	$1,224.83	100.00%	$0.00	$0.00
22	**CCO #006 DeVries CO#6**								
22.1	**PCO #006 DeVries CO #6**								
22.1.1	26-260000.000.Subcontract BP #5 Electrical Door 212A Automatic Operator Power	$439.36	$439.36	$0.00	$0.00	$439.36	100.00%	$0.00	$0.00
22.1.2	26-260000.000.Subcontract BP #5 Electrical Install data port @ RFID gate	$546.28	$546.28	$0.00	$0.00	$546.28	100.00%	$0.00	$0.00
22.1.3	26-260000.000.Subcontract BP #5 Electrical Electrical Deduct	$(802.62)	$(802.62)	$0.00	$0.00	$(802.62)	100.00%	$0.00	$0.00
	TOTALS:	**$27,173.63**	**$27,173.63**	**$0.00**	**$0.00**	**$27,173.63**	**100.00%**	**$0.00**	**$0.00**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	$640,573.63	$640,573.63	$0.00	$0.00	$640,573.63	100.00%	$0.00	$0.00

Retainage

AIA® Document G732™ – 2009

Application and Certificate for Payment, Construction Manager as Adviser Edition

TO OWNER:	DCI GROUP 220 SE 6TH STREET, STE. 200 DES MOINES, IA 50309	PROJECT:	CLIVE CITY HALL & LIBRARY RENOVATION 1900 NW 114TH STREET CLIVE, IA 50325	APPLICATION NO: 8 PERIOD TO: 10/25/2025 CONTRACT DATE: 12/18/2024 PROJECT NOS: / /	DISTRIBUTION TO: OWNER ☐ CONSTRUCTION MANAGER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR:	DE VRIES ELECTRIC, INC. P.O. BOX 260 ONE PROGRESSIVE DRIVE PELLA, IA 50219	VIA CONSTRUCTION MANAGER:			
CONTRACT FOR:	ELECTRICAL	VIA ARCHITECT:	OPN ARCHITECTS		

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM		$ 613,400.00
2. NET CHANGES IN THE WORK		$ 27,173.63
3. CONTRACT SUM TO DATE *(Line 1 ± 2)*		$ 640,573.63
4. TOTAL COMPLETED AND STORED TO DATE *(Column G on G703)*		$ 640,573.63
5. RETAINAGE:		
a. 0 % of Completed Work *(Column D + E on G703)*	$ 0.00	
b. 0 % of Stored Material *(Column F on G703)*	$ 0.00	
Total Retainage *(Lines 5a + 5b, or Total in Column I on G703)*		$ 0.00
6. TOTAL EARNED LESS RETAINAGE *(Line 4 minus Line 5 Total)*		$ 640,573.63
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT *(Line 6 from prior Certificate)*		608,544.95
8. CURRENT PAYMENT DUE		$ 32,028.68
9. BALANCE TO FINISH, INCLUDING RETAINAGE *(Line 3 minus Line 6)*	$ 0.00	

SUMMARY OF CHANGES IN THE WORK	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$ 27,173.63	$ 0.00
Total approved this month, including Construction Change Directives	$ 0.00	$ 0.00
TOTALS	$ 27,173.63	$ 0.00
NET CHANGES IN THE WORK	$ 27,173.63	

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

CONTRACTOR: DE VRIES ELECTRIC, INC.

By: Jerry De Vries Date: 12-17-25

State of: Iowa

County of: Marion

Subscribed and sworn to before me this 17th day of December 2025

Notary Public: Diane VanVark

My Commission expires: 12-22-27

DIANE VAN VARK
Commission Number 194052
My Commission Expires
12-22-27

CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED..... $

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

CONSTRUCTION MANAGER:

By: Date:

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

By: Date:

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

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

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 8
APPLICATION DATE: 10/23/2025
PERIOD TO: 10/25/2025
ARCHITECT'S PROJECT NO.:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (IF VARIABLE) RATE)
A	ROUGH-IN CONDUIT, BOXES, FITTINGS	92,400.00	92,400.00	0.00	0.00	92,400.00	100	0.00	0.00
B	LABOR	38,000.00	38,000.00	0.00	0.00	38,000.00	100	0.00	0.00
C	TRANSFORMER, BREAKERS, PANELBOARDS, UPS	10,000.00	10,000.00	0.00	0.00	10,000.00	100	0.00	0.00
D	LABOR	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E	LIGHTING FIXTURES, CONTROLS	63,000.00	63,000.00	0.00	0.00	63,000.00	100	0.00	0.00
F	LABOR	6,000.00	6,000.00	0.00	0.00	6,000.00	100	0.00	0.00
G	ACCESS CONTROL, AUDIO VIDEO, INTRUSION	200,000.00	200,000.00	0.00	0.00	200,000.00	100	0.00	0.00
H	LABOR	92,000.00	92,000.00	0.00	0.00	92,000.00	100	0.00	0.00
I	FIRE ALARM SYSTEM	17,000.00	17,000.00	0.00	0.00	17,000.00	100	0.00	0.00
J	LABOR	3,000.00	3,000.00	0.00	0.00	3,000.00	100	0.00	0.00
K	CONDUCTORS-COPPER, FEEDER, BRANCH WIRING	46,000.00	46,000.00	0.00	0.00	46,000.00	100	0.00	0.00
L	LABOR	4,000.00	4,000.00	0.00	0.00	4,000.00	100	0.00	0.00
M	DATA, EQUIPMENT, CABLING	22,000.00	22,000.00	0.00	0.00	22,000.00	100	0.00	0.00
N	LABOR	11,000.00	11,000.00	0.00	0.00	11,000.00	100	0.00	0.00
O	FINISH DEVICES, SWITCHES, OUTLETS, FLOOR BOXES	5,000.00	5,000.00	0.00	0.00	5,000.00	100	0.00	0.00
P	LABOR	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
1	CHANGE ORDER #1	1,331.77	1,331.77	0.00	0.00	1,331.77	100	0.00	0.00
2	CHANGE ORDER #2	3,447.62	3,447.62	0.00	0.00	3,447.62	100	0.00	0.00

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G703-1992

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) PAGE 2 OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 8
APPLICATION DATE: 10/23/2025
PERIOD TO: 10/25/2025
ARCHITECT'S PROJECT NO.:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (IF VARIABLE) RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
3	CHANGE ORDER #3	5,241.59	5,241.59	0.00	0.00	5,241.59	100	0.00	0.00
4	CHANGE ORDER #4	15,521.78	15,521.78	0.00	0.00	15,521.78	100	0.00	0.00
5	CHANGE ORDER #5	1,447.85	1,447.85	0.00	0.00	1,447.85	100	0.00	0.00
6	CHANGE ORDER #6	183.02	183.02	0.00	0.00	183.02	100	0.00	0.00
		640,573.63	640,573.63	0.00	0.00	640,573.63	100	0.00	0.00

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G703-1992

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Memo

TO: Mayor and Council members
FROM: Alyssa Welling, Administrative Assistant
DATE: January 8, 2026
RE: Approve Pay Request #12 - On Track Construction - Greenbelt Landing Construction Project - $84,294.45

SYNOPSIS:
Staff recommends approval of Pay Request #12 to On Track Construction for the work completed to date on the Greenbelt Landing Project.

Total contract amount: **$1,700,000.00**
Total Change Orders to Date: **$114,478.46**
Contract + Change Orders: **$1,814,478.46**
Pay Request #12: **$84,294.45**
Total Requested to Date: **$1,368,182.26**
Remaining contract amount: **$446,296.20**

Attachments:
1. On Track Pay App 12 - December

TO CONTRACTOR:

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

PROJECT:

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

APPLICATION NO: 12
INVOICE NO:
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 23046
CONTRACT NO: SC-004 Clive Greenbelt Landing
CONTRACT DATE: 09/12/2024
CERTIFICATE DATE: 12/26/2025
SUBMITTED DATE: 12/24/2025

FROM SUBCONTRACTOR:

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

SUBCONTRACT FOR: On Track - BP #31

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$1,700,000.00
2.	Net change by change orders		$114,478.46
3.	Contract Sum to date (Line 1 ± 2)		$1,814,478.46
4.	Total completed and stored to date (Column G on detail sheet)		$1,440,191.86
5.	Retainage:		
	a. 5.00% of completed work	$70,871.10	
	b. 5.00% of stored material	$1,138.50	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$72,009.60
6.	Total earned less retainage (Line 4 less Line 5 Total)		$1,368,182.26
7.	Less previous certificates for payment (Line 6 from prior certificate)		$1,283,887.81
8.	Current payment due:		$84,294.45
9.	Balance to finish, including retainage (Line 3 less Line 6)		$446,296.20

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$114,478.46	$0.00
Total approved this month:	$0.00	$0.00
Totals:	$114,478.46	$0.00
Net change by change orders:	$114,478.46	

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

SUBCONTRACTOR: On Track Construction, LLC

By: _____ Date: _____

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

Bruce Morrow
Digitally signed by Bruce Morrow
DN: E=Bruce.Morrow@smithgroup.com, CN=Bruce Morrow, OU=Users, OU=MD, DC=smithgroup, DC=com
Date: 2025.12.29 14:17:05-06'00'

Drew Johnson
Digitally signed by Drew Johnson
DN: C=US, E=drewj@dcigroup-us.com, CN=Drew Johnson
Date: 2025.12.31 08:02:16-06'00'

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

APPLICATION NUMBER: 12
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Mobilization, Bonds & Insurance	$110,000.00	$104,500.00	$5,500.00	$0.00	$110,000.00	100.00%	$0.00	$5,500.00
2	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Clearing & Grubbing	$50,000.00	$45,000.00	$0.00	$0.00	$45,000.00	90.00%	$5,000.00	$2,250.00
3	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Paving & Sidewalk	$76,000.00	$76,000.00	$0.00	$0.00	$76,000.00	100.00%	$0.00	$3,800.00
4	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Landscaping	$7,000.00	$7,000.00	$0.00	$0.00	$7,000.00	100.00%	$0.00	$350.00
5	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Rip Rap	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
6	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Storm Sewer	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
7	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Sanitary	$7,500.00	$7,500.00	$0.00	$0.00	$7,500.00	100.00%	$0.00	$375.00
8	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Temp Construction Entrances	$8,000.00	$8,000.00	$0.00	$0.00	$8,000.00	100.00%	$0.00	$400.00
9	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Topsoil Strip & Stockpile	$38,000.00	$32,300.00	$0.00	$0.00	$32,300.00	85.00%	$5,700.00	$1,615.00
10	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Cut & Fill	$76,000.00	$68,400.00	$0.00	$0.00	$68,400.00	90.00%	$7,600.00	$3,420.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
11	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Export	$88,000.00	$83,600.00	$0.00	$0.00	$83,600.00	95.00%	$4,400.00	$4,180.00
12	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Bioretention & Pond Shaping	$55,000.00	$46,750.00	$0.00	$0.00	$46,750.00	85.00%	$8,250.00	$2,337.50
13	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - 12" Prep for Paving	$29,000.00	$26,100.00	$0.00	$0.00	$26,100.00	90.00%	$2,900.00	$1,305.00
14	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - 6" Subbase for Paving	$67,000.00	$60,300.00	$0.00	$0.00	$60,300.00	90.00%	$6,700.00	$3,015.00
15	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Erosion Stone & Rip Rap	$168,000.00	$8,400.00	$74,400.00	$0.00	$82,800.00	49.29%	$85,200.00	$4,140.00
16	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Vegetated Geogrid w/ Soil	$85,000.00	$0.00	$0.00	$0.00	$0.00	0.00%	$85,000.00	$0.00
17	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Stabilized Aggregate Paving Base	$75,500.00	$75,500.00	$0.00	$0.00	$75,500.00	100.00%	$0.00	$3,775.00
18	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Topsoil Respread & Finish Grading	$36,000.00	$10,800.00	$0.00	$0.00	$10,800.00	30.00%	$25,200.00	$540.00
19	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Building Water Service	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
20	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - 18" Sanitary Main Reroute	$228,500.00	$205,730.00	$0.00	$22,770.00	$228,500.00	100.00%	$0.00	$11,425.00
21	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Sanitary Building Service	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
22	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Storm Sewer Piping	$149,000.00	$141,550.00	$0.00	$0.00	$141,550.00	95.00%	$7,450.00	$7,077.50
23	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Storm Sewer Structures	$103,500.00	$103,500.00	$0.00	$0.00	$103,500.00	100.00%	$0.00	$5,175.00
24	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Subdrain Piping	$74,500.00	$59,600.00	$0.00	$0.00	$59,600.00	80.00%	$14,900.00	$2,980.00
25	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Traffic Control for 114th Utility Crossing	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
26	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Pavement Replacement for Utilities	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
27	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - Erosion Control/ Silt Fence	$55,000.00	$44,000.00	$0.00	$0.00	$44,000.00	80.00%	$11,000.00	$2,200.00
28	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - TRM Matting	$15,000.00	$0.00	$0.00	$0.00	$0.00	0.00%	$15,000.00	$0.00
29	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - Live Stakes	$33,000.00	$0.00	$0.00	$0.00	$0.00	0.00%	$33,000.00	$0.00
30	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - Temp Seeding & Hydromulch	$5,000.00	$1,000.00	$0.00	$0.00	$1,000.00	20.00%	$4,000.00	$50.00
		TOTALS:	**$1,700,000.00**	**$1,276,030.00**	**$79,900.00**	**$22,770.00**	**$1,378,700.00**	**81.10%**	**$321,300.00**	**$68,935.00**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
31	**CCO #001 On Track CO #1**								
31.1	**PCO #001 PCO #1 - On Track**								
31.1.1	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control Storm Structure 13 Temp	$8,056.35	$8,056.35	$0.00	$0.00	$8,056.35	100.00%	$0.00	$402.82
32	**CCO #002 On Track CO #2**								
32.1	**PCO #002 PCO #2 - On Track**								
32.1.1	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control Retrenching for existing utilities	$15,433.96	$15,433.96	$0.00	$0.00	$15,433.96	100.00%	$0.00	$771.70
33	**CCO #003 On Track CO #3**								
33.1	**PCO #003 CO#3 On Track**								
33.1.1	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control Contract Extension	$88,310.75	$26,493.15	$8,831.00	$0.00	$35,324.15	40.00%	$52,986.60	$1,766.21
34	**CCO #004 On Track CO#4**								
34.1	**PCO #004 CO#4 On Track**								
34.1.1	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control Existing Grate Risers	$2,677.40	$2,677.40	$0.00	$0.00	$2,677.40	100.00%	$0.00	$133.87
	TOTALS:	**$114,478.46**	**$52,660.86**	**$8,831.00**	**$0.00**	**$61,491.86**	**53.71%**	**$52,986.60**	**$3,074.60**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$1,814,478.46**	**$1,328,690.86**	**$88,731.00**	**$22,770.00**	**$1,440,191.86**	**79.37%**	**$374,286.60**	**$72,009.60**

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

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

Project: Clive Greenbelt Landing
City of Clive

APPLICATION NO: 12
APPLICATION DATE: 31-Dec-25
PERIOD TO: 31-Dec-25
Contractor PO# 2426CL
CONTRACT DATE: 12-Sep-24

Distribution to:
[ ] OWNER
[ ] ARCHITECT
[x] CONTRACTOR
[ ]
[ ]

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

CONTRACT FOR: GRADING & UTILITIES

JOB# 2426CL

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM			$ 1,700,000.00
2. Net change by Change Orders			$ 26,167.71
3. CONTRACT SUM TO DATE (Line 1 ± 2)			$ 1,726,167.71
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)			$ 1,440,191.86
5. RETAINAGE:			
a. 5 % of Completed Work (Column D + E on G703)	$	72,009.59	
b. % of Stored Material (Column F on G703)	$		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)			$ 72,009.59
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)			$ 1,368,182.27
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			$ 1,283,887.82
8. CURRENT PAYMENT DUE			$ **84,294.45**
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)			357,985.44

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$23,490.31	
Total approved this Month	$2,677.40	$0.00
TOTALS	$26,167.71	$0.00
NET CHANGES by Change Order	$26,167.71	

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

CONTRACTOR:

By: _____ Date: 12/23/2025

ENGINEER'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED . . . . . $ _____

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

By: _____ Date: _____

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

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Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

Clive Greenbelt Landing | JOB# 2426CL | APPLICATION DATE: 12/31/2025 | APPLICATION # 12

B	C	D	E1	F4	G1	G2	H	I
Work Description	**Scheduled Value**	**From Previous Application**	**This Period**	**Presently Stored Materials**	**Total Completed and Stored To Date**	**Percent Complete**	**Balance To Finish**	**Retainage**
BASE CONTRACT								
Mobilization, Bonds & Insurance	$ 110,000.00	$104,500.00	$5,500.00		$110,000.00	100.00%	$0.00	$5,500.00
Clearing & Grubbing	$ 50,000.00	$45,000.00			$45,000.00	90.00%	$5,000.00	$2,250.00
Removals - Paving & Sidewalk	$ 76,000.00	$76,000.00			$76,000.00	100.00%	$0.00	$3,800.00
Removals - Landscaping	$ 7,000.00	$7,000.00			$7,000.00	100.00%	$0.00	$350.00
Removals - Rip Rap	$ 2,000.00	$2,000.00			$2,000.00	100.00%	$0.00	$100.00
Removals - Storm Sewer	$ 10,000.00	$10,000.00			$10,000.00	100.00%	$0.00	$500.00
Removals - Sanitary	$ 7,500.00	$7,500.00			$7,500.00	100.00%	$0.00	$375.00
Earthwork - Temp Construction Entrances	$ 8,000.00	$8,000.00			$8,000.00	100.00%	$0.00	$400.00
Earthwork - Topsoil Strip & Stockpile	$ 38,000.00	$32,300.00			$32,300.00	85.00%	$5,700.00	$1,615.00
Earthwork - Cut & Fill	$ 76,000.00	$68,400.00			$68,400.00	90.00%	$7,600.00	$3,420.00
Earthwork - Export	$ 88,000.00	$83,600.00			$83,600.00	95.00%	$4,400.00	$4,180.00
Earthwork - Bioretention & Pond Shaping	$ 55,000.00	$46,750.00			$46,750.00	85.00%	$8,250.00	$2,337.50
Earthwork - Grade for Trails & Paving	$ 67,000.00	$60,300.00			$60,300.00	90.00%	$6,700.00	$3,015.00
Earthwork - 12" Prep for Paving	$ 29,000.00	$26,100.00			$26,100.00	90.00%	$2,900.00	$1,305.00
Earthwork - Erosion Stone & Rip Rap	$ 168,000.00	$8,400.00	$74,400.00		$82,800.00	49.29%	$85,200.00	$4,140.00
Earthwork - Vegetated Geogrid w/ Soil	$ 85,000.00				$0.00	0.00%	$85,000.00	$0.00
Earthwork - Aggregate Paving Base	$ 75,500.00	$75,500.00			$75,500.00	100.00%	$0.00	$3,775.00
Earthwork - Topsoil Respread & Finish Grading	$ 36,000.00	$10,800.00			$10,800.00	30.00%	$25,200.00	$540.00
Utilities - Building Water Service	$ 10,000.00	$10,000.00			$10,000.00	100.00%	$0.00	$500.00
Utilities - 18" Sanitary Main Reroute	$ 228,500.00	$228,500.00			$228,500.00	100.00%	$0.00	$11,425.00
Utilities - Sanitary Building Service	$ 8,500.00	$8,500.00			$8,500.00	100.00%	$0.00	$425.00
Utilities - Storm Sewer Piping	$ 149,000.00	$141,550.00			$141,550.00	95.00%	$7,450.00	$7,077.50
Utilities - Storm Sewer Structures	$ 103,500.00	$103,500.00			$103,500.00	100.00%	$0.00	$5,175.00
Utilities - Subdrain Piping	$ 74,500.00	$59,600.00			$59,600.00	80.00%	$14,900.00	$2,980.00
Utilities - Traffic Control for 114th Utility Crossing	$ 10,000.00	$10,000.00			$10,000.00	100.00%	$0.00	$500.00
Utilities - Pavement Replacement for Utilities	$ 20,000.00	$20,000.00			$20,000.00	100.00%	$0.00	$1,000.00
Seeding & EC - Erosion Control/ Silt Fence	$ 55,000.00	$44,000.00			$44,000.00	80.00%	$11,000.00	$2,200.00
Seeding & EC - TRM Matting	$ 15,000.00				$0.00	0.00%	$15,000.00	$0.00
Seeding & EC - Live Stakes	$ 33,000.00				$0.00	0.00%	$33,000.00	$0.00
Seeding & EC - Temp Seeding & Hydromulch	$ 5,000.00	$1,000.00			$1,000.00	20.00%	$4,000.00	$50.00
CHANGE ORDERS								
WO #2 - 4/22/25 - Temp Tie-In Structure	$ 8,056.35	$8,056.35			$8,056.35	100.00%	$0.00	$402.82
WO #4 - 6/30/25 - Parking Lot Utilities Rework	$ 15,433.96	$15,433.96			$15,433.96	100.00%	$0.00	$771.70
WO #6 - 8/21/25 - Grate Riser Adjusts	$ 2,677.40	$2,677.40			$2,677.40	100.00%	$0.00	$133.87
PCO #3 - Contract Extension	$ 88,310.75	$26,493.15	$8,831.00		$35,324.15	40.00%	$52,986.60	$1,766.21
TOTAL	$ 1,814,478.46	$1,351,460.86	$88,731.00	$0.00	$1,440,191.86	79.37%	$321,300.00	$72,009.59

WAIVER AND RELEASE OF LIEN UPON PROGRESS PAYMENT

The undersigned lienor, in consideration of the sum of $84,294.45, hereby waives and releases its lien and right to claim a lien for labor, service, or materials furnished through December 25 on the job of City of Clive to the following described property:

Greenbelt Landing Project

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

Dated on Dec. 23, 2025

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

By: Tracy L. Rhoads

Sworn to and subscribed before me this 23rd day of December, 20____,
By Tracy L. Rhoads.

Tracy L. Rhoads
Notary Public

Print name: Tracy L. Rhoads

NOTARIAL SEAL IOWA
TRACY L RHOADS
Commission Number 813579
My Commission Expires
11/12/2027

Memo

TO: Mayor and Council members
FROM: Rai Tokuhisa, Water Resource Engineer
DATE: January 8, 2026
RE: Approve Pay Request #13 (Final) - Release of Retainage – Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice's Road - $32,060.40

SYNOPSIS:
Staff recommends approval of Pay Request #13 for $32,060.40 to Iowa Earth Works to release retainage held on the project: Little Walnut Creek Stream Stabilization East of Alice's Road (Resolution 2023-365 passed on 14 DEC 2023). The finance department account for this project is 389-5750-6799.

Attachments:
1. Pay Request #13 – Iowa Earth Works - Council Memo
2. Pay Request #13 – Iowa Earth Works - Pay Request

Public Works
2123 NW 111th Street
Clive, IA 50325
515.223.6231
cityofclive.com

Memo

TO: Honorable Mayor and City Council

FROM: Rai Tokuhisa, Water Resources Engineer

DATE: 08 JAN 2025

RE: Approve Pay Request #13 – Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice's Road - **$32,060.40**

Staff recommends approval of Pay Request #**13** to Iowa Earth Works for clerical corrections regarding retainage throughout, and final retainage held on the project: Little Walnut Creek Stream Stabilization East of Alice's Road (Resolution 2023-365 passed on 14 DEC 2023). The finance department account for this project is **389-5750-6799**. The construction contract status is as follows:

Original Contract Amount	$ 762,452.95
Change Order #1:	$ 41,175.00
Change Order #2:	$ 2,250.00
Change Order #3:	$ 29,700.00
Change Order #4:	$ (100,287.77)
Change Order #5:	$ 1,790.00
Final Construction Amount:	$ 737,080.18

Item - Council Date	**Amount**
Check #1 - 3/14/2024	$ 65,876.00
Check #2 - 5/23/2024	$ 17,100.00
Check #3 - 6/13/2024	$ 12,900.00
Check #4 - 11/14/2024	$ 227,814.04
Check #5 - 12/12/2024	$ 170,562.37
Check #6 - 2/6/2025	$ 49,448.64
Check #7 - 4/10/2025	$ 14,843.39
Check #8 - 5/22/2025	$ 96,832.19
Check #9 - 7/24/2025	$ 12,595.25
Check #10 - 10/23/2025	$ 13,359.38
Check #11 - 11/13/2025	$ 21,988.02
Check #12 - 12/11/2025	$ 1,700.50
Pay Request #13 - 1/8/2025	**$ 32,060.40**

Paid to date:	$ 705,019.78
Amount remaining on construction agreement:	$ 32,060.40
Total requested to date:	$ 737,080.18
Total amount due this Pay Request:	**$ 32,060.40**
Amount remaining on construction agreement after this Pay Request:	$ -

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

City of Clive
Payment Invoice
Little Walnut Creek, Stream Stabilization, East of Alices Road

DRAFT

Description	Little Walnut Creek, Stream Stabilization, East of Alices Road
Payment Number	13
Pay Period	12/04/2025 to 12/16/2025
Approval Date	01/08/2026
Prime Contractor	Iowa Earth Works PO Box 112 HUXLEY, IA 50124
Payment Status	Pending
Awarded Project Amount	$762,452.95
Authorized Amount	$737,080.18

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0140	23-014	LS	1.000	$0.000	$0.00
PLANTS, WARRANTY, LUMP SUM, SEEDING					
				Section Total:	**$0.00**
				Project Total:	**$0.00**

Summary

Current Approved Work:	$0.00	**Approved Work To Date:**	$737,080.18
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	$0.00	**Retainage To Date:**	$36,854.01
Current Retainage Released:	$36,854.01	**Retainage Released To Date:**	$36,854.01
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$36,854.01	**Payments To Date:**	$737,080.18
Previous Payment:	$1,700.50	**Previous Payments To Date:**	$700,226.17

DRAFT

Mayor, City of Clive — **Date**

Rai Tokuhisa — 12/17/2025

Project Engineer, Rai Tokuhisa — **Date**

12-17-25

Field Engineer, Nolan Daft — **Date**

Joe Jensen — Digitally signed by Joe Jensen DN: C=US, E=Joejensen1@gmail.com, O=Iowa Earth Works, CN=Joe Jensen Reason: I am approving this document Date: 2025.12.16 13:03:31 -06'00' — 12-16-25

Contractor, Iowa Earth Works — **Date**

Memo

TO: Mayor and Council members
FROM:
DATE: January 8, 2026
RE: Approve Pay Request #14 - Air-Con Mechanical Corp. - Greenbelt Landing Construction Project - $28,652.12

SYNOPSIS:
Staff recommends approval of Pay Request #14 to Air-Con Mechanical Corp. for the work completed to date on the Greenbelt Landing Project.

Total contract amount: **$388,703.00**
Total Change Orders to Date: **$105,768.12**
Contract + Change Orders: **$494,471.12**
Pay Request #14: **$28,652.12**
Total Requested to Date: **$416,035.50**
Remaining contract amount: **$78,435.62**

Attachments:
1. AirCon Pay App 14 - December

TO CONTRACTOR:

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

PROJECT:

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

APPLICATION NO: 14
INVOICE NO: 1954
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 23046
CONTRACT NO: SC-003 Clive Greenbelt Landing
CONTRACT DATE: 09/12/2024
CERTIFICATE DATE: 12/26/2025
SUBMITTED DATE:

FROM SUBCONTRACTOR:

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

SUBCONTRACT FOR: AirCon Mechanical - BP #26

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$388,703.00
2.	Net change by change orders		$105,768.12
3.	Contract Sum to date (Line 1 ± 2)		$494,471.12
4.	Total completed and stored to date (Column G on detail sheet)		$437,932.13
5.	Retainage:		
	a. 5.00% of completed work	$21,896.63	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$21,896.63
6.	Total earned less retainage (Line 4 less Line 5 Total)		$416,035.50
7.	Less previous certificates for payment (Line 6 from prior certificate)		$387,383.38
8.	Current payment due:		$28,652.12
9.	Balance to finish, including retainage (Line 3 less Line 6)		$78,435.62

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$105,994.90	$(226.78)
Total approved this month:	$0.00	$0.00
Totals:	$105,994.90	$(226.78)
Net change by change orders:	$105,768.12	

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

SUBCONTRACTOR: Air-Con Mechanical Corp.

By: _____ Date: _____

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

Bruce Morrow

Digitally signed by Bruce Morrow
DN: E=Bruce.Morrow@smithgroup.com, CN=Bruce Morrow, OU=Users, OU=MD, DC=smithgroup, DC=com
Date: 2025.12.29 14:15:49-06'00'

Drew Johnson

Digitally signed by Drew Johnson
DN: C=US, E=drewj@dcigroup-us.com, CN=Drew Johnson
Date: 2025.12.31 08:01:30-06'00'

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

APPLICATION NUMBER: 14
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	26-260000.000.Subcontract BP #26 - Electrical	Mobilization	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
2	26-260000.000.Subcontract BP #26 - Electrical	Gear/Feeders	$40,000.00	$32,000.00	$0.00	$0.00	$32,000.00	80.00%	$8,000.00	$1,600.00
3	26-260000.000.Subcontract BP #26 - Electrical	Lighting	$112,000.00	$78,400.00	$11,200.00	$0.00	$89,600.00	80.00%	$22,400.00	$4,480.00
4	26-260000.000.Subcontract BP #26 - Electrical	Lighting Controls	$9,800.00	$6,860.00	$980.00	$0.00	$7,840.00	80.00%	$1,960.00	$392.00
5	26-260000.000.Subcontract BP #26 - Electrical	Power	$73,000.00	$58,400.00	$7,300.00	$0.00	$65,700.00	90.00%	$7,300.00	$3,285.00
6	26-260000.000.Subcontract BP #26 - Electrical	Data	$20,000.00	$14,000.00	$4,000.00	$0.00	$18,000.00	90.00%	$2,000.00	$900.00
7	26-260000.000.Subcontract BP #26 - Electrical	Fire Alarm	$9,500.00	$5,700.00	$1,900.00	$0.00	$7,600.00	80.00%	$1,900.00	$380.00
8	26-260000.000.Subcontract BP #26 - Electrical	Site Lighting	$58,703.00	$52,832.70	$0.00	$0.00	$52,832.70	90.00%	$5,870.30	$2,641.64
9	26-260000.000.Subcontract BP #26 - Electrical	Underground	$24,313.00	$21,881.70	$0.00	$0.00	$21,881.70	90.00%	$2,431.30	$1,094.10
10	26-260000.000.Subcontract BP #26 - Electrical	Bonds	$3,887.00	$3,887.00	$0.00	$0.00	$3,887.00	100.00%	$0.00	$194.35
11	26-260000.000.Subcontract BP #26 - Electrical	Engineering	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
12	26-260000.000.Subcontract BP #26 - Electrical	Concrete Bases	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
		TOTALS:	**$388,703.00**	**$311,461.40**	**$25,380.00**	**$0.00**	**$336,841.40**	**86.66%**	**$51,861.60**	**$16,842.09**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
13	**CCO #001 Air-Con CO#1**								

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
13.1	**PCO #001 CE #007 - PVC Conduit Replacem**								
13.1.1	26-260000.000.Subcontract BP #26 - Electrical PVC Conduit Replacement	$9,635.25	$9,635.25	$0.00	$0.00	$9,635.25	100.00%	$0.00	$481.76
13.1.2	26-260000.000.Subcontract BP #26 - Electrical RFI #37	$1,595.74	$1,595.74	$0.00	$0.00	$1,595.74	100.00%	$0.00	$79.79
14	**CCO #002 Air-Con CO #2**								
14.1	**PCO #002 Air-Con PCO#2**								
14.1.1	26-260000.000.Subcontract BP #26 - Electrical	$2,110.00	$2,110.00	$0.00	$0.00	$2,110.00	100.00%	$0.00	$105.50
14.1.2	26-260000.000.Subcontract BP #26 - Electrical Air Con Conduit Damage Repairs	$14,051.39	$14,051.39	$0.00	$0.00	$14,051.39	100.00%	$0.00	$702.57
14.1.3	26-260000.000.Subcontract BP #26 - Electrical Light control panel refeed	$5,239.17	$5,239.17	$0.00	$0.00	$5,239.17	100.00%	$0.00	$261.96
15	**CCO #003 Air-Con CO #3**								
15.1	**PCO #003 PCO #3 - Air-Con**								
15.1.1	26-260000.000.Subcontract BP #26 - Electrical Rewiring for existing utilities	$37,276.85	$37,276.85	$0.00	$0.00	$37,276.85	100.00%	$0.00	$1,863.84
16	**CCO #004 CO#4 Air-Con**								
16.1	**PCO #004 CO#4 Air-Con**								
16.1.1	26-260000.000.Subcontract BP #26 - Electrical Contract Extension	$13,487.20	$10,789.76	$0.00	$0.00	$10,789.76	80.00%	$2,697.44	$539.49
17	**CCO #005 Air-Con #5**								
17.1	**PCO #005 Air-Con CO#5**								
17.1.1	26-260000.000.Subcontract BP #26 - Electrical RFI #45	$356.50	$356.50	$0.00	$0.00	$356.50	100.00%	$0.00	$17.83
17.1.2	26-260000.000.Subcontract BP #26 - Electrical CB #5R	$9,801.97	$9,801.97	$0.00	$0.00	$9,801.97	100.00%	$0.00	$490.10
17.1.3	26-260000.000.Subcontract BP #26 - Electrical Stage Panel Enclosure	$7,618.75	$2,285.57	$3,353.23	$0.00	$5,638.80	74.01%	$1,979.95	$281.94
18	**CCO #006 Air-Con CO #6**								
18.1	**PCO #006 PCO #6 Air-Con**								
18.1.1	26-260000.000.Subcontract BP #26 - Electrical Construction Bulletin #4	$(226.78)	$(226.78)	$0.00	$0.00	$(226.78)	100.00%	$0.00	$(11.34)
18.1.2	26-260000.000.Subcontract BP #26 - Electrical RFI #51	$1,476.09	$1,476.09	$0.00	$0.00	$1,476.09	100.00%	$0.00	$73.80
18.1.3	26-260000.000.Subcontract BP #26 - Electrical Window Roller Shade Switches Add	$2,853.79	$1,426.90	$1,426.89	$0.00	$2,853.79	100.00%	$0.00	$142.69
18.1.4	26-260000.000.Subcontract BP #26 - Electrical RFI #84 In Ground Box for NE Building Conduit	$492.20	$492.20	$0.00	$0.00	$492.20	100.00%	$0.00	$24.61
	TOTALS:	**$105,768.12**	**$96,310.61**	**$4,780.12**	**$0.00**	**$101,090.73**	**95.58%**	**$4,677.39**	**$5,054.54**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	$494,471.12	$407,772.01	$30,160.12	$0.00	$437,932.13	88.57%	$56,538.99	$21,896.63

ELECTRIC, LLC

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

PARTIAL LIEN WAIVER

Project: Clive Greenbelt Landing

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

THE UNDERSIGNED DOES HEREBY WAIVE AND RELEASE ALL BOND CLAIMS, LIENS, OR PROJECT OWNER AND ANY SURETIES, FOR LABOR, SERVICES, MATERIAL OR EQUIPMENT, AS PROVIDED BY THE UNDERSIGNED, BUT ONLY TO THE EXTENT OF PAYMENT RECEIVED, AS INDICATED AND AS LIMITED BELOW:

(X) **CONDITIONAL** Release: This waiver and release is contingent upon receipt of payment and final bank clearance of said remittance in the amount of $28,652.12 (Draw #14) . The remittance identified as payment and endorsed by the undersigned marked "Paid" or otherwise canceled by the bank against which said remittance was drawn, shall constitute conclusive proof that said invoice or pay request was paid and that payment thereof was received by the Undersigned, and thereupon this waiver and release shall become effective automatically without the requirement of any further act, acknowledgment or receipt on the part of the Undersigned.

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

Julie Hoey _____ Signature

Julie Hoey _____ Print Name

CFO _____ Title

12-22-25 _____ Date

Memo

TO: Mayor and Council members
FROM: Alyssa Welling, Administrative Assistant
DATE: January 8, 2026
RE: Approve Pay Request #15 - Central Iowa Mechanical - Greenbelt Landing Construction Project - $5,837.75

SYNOPSIS:
Staff recommends approval of Pay Request #15 to Central Iowa Mechanical for the work completed to date on the Greenbelt Landing Project.

Original contract amount: **$259,869.00**
Total Change Orders to Date: **$20,040.50**
Contract + Change Orders: **$279,909.50**
Pay Request #15: **$5,837.75**
Total Requested to Date: **$259,615.38**
Remaining contract amount: **$20,294.12**

Attachments:
1. CIM Pay App 15 - December

TO CONTRACTOR:

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

PROJECT:

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

APPLICATION NO: 15
INVOICE NO: 15
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 23046
CONTRACT NO: SC-001 Clive Greenbelt Landing
CONTRACT DATE: 09/12/2024
CERTIFICATE DATE: 12/30/2025
SUBMITTED DATE:

FROM SUBCONTRACTOR:

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

SUBCONTRACT FOR: Central Iowa Mechanical - BP 22

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$259,869.00
2.	Net change by change orders		$20,040.50
3.	Contract Sum to date (Line 1 ± 2)		$279,909.50
4.	Total completed and stored to date (Column G on detail sheet)		$273,279.36
5.	Retainage:		
	a. 5.00% of completed work	$13,663.98	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$13,663.98
6.	Total earned less retainage (Line 4 less Line 5 Total)		$259,615.38
7.	Less previous certificates for payment (Line 6 from prior certificate)		$253,777.63
8.	Current payment due:		$5,837.75
9.	Balance to finish, including retainage (Line 3 less Line 6)		$20,294.12

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$20,748.91	$(708.41)
Total approved this month:	$0.00	$0.00
Totals:	$20,748.91	$(708.41)
Net change by change orders:	$20,040.50	

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

SUBCONTRACTOR: Central Iowa Mechanical

By: _____ Date: _____

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

Bruce Morrow
Digitally signed by Bruce Morrow
DN: E=Bruce.Morrow@smithgroup.com, CN=Bruce Morrow, OU=Users, OU=MD, DC=smithgroup, DC=com
Date: 2025.12.30 16:48:59-06'00'

Drew Johnson
Digitally signed by Drew Johnson
DN: C=US, E=drewj@dcigroup-us.com, CN=Drew Johnson
Date: 2025.12.31 08:00:29-06'00'

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

APPLICATION NUMBER: 15
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	22-220000.000.Subcontract BP #22 Mechanical	Mobilization	$13,468.00	$13,468.00	$0.00	$0.00	$13,468.00	100.00%	$0.00	$673.40
2	22-220000.000.Subcontract BP #22 Mechanical	Bonds and permits	$3,798.00	$3,798.00	$0.00	$0.00	$3,798.00	100.00%	$0.00	$189.90
3	22-220000.000.Subcontract BP #22 Mechanical	Demo work	$26,424.00	$26,424.00	$0.00	$0.00	$26,424.00	100.00%	$0.00	$1,321.21
4	22-220000.000.Subcontract BP #22 Mechanical	Plumbing Rough in	$32,785.00	$32,785.00	$0.00	$0.00	$32,785.00	100.00%	$0.00	$1,639.25
5	22-220000.000.Subcontract BP #22 Mechanical	HVAC rough in	$33,954.00	$33,954.00	$0.00	$0.00	$33,954.00	100.00%	$0.00	$1,697.70
6	22-220000.000.Subcontract BP #22 Mechanical	Concrete pads	$7,790.00	$7,790.00	$0.00	$0.00	$7,790.00	100.00%	$0.00	$389.50
7	22-220000.000.Subcontract BP #22 Mechanical	HVAC Equipment setting	$90,915.00	$90,914.86	$0.00	$0.00	$90,914.86	100.00%	$0.14	$4,545.75
8	22-220000.000.Subcontract BP #22 Mechanical	Plumbing fixtures	$11,154.00	$8,000.00	$2,596.00	$0.00	$10,596.00	95.00%	$558.00	$529.80
9	22-220000.000.Subcontract BP #22 Mechanical	HVAC Trim out	$2,549.00	$1,200.00	$1,349.00	$0.00	$2,549.00	100.00%	$0.00	$127.45
10	22-220000.000.Subcontract BP #22 Mechanical	HVAC Start up	$3,045.00	$2,000.00	$0.00	$0.00	$2,000.00	65.68%	$1,045.00	$100.00
11	22-220000.000.Subcontract BP #22 Mechanical	Temperature controls	$20,460.00	$19,460.00	$1,000.00	$0.00	$20,460.00	100.00%	$0.00	$1,023.00
12	22-220000.000.Subcontract BP #22 Mechanical	Test and Balance	$3,940.00	$0.00	$0.00	$0.00	$0.00	0.00%	$3,940.00	$0.00
13	22-220000.000.Subcontract BP #22 Mechanical	Insulation	$7,300.00	$7,300.00	$0.00	$0.00	$7,300.00	100.00%	$0.00	$365.00
14	22-220000.000.Subcontract BP #22 Mechanical	De mobilization	$2,287.00	$0.00	$1,200.00	$0.00	$1,200.00	52.47%	$1,087.00	$60.00
		TOTALS:	**$259,869.00**	**$247,093.86**	**$6,145.00**	**$0.00**	**$253,238.86**	**97.45%**	**$6,630.14**	**$12,661.96**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
15	**CCO #001 Central Iowa Mechanical CO #1**								
15.1	**PCO #001 CE #006 - Community Building S**								
15.1.1	22-220000.000.Subcontract BP #22 Mechanical	$2,640.37	$2,640.37	$0.00	$0.00	$2,640.37	100.00%	$0.00	$132.02
16	**CCO #002 Central Iowa Mechanical CO #2**								
16.1	**PCO #002 PCO #2 - CE 04, 08, 11**								
16.1.1	22-220000.000.Subcontract BP #22 Mechanical	$1,062.83	$1,062.83	$0.00	$0.00	$1,062.83	100.00%	$0.00	$53.14
16.1.2	22-220000.000.Subcontract BP #22 Mechanical	$2,591.80	$2,591.80	$0.00	$0.00	$2,591.80	100.00%	$0.00	$129.59
16.1.3	22-220000.000.Subcontract BP #22 Mechanical Construction Bulletin #5	$(708.41)	$(708.41)	$0.00	$0.00	$(708.41)	100.00%	$0.00	$(35.42)
17	**CCO #003 CO#3 CIM**								
17.1	**PCO #003 CO#3 CIM**								
17.1.1	22-220000.000.Subcontract BP #22 Mechanical Contract Extension	$785.30	$785.30	$0.00	$0.00	$785.30	100.00%	$0.00	$39.27
18	**CCO #004 Central Iowa Mechanical CO #4**								
18.1	**PCO #004 CIM Change Order #4**								
18.1.1	22-220000.000.Subcontract BP #22 Mechanical RFI #42	$4,028.80	$4,028.80	$0.00	$0.00	$4,028.80	100.00%	$0.00	$201.44
18.1.2	22-220000.000.Subcontract BP #22 Mechanical RFI #54 2" water line connection in pump house building	$8,097.39	$8,097.39	$0.00	$0.00	$8,097.39	100.00%	$0.00	$404.86
18.1.3	22-220000.000.Subcontract BP #22 Mechanical Repair Damaged Gas Line	$1,542.42	$1,542.42	$0.00	$0.00	$1,542.42	100.00%	$0.00	$77.12
	TOTALS:	**$20,040.50**	**$20,040.50**	**$0.00**	**$0.00**	**$20,040.50**	**100.00%**	**$0.00**	**$1,002.02**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$279,909.50**	**$267,134.36**	**$6,145.00**	**$0.00**	**$273,279.36**	**97.63%**	**$6,630.14**	**$13,663.98**

Memo

TO: Mayor and Council members
FROM: Alyssa Welling, Administrative Assistant
DATE: January 8, 2026
RE: Approve Pay Request #15 - Keystone Construction - Greenbelt Landing Construction Project - $237,979.31

SYNOPSIS:
Staff recommends approval of Pay Request #15 to Keystone Construction for the work completed to date on the Greenbelt Landing Project.

Original contract amount: **$2,518,000.00**
Total Change Orders to Date: **$172,340.27**
Contract + Change Orders: **$2,690,340.27**
Pay Request #15: **$237,979.31**
Total Requested to Date: **$2,274,544.12**
Remaining contract amount: **$415,796.15**

Attachments:
1. Keystone Pay App 15 - December

TO CONTRACTOR:

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

PROJECT:

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

APPLICATION NO: 15
INVOICE NO: No 15 - Dec
PERIOD: 12/01/25 - 12/31/25
PROJECT NO: 23046
CONTRACT NO: SC-002 Clive Greenbelt Landing
CONTRACT DATE: 09/26/2024
CERTIFICATE DATE: 12/29/2025
SUBMITTED DATE: 12/23/2025

FROM SUBCONTRACTOR:

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

SUBCONTRACT FOR: Keystone Construction - BP #6

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum		$2,518,000.00
2.	Net change by change orders		$172,340.27
3.	Contract Sum to date (Line 1 ± 2)		$2,690,340.27
4.	Total completed and stored to date (Column G on detail sheet)		$2,394,257.00
5.	Retainage:		
	a. 5.00% of completed work	$104,301.84	
	b. 5.00% of stored material	$15,411.04	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$119,712.88
6.	Total earned less retainage (Line 4 less Line 5 Total)		$2,274,544.12
7.	Less previous certificates for payment (Line 6 from prior certificate)		$2,036,564.81
8.	Current payment due:		$237,979.31
9.	Balance to finish, including retainage (Line 3 less Line 6)		$415,796.15

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$172,340.27	$0.00
Total approved this month:	$0.00	$0.00
Totals:	$172,340.27	$0.00
Net change by change orders:	$172,340.27	

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

SUBCONTRACTOR: Keystone Construction Services LLC

By: _____ Date: _____

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

Bruce Morrow
Digitally signed by Bruce Morrow
DN: E=Bruce.Morrow@smithgroup.com, CN=Bruce Morrow, OU=Users, OU=MD, DC=smithgroup, DC=com
Date: 2025.12.29 16:36:10-06'00'

Drew Johnson
Digitally signed by Drew Johnson
DN: C=US, E=drewj@dcigroup-us.com, CN=Drew Johnson
Date: 2025.12.31 08:01:55-06'00'

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

APPLICATION NUMBER: 15
APPLICATION DATE: 12/24/2025
PERIOD: 12/01/25 - 12/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	6-60500.000.Subcontract BP# 6 General	General Requirements	$341,983.73	$264,885.00	$77,098.73	$0.00	$341,983.73	100.00%	$0.00	$17,099.19
2	6-60500.000.Subcontract BP# 6 General	Temp Facilities and Controls	$20,000.00	$13,700.00	$6,300.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
3	6-60500.000.Subcontract BP# 6 General	Demolition	$23,465.00	$15,100.00	$8,365.00	$0.00	$23,465.00	100.00%	$0.00	$1,173.25
4	6-60500.000.Subcontract BP# 6 General	Cast-in-Place Concrete	$335,919.83	$316,109.99	$408.31	$0.00	$316,518.30	94.22%	$19,401.53	$15,825.92
5	6-60500.000.Subcontract BP# 6 General	Unit Masonry	$65,987.00	$65,987.00	$0.00	$0.00	$65,987.00	100.00%	$0.00	$3,299.35
6	6-60500.000.Subcontract BP# 6 General	Cast Stone Masonry	$19,050.00	$19,050.00	$0.00	$0.00	$19,050.00	100.00%	$0.00	$952.50
7	6-60500.000.Subcontract BP# 6 General	Structural Steel Framing	$367,700.00	$186,471.00	$20,070.00	$119,400.00	$325,941.00	88.64%	$41,759.00	$16,297.05
8	6-60500.000.Subcontract BP# 6 General	Rough Carpentry	$10,346.50	$10,346.50	$0.00	$0.00	$10,346.50	100.00%	$0.00	$517.33
9	6-60500.000.Subcontract BP# 6 General	Finish Carpentry	$49,682.19	$42,000.00	$0.00	$0.00	$42,000.00	84.54%	$7,682.19	$2,100.00
10	6-60500.000.Subcontract BP# 6 General	Wood Decking	$550,987.04	$550,987.04	$0.00	$0.00	$550,987.04	100.00%	$0.00	$27,549.35
11	6-60500.000.Subcontract BP# 6 General	Weather Barriers	$2,000.00	$0.00	$2,000.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
12	6-60500.000.Subcontract BP# 6 General	Asphalt Shingles	$31,170.00	$5,520.00	$25,650.00	$0.00	$31,170.00	100.00%	$0.00	$1,558.50
13	6-60500.000.Subcontract BP# 6 General	Metal Wall Panels	$22,875.00	$0.00	$14,809.00	$0.00	$14,809.00	64.74%	$8,066.00	$740.45
14	6-60500.000.Subcontract BP# 6 General	Thermoplastic Membrane Roofing	$17,579.00	$11,332.00	$0.00	$0.00	$11,332.00	64.46%	$6,247.00	$566.60
15	6-60500.000.Subcontract BP# 6 General	Joint Sealants	$1,500.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,500.00	$0.00
16	6-60500.000.Subcontract BP# 6 General	Hollow Metal Doors and Frames	$32,508.95	$0.00	$0.00	$30,606.00	$30,606.00	94.15%	$1,902.95	$1,530.30
17	6-60500.000.Subcontract BP# 6 General	Aluminum-Framed Storefronts	$66,810.00	$23,656.00	$5,654.00	$9,072.23	$38,382.23	57.45%	$28,427.77	$1,919.11
18	6-60500.000.Subcontract BP# 6 General	Gypsum Board Assemblies	$217,630.00	$99,795.00	$0.00	$111,550.00	$211,345.00	97.11%	$6,285.00	$10,567.25
19	6-60500.000.Subcontract BP# 6 General	Tiling	$97,740.00	$0.00	$40,000.00	$0.00	$40,000.00	40.92%	$57,740.00	$2,000.00
20	6-60500.000.Subcontract BP# 6 General	Resilient Flooring	$600.00	$0.00	$0.00	$0.00	$0.00	0.00%	$600.00	$0.00
21	6-60500.000.Subcontract BP# 6 General	Painting	$40,500.00	$31,084.00	$7,391.00	$0.00	$38,475.00	95.00%	$2,025.00	$1,923.75
22	6-60500.000.Subcontract	Dimensional Letter Signage	$3,898.00	$0.00	$0.00	$0.00	$0.00	0.00%	$3,898.00	$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP# 6 General									
23	6-60500.000.Subcontract BP# 6 General	Specialties	$4,416.19	$0.00	$0.00	$0.00	$0.00	0.00%	$4,416.19	$0.00
24	6-60500.000.Subcontract BP# 6 General	Toilet Compartments	$6,618.00	$0.00	$0.00	$0.00	$0.00	0.00%	$6,618.00	$0.00
25	6-60500.000.Subcontract BP# 6 General	Toilet/Bath/Laundry Access	$4,950.00	$0.00	$4,950.00	$0.00	$4,950.00	100.00%	$0.00	$247.50
26	6-60500.000.Subcontract BP# 6 General	Manufactured Fireplaces	$49,990.00	$12,497.50	$0.00	$37,492.50	$49,990.00	100.00%	$0.00	$2,499.51
27	6-60500.000.Subcontract BP# 6 General	Fire Protection Specialties	$322.00	$0.00	$0.00	$0.00	$0.00	0.00%	$322.00	$0.00
28	6-60500.000.Subcontract BP# 6 General	Closet and Utility Shelving	$5,454.00	$0.00	$0.00	$0.00	$0.00	0.00%	$5,454.00	$0.00
29	6-60500.000.Subcontract BP# 6 General	Residential Kitchen Appliances	$4,422.00	$0.00	$0.00	$0.00	$0.00	0.00%	$4,422.00	$0.00
30	6-60500.000.Subcontract BP# 6 General	Projectors	$10,565.00	$3,425.49	$0.00	$0.00	$3,425.49	32.42%	$7,139.51	$171.27
31	6-60500.000.Subcontract BP# 6 General	Window Shades	$14,488.00	$0.00	$0.00	$0.00	$0.00	0.00%	$14,488.00	$0.00
32	6-60500.000.Subcontract BP# 6 General	Residential Casework	$18,552.57	$18,552.57	$0.00	$0.00	$18,552.57	100.00%	$0.00	$927.63
33	6-60500.000.Subcontract BP# 6 General	Decorative Metal Fences - Gates	$48,710.00	$0.00	$17,961.35	$0.00	$17,961.35	36.87%	$30,748.65	$898.07
34	6-60500.000.Subcontract BP# 6 General	Site Improvements	$29,580.00	$29,580.00	$0.00	$0.00	$29,580.00	100.00%	$0.00	$1,479.01
		TOTALS:	**$2,518,000.00**	**$1,720,079.09**	**$230,657.39**	**$308,120.73**	**$2,258,857.21**	**89.71%**	**$259,142.79**	**$112,942.89**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
35	**CCO #001 Keystone Change Order #001**								
35.1	**PCO #001 Keystone Change Order #01**								
35.1.1	6-60500.000.Subcontract BP# 6 General	$6,313.04	$6,313.04	$0.00	$0.00	$6,313.04	100.00%	$0.00	$315.65
35.1.2	6-60500.000.Subcontract BP# 6 General	$572.00	$572.00	$0.00	$0.00	$572.00	100.00%	$0.00	$28.60
35.1.3	6-60500.000.Subcontract BP# 6 General Additional Fencing	$2,775.00	$2,775.00	$0.00	$0.00	$2,775.00	100.00%	$0.00	$138.75
36	**CCO #002 Keystone Change Order #002**								
36.1	**PCO #002 CE #010 - ASI #2 - Window Sill**								
36.1.1	6-60500.000.Subcontract BP# 6 General ASI #2 - Window Sills	$3,435.43	$3,435.43	$0.00	$0.00	$3,435.43	100.00%	$0.00	$171.77
36.1.2	6-60500.000.Subcontract BP# 6 General Additional boardwalk footings	$11,096.28	$0.00	$0.00	$0.00	$0.00	0.00%	$11,096.28	$0.00
37	**CCO #003 Keystone Change Order #003**								

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
37.1	**PCO #003 PCO #3 - CE 4, CE8, CE15**								
37.1.1	6-60500.000.Subcontract BP# 6 General	$13,937.20	$13,937.20	$0.00	$0.00	$13,937.20	100.00%	$0.00	$696.86
37.1.2	6-60500.000.Subcontract BP# 6 General	$17,284.80	$10,200.00	$0.00	$0.00	$10,200.00	59.01%	$7,084.80	$510.00
37.1.3	6-60500.000.Subcontract BP# 6 General RFI #39	$1,552.98	$1,552.98	$0.00	$0.00	$1,552.98	100.00%	$0.00	$77.65
38	**CCO #004 CO#4 Keystone**								
38.1	**PCO #004 CO#4 Keystone**								
38.1.1	6-60500.000.Subcontract BP# 6 General Contract Extension	$93,007.98	$65,000.00	$10,000.00	$100.00	$75,100.00	80.75%	$17,907.98	$3,755.00
39	**CCO #005 Keystone Change Order #005**								
39.1	**PCO #005 Keystone CO #5**								
39.1.1	6-60500.000.Subcontract BP# 6 General Boardwalk hydrodynamic report	$11,362.00	$11,362.00	$0.00	$0.00	$11,362.00	100.00%	$0.00	$568.10
39.1.2	6-60500.000.Subcontract BP# 6 General RFI # Knox Box	$158.00	$0.00	$0.00	$0.00	$0.00	0.00%	$158.00	$0.00
39.1.3	6-60500.000.Subcontract BP# 6 General Relocation/Removal of EPA Fencing	$304.98	$304.98	$0.00	$0.00	$304.98	100.00%	$0.00	$15.25
40	**CCO #006 Keystone Change Order #006**								
40.1	**PCO #006 PCO #6 Keystone**								
40.1.1	6-60500.000.Subcontract BP# 6 General Construction Bulletin #4	$5,274.07	$0.00	$5,274.07	$0.00	$5,274.07	100.00%	$0.00	$263.70
40.1.2	6-60500.000.Subcontract BP# 6 General ASI #4	$1,576.33	$0.00	$1,576.33	$0.00	$1,576.33	100.00%	$0.00	$78.82
40.1.3	6-60500.000.Subcontract BP# 6 General RFI #74 Increase to conduit hole size for stage steel lighting	$263.12	$0.00	$263.12	$0.00	$263.12	100.00%	$0.00	$13.16
40.1.4	6-60500.000.Subcontract BP# 6 General Window Roller Shade Switches Add	$693.42	$0.00	$0.00	$0.00	$0.00	0.00%	$693.42	$0.00
40.1.5	6-60500.000.Subcontract BP# 6 General Window 6 Lintel	$2,733.64	$0.00	$2,733.64	$0.00	$2,733.64	100.00%	$0.00	$136.68
	TOTALS:	**$172,340.27**	**$115,452.63**	**$19,847.16**	**$100.00**	**$135,399.79**	**78.57%**	**$36,940.48**	**$6,769.99**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$2,690,340.27**	**$1,835,531.72**	**$250,504.55**	**$308,220.73**	**$2,394,257.00**	**88.99%**	**$296,083.27**	**$119,712.88**

CONDITIONAL LIEN WAIVER AND RELEASE UPON PROGRESS PAYMENT

KNOW ALL MEN BY THESE PRESENTS:

Upon receiving progress payment in the sum of **$250,504.55** for the job City of Clive Greenbelt Landing, receipt of which is hereby acknowledged, hereby waives, releases, satisfies all lien rights, claims or demands of any kind whatsoever, against the City of Clive, its successors and assigns, which the undersigned now has. This release covers a progress payment for labor, services, equipment or materials furnished to the City of Clive through **December 31st, 2025**, only and does not cover any retention retained before or after the release date.

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

Dated: **December 31, 2025**

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

By: **Justin Menke**

Title: **President**

Signature: _____

Memo

TO: Mayor and Council members
FROM: Jonathan Cygan, Civil Engineer
DATE: January 8, 2026
RE: Approve Pay Request #19 - Alliance Construction Group - NW 114th Street Reconstruction - $8,400.00

SYNOPSIS:

Staff is recommending approval of a Pay Request to Alliance Construction Group for work performed on the above referenced project.

Pay Estimate #19 - $8,400.00

On 8/12/2025 it was discovered that a previous liquidated damage of 1 day to the total of $750.00 was charged to the contractor on pay request #7 11/14/2024. On the following pay request, Payment 8, issued on 12/12/2024 the liquidated damage was removed after Alliance Construction and City staff reestablished a new schedule to complete the remaining work on Stage 3 of the project. Due to limitations of APPIA, the payment and quantities software, the reports provided are now showing $750 dollars that the city has not actually paid the contractor. The running ledger below reflects the correct quantities that the City has issued to Alliance Construction Group.

Payment Number	Payment	Payments to Date
Pay Estimate #1 (5/2/2024)	$51,729.87	$51,729.87
Pay Estimate #2 (6/13/2024)	$92,483.00	$144,212.87
Pay Estimate #3 (7/11/2024)	$24,105.85	$168,318.72
Pay Estimate #4 (8/8/2024)	$114,289.69	$282,608.41
Pay Estimate #5 (9/12/2024)	$51,228.41	$333,836.82
Pay Estimate #6 (10/10/2024)	$203,102.01	$536,938.83
Pay Estimate #7 (11/14/2024)	$211,778.01	$748,716.84
Pay Estimate #8 (12/12/204)	$19,605.63	$768,322.47
Pay Estimate #9 (1/9/2025)	$11,328.75	$779,651.22
Pay Estimate #10 (2/6/2025)	$5,796.90	$785,448.12
Pay Estimate #11 (3/13/2025)	$4,144.46	$789,592.58
Pay Estimate #12 (5/1/2025)	$125,995.23	$915,587.81
Pay Estimate #13 (6/12/2025)	$323,324.92	$1,238,912.73
Pay Estimate #14 (7/10/2025)	$28,738.03	$1,267,650.76
Pay Estimate #15 (8/14/2025)	$5,780.18	$1,273,430.94
Pay Estimate #16 (9/11/2025)	$53,850.17	$1,327,281.11
Pay Estimate #17 (11/13/2025)	$14,949.91	$1,342,231.02
Pay Estimate #18 (12/11/2025)	$1,500.00	$1,343,731.02
Pay Estimate #19 (1/8/2026)	$8,400.00	$1,352,131.02

A breakdown of the contract status is as follows:

Amended Contract Amount	-	$1,368,827.39
Paid to Date	-	$1,352,131.02
Contract Remaining	-	$ 16,696.37

($750 of the remaining funds will be removed by Changer Order #10.)

Please feel free to contact me at jcygan@cityofclive.com or 515-867-5141 prior to the meeting if you have any questions or concerns.

Attachments:

1. Pay Request #19

City of Clive
Payment Invoice
NW 114TH STREET RECONSTRUCTION

Description	Road reconstruction from 200' west of Nw 111th to walnut creek bridge.
Payment Number	19
Pay Period	11/16/2025 to 12/15/2025
Approval Date	01/08/2026
Prime Contractor	Alliance Construction Group, LLC 9400 Plum Dr. Urbandale, IA 50322
Payment Status	Pending
Awarded Project Amount	$1,349,523.50
Authorized Amount	$1,368,827.39

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0460	24-046	SQ	112.000	$75.000	$8,400.00
SODDING					
				Section Total:	**$8,400.00**
				Project Total:	**$8,400.00**

Summary

Current Approved Work:	$8,400.00	**Approved Work To Date:**	$1,368,827.39
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$92,483.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$92,483.00
Current Retainage:	$0.00	**Retainage To Date:**	$67,946.37
Current Retainage Released:	$0.00	**Retainage Released To Date:**	$52,000.00
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$8,400.00	**Payments To Date:**	$1,352,881.02
Previous Payment:	$1,500.00	**Previous Payments To Date:**	$1,344,481.02

_____ _____

Mayor, City of Clive **Date**

_____ _____

Project Engineer, Jonathan Cygan **Date**

_____ _____

Field Engineer, Nolan Daft **Date**

_____ _____

Contractor, Alliance Construction Group **Date**

Memo

TO: Mayor and Council members
FROM: Jonathan Cygan, Civil Engineer
DATE: January 8, 2026
RE: Approve Pay Request #24 - University Blvd. Booster Station Facility Upgrade - Snyder & Associates - $1,282.50

SYNOPSIS:
At the March 24, 2022 City Council Meeting, the Council approved a Professional Services Agreement with Snyder & Associates for the design of improvements to the City's water pump station on University Boulevard. The pump station controls are outdated and the electric panels are located outside. The Consultant is working on the design and has submitted a request for pay. Staff recommends approval of Pay Request #24, in the amount of $1,282.50 to Snyder & Associates, for professional services completed on the design for the University Boulevard Pump Station Improvements Project.

AGREEMENT

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

PAY REQUEST SUMMARY

Pay Request #1 (8/11/22)	$ 1,870.07
Pay Request #2 (8/11/22)	$ 4,621.50
Pay Request #3 (9/8/22)	$ 3,361.88
Pay Request #4 (10/13/22)	$ 2,231.50
Pay Request #5 (1/12/23)	$ 4,576.50
Pay Request #6 (6/8/23)	$ 1,886.50
Pay Request #7 (7/13/23)	$ 1,297.50
Pay Request #8 (8/10/23)	$ 1,932.75
Pay Request #9 (10/12/23)	$ 1,257.26
Pay Request #10 (11/9/23)	$ 1,092.50
Pay Request #11 (1/11/24)	$ 1,330.00
Pay Request #12 (9/12/24)	$ 5,811.05
Pay Request #13 (9/12/24)	$ 5,160.00
Pay Request #14 (10/10/24)	$ 2,088.25
Pay Request #15 (11/14/24)	$ 13,066.84
Pay Request #16(12/12/24)	$ 10,988.30
Pay Request #17 (1/9/25)	$ 4,146.25
Pay Request #18 (2/6/25)	$ 21,801.71
Pay Request #19 (3/13/25)	$ 24,355.25
Pay Request #20 (4/10/25)	$ 2,998.75
Pay Request #21 (6/12/25)	$ 1,713.50
Pay Request #22 (10/9/25)	$ 3,048.00
Pay Request #23 (12/11/25)	$ 1,194.00
Pay Request #24 (1/8/26)	$ 1,282.50

Total Requested to Date	$ 123,112.36
Amount paid previously	$ 121,829.86
Amount due this pay request	**$ 1,282.50**
Amount remaining on Amended Agreement	$ 83,787.64

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

Attachments:
1. Progress Report #24
2. Invoice #24

December 23, 2025

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

RE: UNIVERSITY BLVD. BOOSTER STATION FACILITY UPGRADE
PROGRESS REPORT No. 24

Mr. May,

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

- Review and development of concepts to move booster station to the east side of 75th Street.

The current schedule for the project is shown below. We are waiting for authorization to finalize the site selection (east or west of 75th) based on the City's current review of adjacent street corridors that could impact the booster station location.

- ~~30% plans to City for review: November 22, 2024 December 10, 2024~~
- ~~60% plans to City for review: February 12, 2025~~
- Submit 90% plans, specs, OPC to City for review: January/February 2026
- Submit 100% plans, specs, OPC to Clive for bidding: April 2026
- Submit 100% plans, specs, summary memo to IDNR for construction permit: April 2026
- Letting: Summer 2026

We are currently 61% billed through the invoicing period described above. Should you have any questions on this update, please feel free to call or email me at your convenience. Thank you for the opportunity to provide professional services for the City of Clive.

Respectfully,
SNYDER & ASSOCIATES, INC.

Brett Paige, P.E.
Civil Engineer

V:\Projects\2022\122.0393.01\Administration\ProgressReport24_1220393.docx

SNYDER & ASSOCIATES

IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

INVOICE FOR PROFESSIONAL SERVICES

December 23, 2025

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

Invoice No: 122.0393.010 - 24

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

Project **122.0393.010** **University Blvd. Booster Station Facility Upgrade**

Professional Services through November 30, 2025

Basic Services

Administration
Hourly Services

	Hours	Rate	Amount	
Principal Engineer I	.25	246.00	61.50	
Total Services	.25		61.50	
				61.50
		Task Subtotal		**$61.50**

	Total	Prior	Current
Billings to Date	**7,420.99**	**7,359.49**	**61.50**

Survey

Task Subtotal		**0.00**

	Total	Prior	Current
Billings to Date	**8,711.82**	**8,711.82**	**0.00**

Preliminary Design
Hourly Services

	Hours	Rate	Amount	
Principal Engineer I	1.00	246.00	246.00	
Total Services	1.00		246.00	
				246.00
		Task Subtotal		**$246.00**

	Total	Prior	Current
Billings to Date	**75,386.25**	**75,140.25**	**246.00**

Final Design
Hourly Services

	Hours	Rate	Amount	
Lead Technician	6.25	156.00	975.00	
Total Services	6.25		975.00	
				975.00
		Task Subtotal		**$975.00**

Project	122.0393.010	Clv-UniversityBlvdBoosterStaFacilUpgrade	Invoice	24

	Total	Prior	Current
Billings to Date	**1,497.00**	**522.00**	**975.00**

Permitting

Task Subtotal **0.00**

	Total	Prior	Current
Billings to Date	**1,609.50**	**1,609.50**	**0.00**

Bidding

Task Subtotal **0.00**

Conceptual Design

Task Subtotal **0.00**

	Total	Prior	Current
Billings to Date	**20,959.00**	**20,959.00**	**0.00**

FEMA Grant Assistance

Task Subtotal **0.00**

	Total	Prior	Current
Billings to Date	**5,595.05**	**5,595.05**	**0.00**

Billing Limits	Current	Prior	To-Date
Total Billings	1,282.50	119,897.11	121,179.61
Limit			204,967.00
Remaining			83,787.39

Phase Subtotal **$1,282.50**

Additional Services

City Water Demand Projection Updates

Task Subtotal **0.00**

	Total	Prior	Current
Billings to Date	**1,932.75**	**1,932.75**	**0.00**

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	1,932.75	1,932.75
Limit			1,932.75

Phase Subtotal **0.00**

Amount Due this Invoice **$1,282.50**

	Total	Prior	Current
Billings to Date	**123,112.36**	**121,829.86**	**1,282.50**

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Brett Paige

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve Proposal - Chestnut Signs - City Hall-Library Exterior Signage Project - $51,030.00

SYNOPSIS:
In November 2025 the City released a Request For Proposals (RFP) to receive competitive quotes for replacement of the exterior signage on the City Hall-Library Building as a part of the building's overall renovation project. In December 2025 the City received two responses to the RFP from Chestnut and Latitude signage companies. Both companies provided quotes outlining the originally specified ACM material for the signage along with a longer-lasting aluminum material for the signage. Below are the quoted prices for all-in costs for the signage along with the aluminum alternates.

Chestnut - $44,460 base quote with total of $51,030 including aluminum alternate
Latitude - $50,634 base quote with total of $52,633 including aluminum alternate

The City appreciates receiving quotes from two well-known signage companies in the Central Iowa Area. Both companies have strong past projects and references, and both are capable of completing the work. Therefore, the City Manager recommends approving the quote from Chestnut for the signage in the amount of $51,030 including the aluminum alternate providing for longer lasting signage materials. The estimated budget for this work within the overall City Hall-Renovation Project is approximately $50,000, therefore these quotes are inline with the expected budgeted cost.

Included in the agenda packet are the RFP responses from both Chestnut and Latitude, along with the original RFP documentation. Staff recommends award to Chestnut for the City Hall-Library Exterior Signage project.

Attachments:
1. Chestnut - City Hall Exterior Signage proposal December 2025
2. Chestnut - City of clive - Bid proposal Quote
3. COI - Chesnut Sign Co-Clive City Hall
4. W-9 - Chestnut
5. City of Clive.Exteriors.LatitudeSignage.106767
6. Clive City Hall-Library Exterior Signage RFP Final 11-13-25
7. Clive Exterior Signage RFP Design and Specifications 11-13-25

Clive City Hall Proposal

Contractor
- Chesnut Signs Co Inc.

Address
- 971 NE Broadway Ave, Des Moines IA 50313

Project Managers
Adrian Mitchell - Sales/PM
Adam McFadden - Sales/PM

Scope of work
- Remove existing letters on two(2) existing structures
- Subcontract wall painting and repair
- Install new flat cut out letters and illuminated panel signs onto three(3) existing structures
- Coordinate with electrician to get power to the signs
-Install one non illuminated panel sign on existing brick structure

Warranty information
Chesnut Signs parts only warranty - one year
LED warranty - 5 year parts warranty
1” aluminum letters under signs - life of building warranty

Reference list

Casey’s Center- iowa events center
Wall signage

Harold Peterson
515-418-2605
Harold.Peterson@oakviewgroup.com







Reference list

Chesnut SIGNS Since 1945
www.chesnutsigns.com

EP True Dental
Removal, wall repair, and installation of illuminated Signage

Nicole Jones
(515)-224-9899
om@eptruedental.com









Reference list

Chesnut SIGNS Since 1945
www.chesnutsigns.com

West Des Moines
New Signage on walls and uplit monuments

Sara Gallagher
Director of Marketing
Senior Vice President
515-222-5757
SBryant@westbankstrong.com









-

Chesnut Sign Co., Inc.
971 NE Broadway Ave
Des Moines, IA, 50313- USA
Phone: (515)-243-8112 Fax: (515)-243-8146
www.chesnutsigns.com

ESTIMATE Submitted To:
CITYOFC003
Matt McQeillen
City of Clive
1900 NW 114th Street
Clive, IA 50325- USA

Job Name: building entrances
Phone: (515) 457-3091 Ext.
Fax: (515) 457-3092
Email mmcquillen@cityofclive.com

Job Name and Location
City of Clive
1900 NW 114th Street
Clive, IA 50325- USA

Estimate No	Estimate Date	Ship Via	Ship Date	Due Date	Payment Terms	Contact	Page
020017	12/3/2025				50 DEP/BAL COD	DRC	Page 1 of 5

Quantity	Description	Unit Price	Extended Price
1	Exterior Signage for Clive City Hall, Council Chambers, Library Building, and Directional Transformer Enclosure Price given based on customer supplied documents Documents used to supply quote Clive City Hall-Library Exterior Signage RFP Final 11-13-25 Clive Exterior Signage RFP Design and Specifications 11-13-25 No additional documents were given at time of proposal Sizes of signs scaled off Chesnut Signs initial survey and are not final Final colors and designs to be approved by the city prior to fabrication -Designs and colors that deviate from Chesnut Supplied may effect final costs ES1.1 Clive city hall sign Quantity x1 Approx size 50.25” x 249.25” Fabrication cost : $11300 Installation cost $2620 ES2.1 Council Chambers Quantity x1 Approx size 17.125” x 85” Fabrication cost : $6500 Installation cost $2220 ES3.1 Clive Public Library Quantity x1 Approx size 32” x 85” Fabrication cost : $9450 Installation cost $2620 ES4.1 Transformer Enclosure Sign Quantity x1 Approx size 43.25” x 181” Fabrication cost : $3680 Installation cost $950 Sign fabrication descriptions ES1.1 , ES2.1, ES3.1 3mm ACM panels routed to shape -There will be visible seams between some of the panels due to material size limitations Panels covered with standard 3m Dark green and apple green vinyl -If colors or materials are requested to change, additional cost will apply ACM panels mounted to wireway with adhesives Wireway to be 4” deep aluminum C channel and angle Wireways to be constructed with opening pointing up and down Openings covered with clear polycarbonate Wires to have standard LED lights inside for illumination	$39,500.00	$39,500.00

-LEDs are designed for standard illumination and will not project light as directional pod LEDs (separate line item for LED upgrade)
Wireways to be capped on either end by ACM covered in respective viny
Flat cut out letters to be 1” thick aluminum painted black- stud mounted flush onto wall
Valued engineering cost for 1” acrylic painted black letters supplied as separate line item

ES4.1
6mm ACM panels with digitally printed vinyl graphics
Printed to match standard 3m apple green
Backer panel to be mounted to existing brick wall with aluminum clips every 24”
"Clive" letters underneath to be 1" thick aluminum letters with painted finish
Upper case letters to be approximately 16.25" high
- Letters to be stud mounted flush to brick wall
**Due to the size of the backer panel, there will be a seam in the material

Assumptions for fabrication and installation
Price assumes remote power installation
-Customer supplied electrician to help get low voltage wires from inside of wire ways to inside of space with power supplies and primary 120v electrical
-Chesnut is not responsible for opening up access or getting wires to location of inside of wire ways
Price assumes facia bumpouts on existing archway structures to be removed by others at customers expense as shown in customer supplied drawing (Clive Exterior Signage RFP Design and Specifications 11-13-25) on page 4
-Chestnut Signs is not responsible for or contracted to remove facia bumpouts on existing archway structures

NOT INCLUDED
Cost of removal of existing letters or facia repair (separate line item)
Getting electrical to location of signs
Upgrade for directional Pod LED (separate line item)
Patching or painting of brick
Painting of ACM panels

1	Cost of removal of letters and repatch walls and paint	$2,460.00	$2,460.00

Chesnut Signs to remove existing letters

Certa pro to patch and paint walls after removal
Scope of work
Patch and paint the fascia behind where the signage will be removed
Each letter will have approximately 3-5 holes to be patched
Paint will be matched to existing and painted corner to corner within the fascia not to extend above or below the ledge break
The walls appear to be plywood covered in a textured material.

DOES NOT INCLUDE REMOVAL OR REPAIR OF BUMP OUT OF FACIA ARCHWAYS FOR INSTALLATION OF SINGS AS PROPOSED BY RECIVED DRAWINGS ON PAGE 4

Certa pro disclaimers
STANDARD LEVEL OF PREP
Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:
- Wash or wipe down surfaces being painted.
- Scrape loose and peeling paint. Please Note** Scraping will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming as needed to areas being painted. We do not spot prime areas being stained.
- Puttying, caulking, and wood filling as needed. We only caulk areas that were previously caulked and are missing or failing. We only remove caulking that is failing.
This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:
- Wood replacement
- Fixing imperfections that require feather sanding and bondo application. - Sanding unless otherwise noted. - Caulking of butt
joints. - Full recaulking if caulk is not failing or missing. - Resculpting trim and siding where damaged. - Stripping existing surface coating
PAINT COLORS: Colors are to be chosen by the client prior to work comencement. To

	pick your colors, please go to the nearest Sherwin Williams paint store. We will need the color name, color number, and sheen that you would like us to use. Color choices should be given to CertaPro no later than 10 business days before your projects start date to avoid delays. If after the job starts and a color change is required or requested, there will be a charge for time and material expenses incurred on the original color. Certain colors require special primer and/or additional coat of paint. Color changes most likely will require an additional coat, sometimes this cannot be determined until application of paint has been done. We cannot and do not guarantee exact color matches. At the time of the estimate CertaPro Painters may not know what customer's final color choice will be, therefore, CertaPro Painters reserves the right to amend the proposal for the additional labor and materials. COLOR CONSULTATION: Available upon request CARPENTRY: If carpentry work is to be performed on this project, we do offer this service. Otherwise all carpentry repairs need to be completed prior to painting beginning. CertaPro retains a carpenter should rotten wood be found during the preparation process. If repair is needed, an estimate for the required repairs will be provided prior to any repairs being performed. While indications of carpentry may or may not have been noticed during the original estimate, sometimes the full extent of the project cannot be determined until we start working. Unforeseen conditions cannot be predicted, and therefore are not included in this bid. SCHEDULING: We will do our best to accommodate all of your scheduling needs; however, all project timeframes, including completion date and scheduling of the project are subject to change regardless of size, scope or nature of the project.		
1	Alternate Possible upgrade for illuminated signs Replace standard LEDs quoted with directional pod LEDs Directional pod LEDs are designed to project light further than standard LEDs Standard LED illumination will not be as visible as directional Pod LEDs Pod LEDs will produce more intentional illumination on panels, walls, and letters	$2,500.00	$2,500.00
1	Alternate Cost to upgraded panels from ACM material to .125" aluminum. +$5700 Cost also includes upgrade from quoted vinyl applied to the face of the panels to automotive paint on the panels. +$800 Paint colors to be determined by customer for final proofs Applied vinyl has the chance to shirnk or curle after long sun exposue. Painting provides less failure points than vinyl	$6,570.00	$6,570.00
1	- All quotes based on information given at the time. Prices are subject to change. Quotes assume standard installation access and work to be performed during normal business hours (M-F 730am to 4pm) Quotes assume use of Chesnut Signs' standard equipment. If rental equipment is required due to reach, access, obstruction etc. additional charges will apply. - Chesnut to connect all lit signage to primary power if available within 6' of the sign at the time of install. Chesnut Signs is not responsible for running primary power. This must be performed by a licensed electrician. - Permitting of all signs is not included in this proposal as this is a city job for city properties. Any and all permitting if necessary will need to be addressed prior to install. ***NOTICE*** Due to the volatility of the current market all quotes that incorporate materials that may be affected by tariffs and supply chain adjustments are subject to change daily upon receipt of the order and current market pricing reviews at that time. We do apologize for this temporary uncertainty and we are carefully examining the market daily to help maintain costs and quality of goods.	$0.00	$0.00

For: City of Clive

Respectfully Submitted x _____ Date _____
Authorized Signature for Chesnut Sign Co., Inc.

----ADDITIONAL TERMS AND CONDITIONS DO APPLY AND ARE ON SEPARATE PAGE----

Your signature below recognizes that you have read, understand, and accept all the terms within this quote as well as personally guarantees all conditions including payment terms.

Accepted by x _____ Date _____
Authorized Signature for Buyer.

Please Print x _____ Title _____

Taxable:	$0.00
NonTaxable:	$51,030.00
SalesTax:	$0.00
Freight:	$0.00
Misc	$0.00
Total:	$51,030.00

Thank You

========== - All final prices are plus required tax, permits, acquisition fees, required engineering, and survey fees - All signs and awnings are per approved layout - All prices are based on using customer supplied artwork in an approved format (ie., .EPS, .AI, Vector line art) - All prices are based on the information given at the time and subject to a final survey and artwork supplied -All prices are based on standard installation procedures allowing adequate access to the site. Any unforeseen objects or obstructions within any walls or limited access resulting in substandard installations will be charged in addition to the stated price above -All prices are based on 120 volt primary power supplies. Any alternative voltage power supplies needed will result in additional costs above and beyond the total stated above

========== All installations involving soil excavation are based upon normal soil conditions. Excavations involving substandard conditions may involve an additional charge for the extra work performed. Any damage that occurs below grade during the excavation is buyers responsibility at his/her own additional expense. Existing signage being de-installed (removed) at the customer's request will become property of Chesnut Signs and disposed of at our discretion unless otherwise stated within this agreement. Purchaser is responsible for locating and/or providing information about the location of private utilities such as water, sprinklers, communications, security, sewer, gas, electric, etc. A licensed electrician must be used to bring feed wires of suitable capacity and approved type to the location of the sign or display and to make appropriate connections at the sign or display. Owner is to carry fire, tornado, and any other necessary insurance on the above work. All prices subject to review after 20 days.

========== TERMS: 50% DOWN PAYMENT WITH ORDER TO INITIATE CONTRACT AND BALANCE DUE IN FULL UPON COMPLETION. Late charges and/or interest at the maximum rate allowed by law will accrue on any and all outstanding balances past due. If default be made in the payment of any installment when due, Chesnut Sign Co., Inc. may, at it's option, attach mechanics liens to properties where work is performed and begin legal action for collection of balance due. Customer agrees to pay all costs of collection, including attorney fees allowed by law. Governing Law/Venue-Any action, suit or proceedings concerning (connected to) this proposal shall be governed by the law of the State of Iowa. This contract is accepted at Chesnut Signs principal place of business, namely Des Moines, Iowa, within the venue of Polk County.

========== Average time of production on most jobs is 30-45 working days starting once permits and layouts are approved, the down payment has been received and the proposal has been accepted. ==========
Hold Harmless: Buyer agrees that any and all artwork and/or designs supplied by the buyer is owned by and/or property of the buyer. Chesnut Signs cannot be held responsible for any infringement upon any copyright laws from the designs and/or artwork provided to Chesnut Signs by the buyer and/or any third party affiliates of the buyer. Notice to buyer: Do NOT sign this agreement before you read it. It is hereby further declared, agreed and understood that there are no prior writings, verbal negotiations, understandings, representations or agreements between the parties not herein expressed.

========== Landlord approval of all signs is Customer's responsibility.

========== Sellers initials _____ Buyers initials_____

RFP: Exterior Signage for Clive City Hall + Library Building

Issued By: City of Clive, Iowa
Project Location: 1900 NW 114th Street, Clive, Iowa 50325
Title: Exterior Signage for City Hall and Library RFP
Release Date: November 17, 2025
Proposal Due Date: December 17, 2025

www.LatitudeSignage.com

This proposal is designed to be viewed digitally, as a .pdf, for optimal link viewing.

Hello!

Thank you for the invitation to your bid process. We appreciate the invite to partner with the City of Clive team again.
We enjoyed working with your team on the **City Hall/Library interiors** with Keystone Construction and had started the exterior process with them this summer. **The exterior production drawings are complete which means they're ready for manufacturing whenever you say go, if you choose our team.**

You should **choose a company that excels in all aspects of signage including: planning, design, manufacturing, and installation, as this is key to a smooth signage project**. This will provide you with an expedited process, collaboration across disciplines, and Midwest manufactured signage.

By partnering with Latitude Signage + Design for your signage program you will have the benefit of **minimizing project risk** and **improving your delivery schedule** because the **design and construction phases are overlapping**. **Planning, design, and implementation are managed by a single company**, Latitude. The benefit of this include value engineering, cohesive project implementation, and high quality design and manufacturing results.





These people, their expertise, and our Iowa roots will be your best resource and competitive advantage. While we make great signage, it can't be done without an efficient and smart team from start to finish. Pictured here are Tom + Dianne Latimer in 1985 when our company started and nearly all our employees from 2024.

Our company core values are: **creative, collaborative, loyal, and honest.** These values anchor our team members while allowing the versatility to grow and scale.

4.1
Company Information

Your signage will be designed and manufactured in Grinnell, Iowa. These videos share the people you are supporting with your project.

Latimer Associates, d.b.a. Latitude Signage + Design
1219 Zimmerman Drive, Grinnell, IA 50131
www.LatitudeSignage.com
888.236.6616

Creating direction by planning, designing, manufacturing, and installing architectural signage to enhance the customer experience for the brands we serve.

Recent Segment on "World's Greatest..TV"



A Collaboration of Experts.



Key Staff

Project Team:

- Matt Seidl - Business Development Manager
- Gage Grutz - Project Manager
- Eugene Peart - Director of Design
- Terry Maxfield - Director of Production
- Chad Rose - Director of Installation



Matt Seidl

Matt joined our team in 2022 and has a degree in Business Management from Iowa State University. He's a client advocate and works hard to ensure each signage project meets the needs of his client's project. Matt was an analyst at Principal Financial prior to joining our team and is a Girls Tennis coach at Dowling Catholic High School.



Gage Grutz

Gage joined Latitude in September 2024, bringing a strong background in project management, community planning, and stakeholder coordination. He holds a B.A. in Psychology and Biology from Buena Vista University and a Master of Public Policy from Adler University. His previous experience working with cities and state agencies makes him especially skilled at guiding complex projects from start to finish. Gage coaches Grinnell High School Boys Soccer and is Technical Director and Coach for Spring Creek FC for the last 5 years.

LATITUDE
SIGNAGE + DESIGN



➤ CASE STUDY

JOHNSTON TOWN CENTER- Johnston, Iowa

A large monument sign with a two-sided digital message board greets guests turning into the complex. As you drive into the area, a long, low wayfinding sign directs pedestrian and vehicle traffic. This illuminated aluminum sign has panels that can easily be updated with business names as the Town Center continues to grow with retail businesses being added in future construction phases.

This signature wood wall also features a history wall sign and acrylic logo. It has digitally printed images and copy that walks visitors through the timeline of Johnston's history. In the lobby, visitors will also see a detailed map of the City of Johnston digitally printed on wood panels. Latitude also provided a full suite of interior signage including distraction dots on glass walls and doors, ADA signage, wayfinding signage, and room identifiers that blend seamlessly with the wall color.

LINK TO FULL CASE STUDY

> Latitude was very helpful in letting us understand how the site would flow, and how we can aid that in terms of signage. I also appreciated Latitude's effort to show their process, much of which is custom built.
>
> Thomas Thatcher, WELL AP, OPN Architects





LATITUDE
SIGNAGE + DESIGN



➤ CASE STUDY

WORLDWIDE LOGISTICS: Urbandale, Iowa

WorldWide Logistics delivers excellence in the logistics industry. They turned to the experts at Latitude for planning, custom design, manufacturing, and installation for the interior and exterior signage at their new Urbandale headquarters.

The new corporate offices of a quickly expanding global business in Urbandale, Iowa, brought their team under one roof with room to grow. WorldWide Logistics partnered with the signage experts at Latitude Signage + Design to handle all of their signage needs. The project was a complete Design-Build project from the early construction stages.. LINK TO FULL CASE STUDY

> *The client experience is critical in today's market, and Latitude delivers an unmatched experience.*
>
> Jaclyn Taylor - Owner, Taylor REP

The size and mounting detail of the exterior building signage, the WorldWide logo, took a collaborative effort. Every vertical inch of the building at the installation location was used to make the logo as large as possible.

This illuminated logo has blue faces during the day and illuminates white at night for optimal viewing. The letters have face applied 3M perforated vinyl to allow the white LED illumination to glow through.





CASE STUDY

WORLDWIDE LOGISTICS: Urbandale, Iowa







Interior Signage Shines Bright

When you walk inside the building a large illuminated logo makes a statement at 14 feet long by 6 1/2 feet tall. The team designed a trimless logo for a cleaner look. Each dimensional letter has a wall penetration and is wired together on the opposite side of the mounting surface with an interior raceway.

All of the rooms have glass walls for great natural lighting throughout the building. A linear-designed privacy vinyl was created and installed to assist with the open, bright feel. The main conference room has a custom-designed privacy vinyl feature emulating the Des Moines skyline. This adds visual appeal and elevates the impressive look of the large glass-enclosed space.

The Interior signs have a minimalist design and are cost-effective. Constructed of acrylic, the signs were painted to match the building and layered to provide dimensional impact. They are intentionally very linear to mimic the building's design with decorative gyford pucks to add dimension. The signs are ADA-compliant with tactile letters and braille. Workstation rows are identified with individual cubicle signs and are easily changeable via paper inserts and relocatable with clear acrylic hangers.

> *"Taylor REP likes working with Latitude because of their full design-build process and the resources the team has internally to support the needs of my clients. The creative design team and detailed project managers allow clients to realize their vision, and Latitude makes it even better."*
>
> Jaclyn Taylor, Owner, Taylor REP

Let's Connect!

Connect@LatitudeSignage.com | 888.236.6616 | latitudesignage.com

LATITUDE
SIGNAGE + DESIGN



CASE STUDY

CITY OF ANAMOSA, IOWA

Latitude developed three distinct looks for the city to review to kick off the design process. Anamosa city leaders selected an open, modular design that could be mounted to existing poles and to new signage poles.

Aluminum panels on the signs are a flexible option for Anamosa. The panels can be removed or updated if there are changes in the future. Reflective white vinyl lettering makes it easy to read the directional signs at any time of day or night without having the signs illuminated.

Our signage experts analyzed how people entered the town and identified key places drivers were making decisions. The wayfinding signage in Anamosa focuses on directing visitors to popular municipal sites and several public parking areas.

This study created a plan with sign types and the location for the best user experience for people getting around town. Remember that the general audience for these signs isn't locals who know where they are going but newcomers and visitors who need to feel comfortable quickly.









Click for full project case study.

References

Professional References:

- Jaclyn Taylor, Taylor REP
  - jtaylor@taylorrep.com | 515.657.0186
- Susan Judkins, RDG Architects, Client Development Director + Clive City Council Member
  - sjudkins@rdgusa.com | 515.309.3257
- David Wildering, City of Johnston, Assistant City Administrator
  - dwilderding@cityofjohnston.com | 515.727.7775

LATITUDE
SIGNAGE + DESIGN

Bringing brand visions to life through expertly designed plans, quality signage materials and polished installations that stand the test of time.

CORE SERVICE OFFERINGS

Planning + Wayfinding / Design / Manufacturing / Installation / Reorders

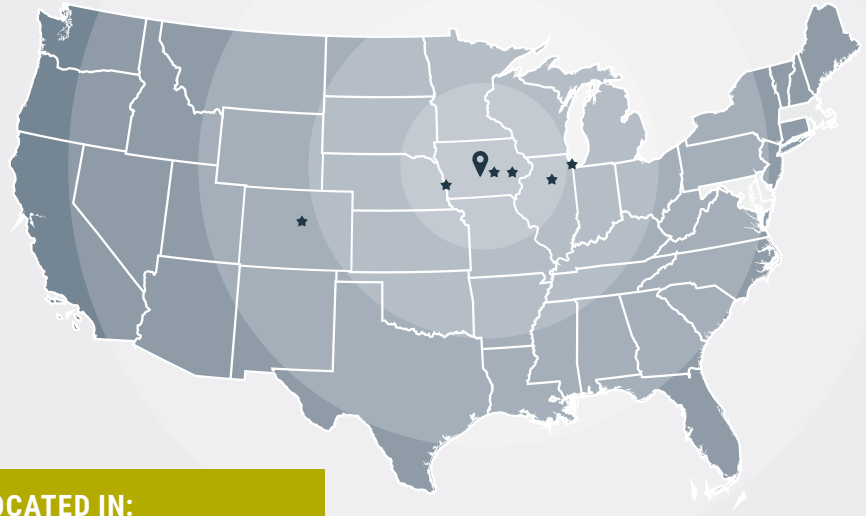
IN BUSINESS SINCE 1985



20 YEARS: Leadership Team Tenure

15 YEARS: Average Tenure of Employees

Headquartered in Iowa, our expert teams can service signage projects anywhere.



OFFICES LOCATED IN:

Denver, CO | Omaha, NE | Des Moines, IA | Grinnell, IA | Iowa City, IA | Streator, IL | Chicago, IL

VALUE PROPOSITION

Creating direction by planning and designing architectural signage to enhance the customer experience for the brands we serve.

CUSTOMERCONNECT

Intuitive web-based tool to streamline reorders

GLOBAL

Able to service signage programs globally

INNOVATIVE

- Custom-designed products
- Bold, trending materials
- Cutting-edge production techniques

FUN

- Every day
- Every project
- Every client

RESPONSIBLE

- Take care of customers
- Respect our employees
- Love our planet

ULTIMATE STRATEGIC POSITION

As a signage project partner, we collaborate to plan, design, manufacture and install high-quality, long-lasting signage products.

Our difference is our passion for introducing new designs, discovering new materials, and delivering high-quality fabrications for architectural signage that elevates brands to enhance their customers' experience.

$5 MILLION AGGREGATE: Bonding Capabilities

$15 MILLION: Last 5 Years Sales Average

1.2: Employer Modification Rate

OUR PROMISE:

Versatile / Responsive / Expertise / Quality

High Quality + Durability + Made in Iowa

You'll Get:

Quality interior and exterior architectural signage. All our Signage is made at our manufacturing facilities in Grinnell, Iowa. We always have an open door if you'd ever like to come over for a tour. Two facilities that each have over 20 production-based employees along with 60,000+ square feet of production space.

Value:

We build and install what we design. This means we can adjust materials to stay in budget while also ensuring that the product is built for a seamless installation and a satisfied client.





Design Team

Led by Eugene Peart, Director of Design, he joined the Latitude team in 2005 and specializes in exterior signage construction and engineering. He oversees design projects and managing our team of production designers. Eugene ensures the quality of sign construction when converting creative concepts into workable design solutions.



You'll Get:

Our tenured design team includes Experiential Graphic Design and Production Design professionals. One of our core competencies is construction design in signage applications. Being both the designer and the manufacturer of our sign solutions is key to streamlined project timelines.

Value:

The collaboration of design directly with our manufacturing operation saves time during the project because our designs are production ready at approvals. We're also able to easily provide sample or conceptual designs when needed.

Professional Install Team

Led by Chad Rose, Director of Installation, he joined the Latitude team in 2012 and has been an integral part of estimating and the installation team. Chad coordinates all install teams, clients, and vendors to ensure client expectations are met.



You'll Get:

Installation experience is one of our competitive advantages. We have 12 full-time field installation personnel with significant experience in both interior, exterior, digital, and graphic applications.

Click to see this team in action at the University of Iowa, Kinnick Stadium.

Value:

The experience of our install team, from initial site surveys to final installation, lends to the success of a project. They've seen, maneuvered, encountered, and installed just about everything. They're experts at solving any snag in the field to get the job done.

State of Iowa

Engineering and Land Surveying Examining Board

Certifies

Tony Jacob

having given satisfactory evidence of professional qualifications
as required by the Code of Iowa is duly authorized
to practice in the State of Iowa as a Professional Engineer.

In witness thereof the Board grants License Number P22921.
This 9th day of July, 2015



IOWA | Department of Inspections, Appeals, & Licensing

This is to certify that the below named has been granted a license as:
Professional Engineer.

License Number: P22921 Expires: December 31, 2026

Status: Active

Tony Jacob

PO BOX 802050
Santa Clarita, California 91380

In-House Capabilities + Equipment

In-House Capabilities:

- **Planning:**
  - Comprehensive review of all facility plans to develop detailed message schedule and corresponding location plans
- **Design:**
  - Creative sign design options
  - Product assumptions, material selections, and suggestions for design integrity
  - +Deliverable: Detailed program documentation, electronically. Sign type drawings, location plans and message schedules.
- **Signage:**
  - Manufacturing of all sign types, interior + exterior, in Grinnell, Iowa.
  - Coordination and installation of all signage at designated locations
  - +Deliverable: Approved sign designs manufactured at our facility in Grinnell, Iowa then professionally installed at your project's location.
- **Ongoing Services:**
  - Re-order services for future use.

Equipment:

Our manufacturing facility (exterior and interior) is located in Grinnell, Iowa. We invite you to come for a tour, we'd love to host you. The equipment we have is an extensive list, so instead of filling this proposal with a list of equipment, here are a few videos that show our people and equipment, both are more interesting than a list of machines.

"It Takes People" Video

Here is a partnership video that IVCCD created.

4.2.
Technical Proposal

Approach + Understanding

The Latitude Signage + Design team was involved in the first phase of your building renovations and was brought in on preliminary exterior design and pricing prior to the change of general contractors for this phase. That being said, we had production drawings ready to go for fabrication this summer. However, the materials used for the original design is aluminum construction, not ACM panels. Since this is not an exterior temporary signage application, we do highly recommend aluminum for the quality and longevity of your signage, however we have included pricing for both.

Schedule + Timelines

- Finalize shop drawings: 2-4 weeks, mid-January-mid-February
- Fabrication: 7-8 weeks, Late February-Late April
- Start Installation: 1-2 weeks from date of fabrication completion
- Installation: 4 days
- Completion: Mid May

4.2 Cont'd

Materials, fabrication processes, and installation methods:

- See details in the Production Drawings attached for materials, fabrication, and installation. As specified, using ACM, we would not offer a warranty. This is because ACM is not a dependable material for signage. The quality and lifetime of the product for signage applications does not align with our manufacturing standards. We do not recommend this material for signage purposes due to its thickness, quality, potential for denting, fading, paint quality, and general degradation.
  Our team originally spec'd these signs as aluminum over the summer and were surprised to see the change to ACM.

Proposed Alternatives

- We propose using aluminum for this exterior application with a 1 year warranty provided. The quality, dependability, and lifetime of the product is better all around for signage purposes. See attached Production Drawings that show a combination of flat cut aluminum and fabricated aluminum.

4.3.
Cost Proposal

Quote No. IOWA 106767

December 10, 2025

Customer City of Clive
Location Primary Location
Reference Exterior RFP PN: 796 - Keystone Const - C#: 2427-101400 P#: 2427

Bill to
City of Clive
Matt McQuillen
1900 NW 114th Street
Clive, IA 50325
US
Email: mmcquillen@cityofclive.com

Ship to
City of Clive
Matt McQuillen
1900 NW 114th Street
Clive, IA 50325
US
Email: mmcquillen@cityofclive.com

Valid Until	**01/16/2026**	**Revision Date**	12/10/2025	**Lead Time**	9 - 10 Weeks	**SR**	Matt Seidl
F.O.B.	Job Site	**Revision No**		**Ship Method**	Installed	**PM**	Gage Grutz
Terms	Progress billing						
Estimator	Eric Kingery						

No.	Item	Description	Qty	UOM	Unit Price	Extension
1.	Sign Type E20.5 - ACM Panels	Sign Type E20.5 - Illuminated Clive City Hall Entry Exterior Legacy Series Overall Size: 78" (h) x 262" (w) x Background Color: PMS 7731 C, PMS 3537 C Copy Color: LC905 Black Mounting: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY 120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY NOTE: Lighting components = $2,112.00 which is included in line item total.	1	Each	12,896.00	12,896.00
2.	Sign Type E20.5 - Alternate Aluminum panels	Sign Type E20.5 - Illuminated Clive City Hall Entry Exterior Legacy Series Overall Size: 78" (h) x 262" (w) Background Color: PMS 7731 C, PMS 3537 C Copy Color: LC905 Black Mounting: ALUMINUM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY 120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS ALUMINUM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH (continued on next page)	0	Each	14,138.00	0.00

continued on next page

Customer City of Clive
Location Primary Location
Reference Exterior RFP PN: 796 - Keystone Const - C#: 2427-101400 P#: 2427

No.	Item	Description	Qty	UOM	Unit Price	Extension
		LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY NOTE: Lighting components = $2,112.00 which is included in line item total.				
3.	Sign Type E20.5.1 - ACM Panels	Sign Type E20.5.1 - Illuminated Clive Public Library Entry Exterior Legacy Series Overall Size: 39" (h) x 153" (w) Background Color: PMS 7731 C, PMS 3537 C Copy Color: LC905 Black Mounting: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY m120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY NOTE: Lighting components = $1,056.00 which is included in the line item total	1	Each	8,703.00	8,703.00
4.	Sign Type E20.5.1 - Alternate Aluminum Panels	Sign Type E20.5.1 - Illuminated Clive Public Library Entry Exterior Legacy Series Overall Size: 39" (h) x 153" (w) Background Color: PMS 7731 C, PMS 3537 C Copy Color: LC905 Black Mounting: ALUMINUM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY m120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS ALUMINUM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY NOTE: Lighting components = $1,056.00 which is included in the line item total	0	Each	9,108.00	0.00

continued on next page

Customer City of Clive
Location Primary Location
Reference Exterior RFP PN: 796 - Keystone Const - C#: 2427-101400 P#: 2427

No.	Item	Description	Qty	UOM	Unit Price	Extension
5.	Sign Type E20.5.2 - ACM Panels	Sign Type E20.5.2 - Illuminated Council Chambers Entry Exterior Legacy Series Overall Size: 29-3/8" (h) x 84" (w) Background Color: PMS 7731 C, PMS 3537 C Copy Color: LC905 Black Mounting: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY 120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY NOTE: Lighting components = $526.00 which is included in the line item total	1	Each	5,739.00	5,739.00
6.	Sign Type E20.5.2 - Alternate Aluminum Panels	Sign Type E20.5.2 - Illuminated Council Chambers Entry Exterior Legacy Series Overall Size: 29-3/8" (h) x 84" (w) Background Color: PMS 7731 C, PMS 3537 C Copy Color: LC905 Black Mounting: ALUMINUM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY 120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS ALUMINUM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY	0	Each	5,852.00	0.00
7.	Sign Type E21.1 - ACM Panels	Sign Type E21.1 - Transformer Enclosure Directory Exterior Legacy Series Overall Size: 43-7/8" (h) x 184" (w) Background Color: PMS 7731 C Copy Color: LC901 White, 3M 220-10 White Mounting: 1/4-20 X 1-1/2" THREADED STUDS TO BRICK TRANSFORMER ENCLOSURE	1	Each	3,955.00	3,955.00

continued on next page

Customer City of Clive
Location Primary Location
Reference Exterior RFP PN: 796 - Keystone Const - C#: 2427-101400 P#: 2427

No.	Item	Description	Qty	UOM	Unit Price	Extension
8.	Sign Type E21.1 - Alternate Aluminum Panels	Sign Type E21.1 - Transformer Enclosure Directory Exterior Legacy Series Overall Size: 43-7/8" (h) x 184" (w) Background Color: PMS 7731 C Copy Color: LC901 White, 3M 220-10 White Mounting: 1/4-20 X 1-1/2" THREADED STUDS TO BRICK TRANSFORMER ENCLOSURE	0	Each	4,194.00	0.00
9.	Installation (Boom Truck)	Standard Boom Truck Installation* NOTE: Includes removal of existing signage, patching and painting of wall surfaces. NOTE: Local Sign Permit Fees Not Included	1	Each	19,341.00	19,341.00

Subtotal	50,634.00
*** Tax Exempt # On File**	0.00
Total	**50,634.00**

Quote Valid Until: January 16, 2026

By signing below, I approve and authorize this quote and acknowledge that I have read and agree to the attached terms and conditions.



Submitted by | **12/17/2025** **Date** | **Approved by** | **Date**

Print Name

continued on next page

Customer City of Clive
Location Primary Location
Reference Exterior RFP PN: 796 - Keystone Const - C#: 2427-101400 P#: 2427

Conditions

MasterCard & Visa accepted for transactions under $10,000.00. Credit card transactions will be charged a 1.5% processing fee.

Digital Wall Coverings wall prep
- Wall must be painted with a Satin or Semi Gloss Paint.
- Wall to be level 5 finish or imperfections will show through wall covering.

Lead times are defined as the period of time to complete fabrication and delivery of product. This time period follows final approval of all details required to make the product. Lead times do not include time for design services, approvals, price negotiations, message schedule development, location plan development, etc.

Message schedule submission policies and requirements applicable to all customers and projects.

Latitude Signage +Design will charge customers $75 for each paint color (swatch) request and $100 for digital print Ink color matching requests. This includes all of our standard colors along with any Pantone or CMYK color requests.

Pricing of installation services is an estimate based on numerous assumptions. Final Invoicing amount may differ.

Pricing is based on exact quantities shown. Changes in services, quantities or delivery timeline may alter the per unit price.

This quotation is valid for 30 days from the date of creation.

Customer is responsible for ensuring all electrical requirements are in-place prior to installation, and final hook-up.

Final delivery dates are determined by Latitude Signage +Design Project Management. The final date is estimated upon receipt of the order via an electronic order acknowledgment, and finalized after the Launch Date.

The customer is responsible for providing a knowledgeable contact on the day of installation in order to provide locations / elevations and any other questions that may arise.

Shipping, Handling + Freight will be charged on all items not installed by Latitude Signage +Design.

City and state permit costs are not included in this quotation. Securing permits is an added service of Latitude Signage +Design and costs are billed to the customer directly.

Latitude Signage + Design is not responsible for the condition of the wall surface after removal of existing signs.

Latitude Signage + Design is not responsible for damage to underground sprinkler systems, property lighting and/or private utilities, not clearly marked by the customer.

1/2 Deposit required for order to proceed, balance net 30 from date of invoice.

continued on next page

Customer	City of Clive
Location	Primary Location
Reference	Exterior RFP PN: 796 - Keystone Const - C#: 2427-101400 P#: 2427

Conditions

Standard purchaser credit agreement applicable to all customers and projects.

A minimum order charge may apply and will be added to the final invoice.

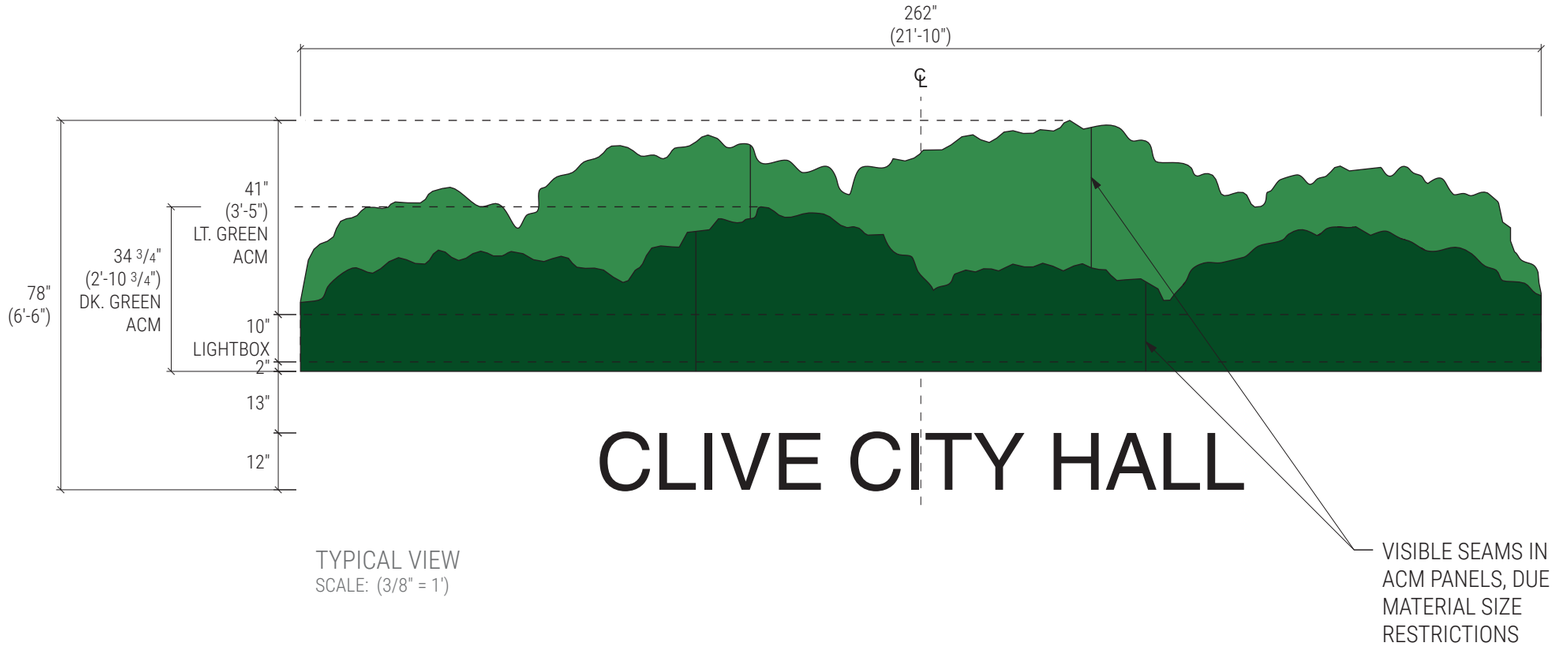
Disclosures

Full Transparency:

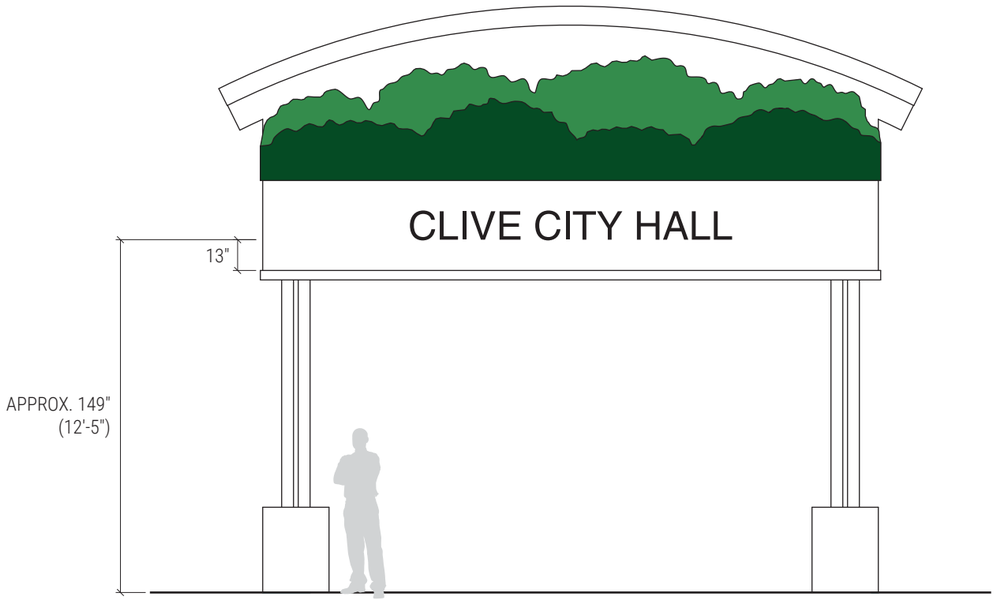
- 10% deposit is charged once drawings have been approved.
- Final schedule will depend on client response time.
- We assume that permitting has already been contemplated by the City. Our team can submit a permit if required, however, any permitting costs are not included in this proposal.
- Each design will need to be finalized with local codes and inspectors.
- Accessibility to install locations will need to be coordinated with each location.

Drawings.

- ACM Spec
- Proposed Alternate-Aluminum



TYPICAL VIEW
SCALE: (3/8" = 1')



ELEVATION VIEW
SCALE: (3/16" = 1')

NOTE: FIELD VERIFICATION OF DIMENSIONS AND CONDITIONS FOR MOUNTING REQUIRED PRIOR TO PRODUCTION.

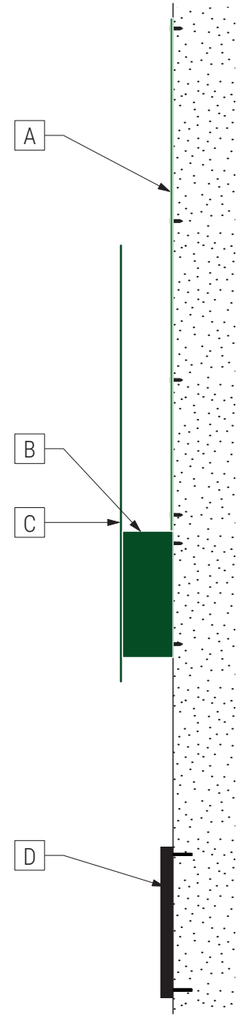
NOTE: ACM IS SPECIFIED AT CLIENT'S REQUEST. LATITUDE RECOMMENDS USING PAINTED 1/8" ALUMINUM, INSTEAD, FOR DURABILITY IN AN EXTERIOR ENVIRONMENT.

NOTE: PHOTOS INDICATE THAT THE FACE OF THE EXISTING ARCHWAY MAY INCLUDE DIMENSIONAL ACCENT(S). THIS SIGN DESIGN REQUIRES THE FACE TO BE FLAT. ANY BUILD-OUT OR REMOVAL OF DIMENSIONAL ACCENT TO BE COMPLETED BY OTHERS PRIOR TO INSTALLATION

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____



SIDE VIEW
SCALE: (1" = 1')

LATITUDE
SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/8" FLAT-CUT ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 4" DEEP FABRICATED ALUMINUM LIGHT BOX TO ILLUMINATE WHITE ON TOP AND BOTTOM RETURNS, PAINTED ALL VISIBLE SURFACES PMS 3537 C, STANDARD SATIN FINISH

LENSES FROM 3/16" WHITE TRANSLUCENT POLYCARBONATE

INTERNALLY ILLUMINATED WITH WHITE LEDS

INTERNALLY MOUNTED LED TRANSFORMERS

C 1/8" FLAT-CUT ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 3537 C, PAINTED EDGES, STANDARD SATIN FINISH

D 1" DEEP FABRICATED ALUMINUM LETTERS, FACES AND RETURNS PAINTED LC905 BLACK, STANDARD SATIN FINISH

MOUNTING: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY

120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS

ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY

- PMS 7731 C
- PMS 3537 C
- LC905 BLACK

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E20_5_CityHallEntrance.ai
RV 1: 12.16.25 BLL (166872) ACM PANELS / ADD RECOMM. NOTE

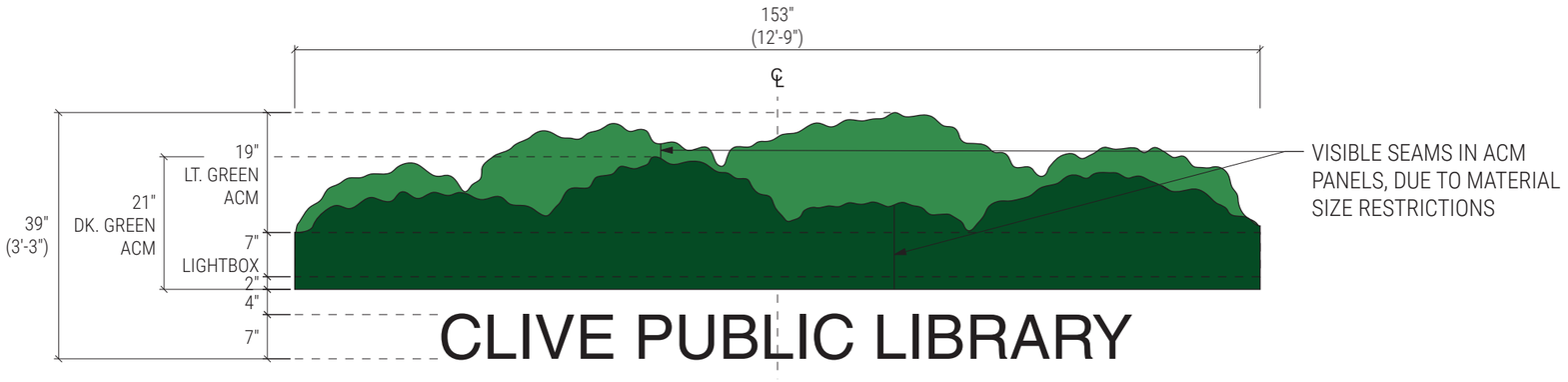
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.24.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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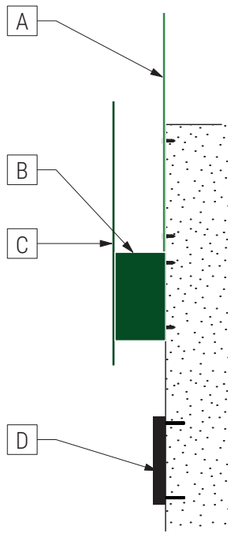
CLIENT APPROVAL/DATE: _____

INVENTORY PART

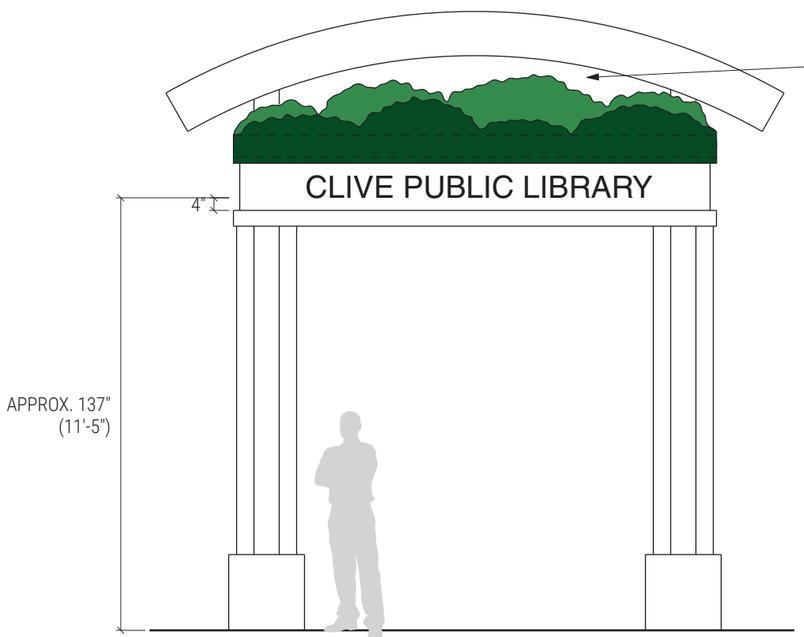
E20.5



TYPICAL VIEW
SCALE: (1/2" = 1')



SIDE VIEW
SCALE: (1" = 1')



ELEVATION VIEW
SCALE: (1/4" = 1')

NOTE: FIELD VERIFICATION OF DIMENSIONS AND CONDITIONS FOR MOUNTING REQUIRED PRIOR TO PRODUCTION.

NOTE: DUE TO THE OPEN NATURE OF EXISTING ARCHWAY, ADDITIONAL STRUCTURE (BY OTHERS) MAY BE NEEDED BEHIND ACM AND LIGHTBOX.

NOTE: ACM IS SPECIFIED AT CLIENT'S REQUEST. LATITUDE RECOMMENDS USING PAINTED 1/8" ALUMINUM, INSTEAD, FOR DURABILITY IN AN EXTERIOR ENVIRONMENT.

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____

LATITUDE SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/8" FLAT-CUT ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 4" DEEP FABRICATED ALUMINUM LIGHT BOX TO ILLUMINATE WHITE ON TOP AND BOTTOM RETURNS, PAINTED ALL VISIBLE SURFACES PMS 3537 C, STANDARD SATIN FINISH

LENSES FROM 3/16" WHITE TRANSLUCENT POLYCARBONATE

INTERNALLY ILLUMINATED WITH WHITE LEDS

INTERNALLY MOUNTED LED TRANSFORMERS

C 1/8" FLAT-CUT ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 3537 C, PAINTED EDGES, STANDARD SATIN FINISH

D 1" DEEP FABRICATED ALUMINUM LETTERS, FACES AND RETURNS PAINTED LC905 BLACK, STANDARD SATIN FINISH

MOUNTING: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY

120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS

ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY

- PMS 7731 C
- PMS 3537 C
- LC905 BLACK

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E20_5_1_LibraryEntrance.ai
RV 1: 12.16.25 BLL (166872) ACM PANELS / ADD RECOMM. NOTE

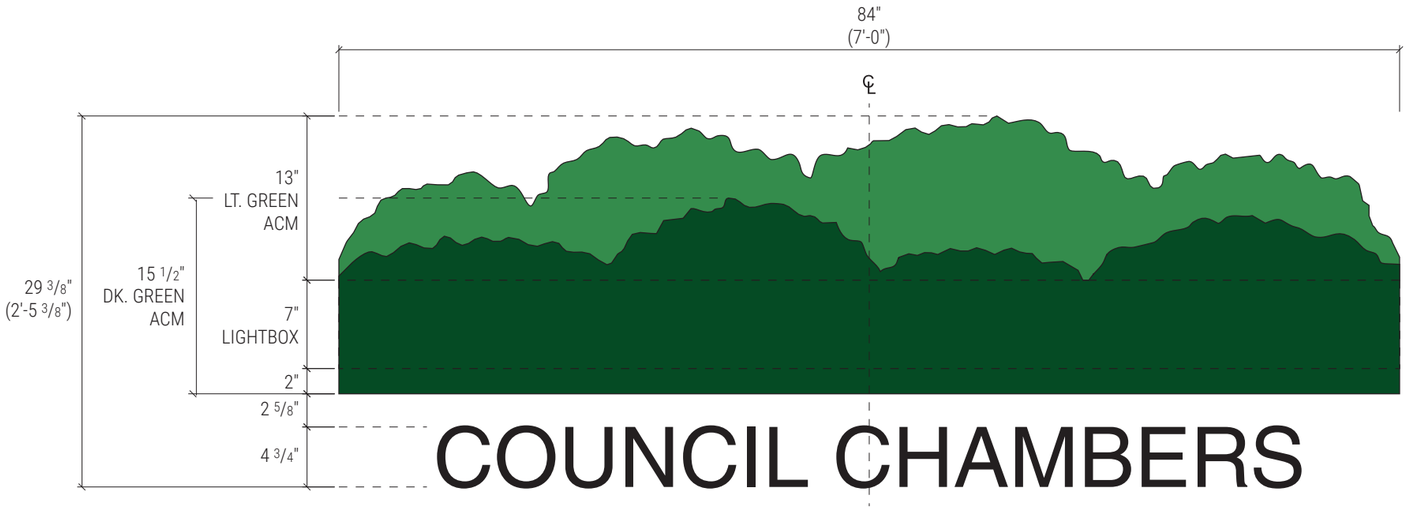
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.24.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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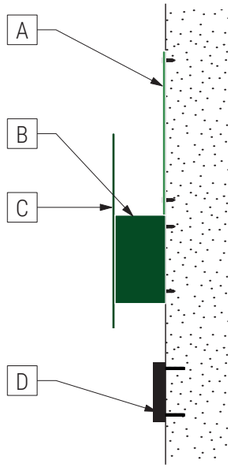
CLIENT APPROVAL/DATE: _____

INVENTORY PART

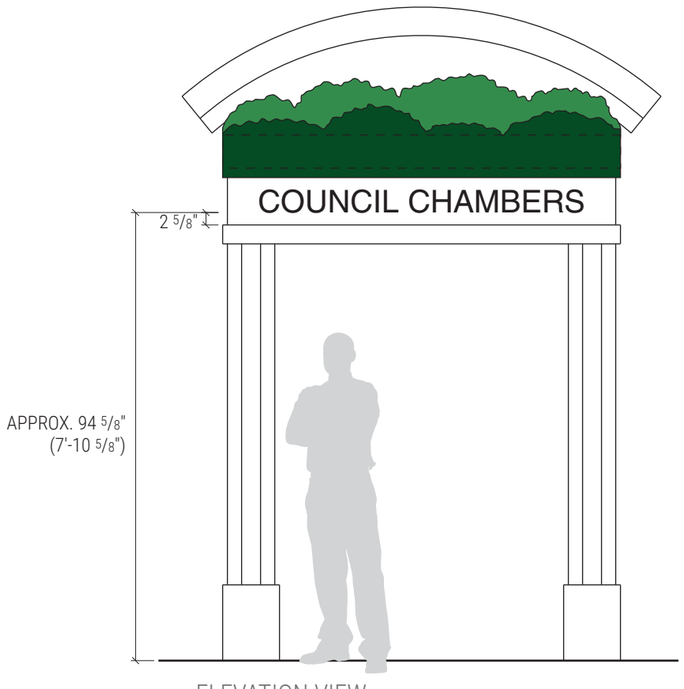
E20.5.1



TYPICAL VIEW
SCALE: (1" = 1')



SIDE VIEW
SCALE: (1" = 1')



ELEVATION VIEW
SCALE: (3/8" = 1')

NOTE: FIELD VERIFICATION OF DIMENSIONS AND CONDITIONS FOR MOUNTING REQUIRED PRIOR TO PRODUCTION.

NOTE: ACM IS SPECIFIED AT CLIENT'S REQUEST. LATITUDE RECOMMENDS USING PAINTED 1/8" ALUMINUM, INSTEAD, FOR DURABILITY IN AN EXTERIOR ENVIRONMENT.

NOTE: PHOTOS INDICATE THAT THE FACE OF THE EXISTING ARCHWAY MAY INCLUDE DIMENSIONAL ACCENT(S). THIS SIGN DESIGN REQUIRES THE FACE TO BE FLAT. ANY BUILD-OUT OR REMOVAL OF DIMENSIONAL ACCENT TO BE COMPLETED BY OTHERS PRIOR TO INSTALLATION

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____

LATITUDE SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/8" FLAT-CUT ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 4" DEEP FABRICATED ALUMINUM LIGHT BOX TO ILLUMINATE WHITE ON TOP AND BOTTOM RETURNS, PAINTED ALL VISIBLE SURFACES PMS 3537 C, STANDARD SATIN FINISH

LENSES FROM 3/16" WHITE TRANSLUCENT POLYCARBONATE

INTERNALLY ILLUMINATED WITH WHITE LEDS

INTERNALLY MOUNTED LED TRANSFORMERS

C 1/8" FLAT-CUT ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 3537 C, PAINTED EDGES, STANDARD SATIN FINISH

D 1" DEEP FABRICATED ALUMINUM LETTERS, FACES AND RETURNS PAINTED LC905 BLACK, STANDARD SATIN FINISH

MOUNTING: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY

120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS

ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY

PMS 7731 C
PMS 3537 C
LC905 BLACK

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E20_5_2_CouncilChambersEntrance.ai
RV 1: 12.16.25 BLL (166872) ACM PANELS / ADD RECOMM. NOTE

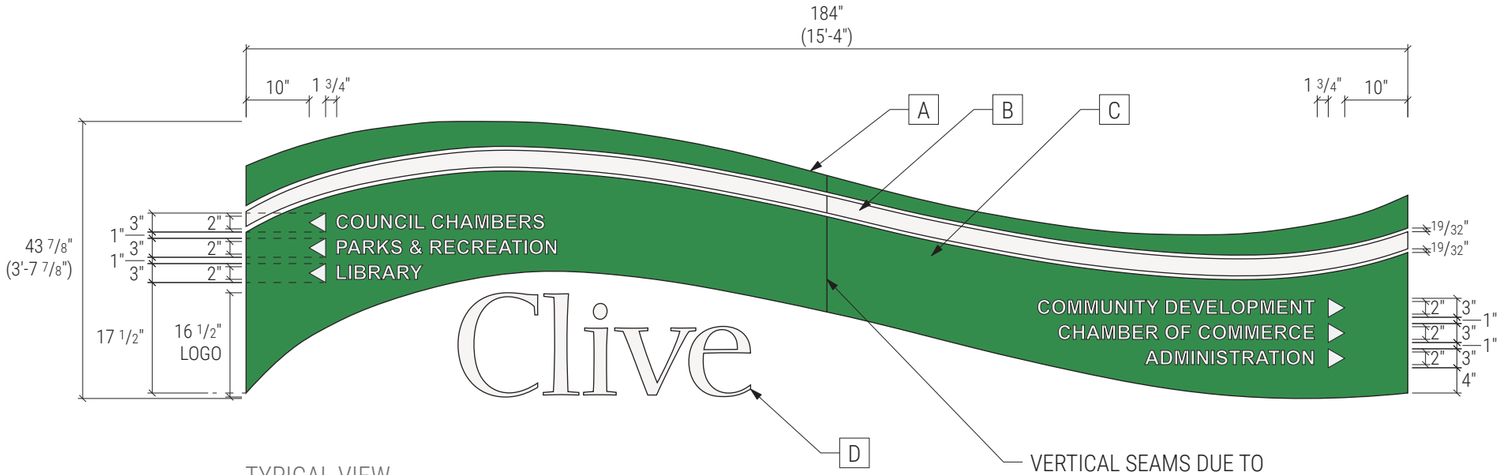
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.24.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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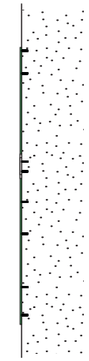
CLIENT APPROVAL/DATE: _____

INVENTORY PART

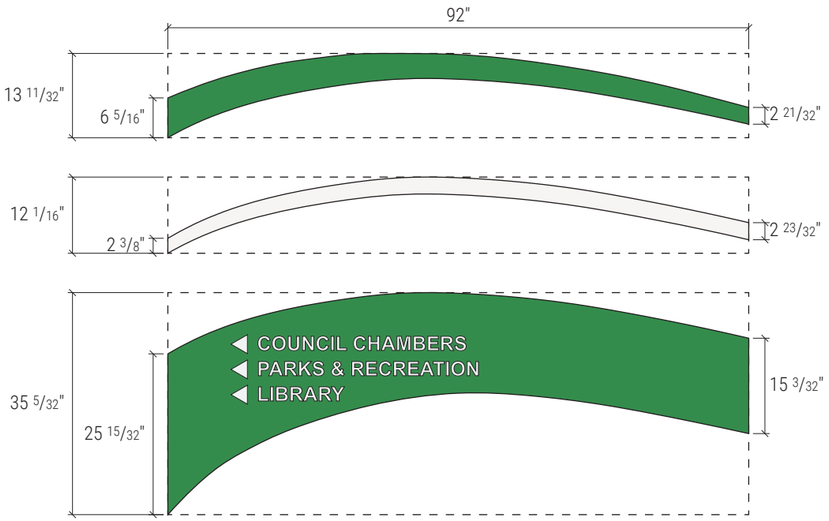
E20.5.2



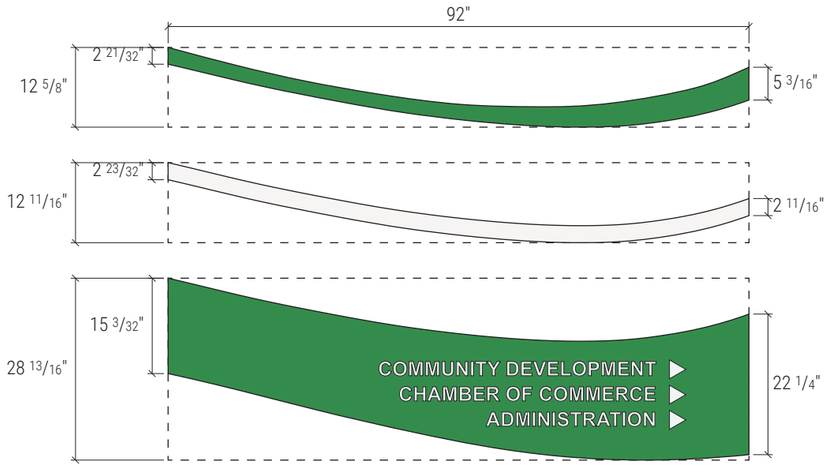
TYPICAL VIEW
SCALE: (1/2" = 1')



SIDE VIEW
SCALE: (1/2" = 1')



DETAIL - INDIVIDUAL PANEL SIZES
SCALE: (1/2" = 1')



NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____

NOTE: ACM IS SPECIFIED AT CLIENT'S REQUEST. LATITUDE RECOMMENDS USING PAINTED 1/8" ALUMINUM, INSTEAD, FOR DURABILITY IN AN EXTERIOR ENVIRONMENT.



CLIENT'S RENDERING
SCALE: NTS

LATITUDE SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/4" ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE
PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 1/4" ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE
LC901 WHITE, PAINTED EDGES, STANDARD SATIN FINISH

C 1/4" ACM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE
PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH
CUSTOM ARROWS, AND
ARIAL BOLD, HEIGHT BASED ON H,
APPLIED 3M 220-10 WHITE VINYL

D 1/4" FLAT-CUT ALUMINUM LOGO PER ART, PAINTED 1ST SURFACE LC901 WHITE, PAINTED EDGES, STANDARD SATIN FINISH

MOUNTING: 1/4-20 X 1-1/2" THREADED STUDS TO BRICK TRANSFORMER ENCLOSURE

- PMS 7731 C
- LC901 WHITE
- 3M 220-10 WHITE

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E21_1_Directional.ai
RV #: 12.16.25 BLL (166872) ACM PANELS / ADD RECOMM. NOTE

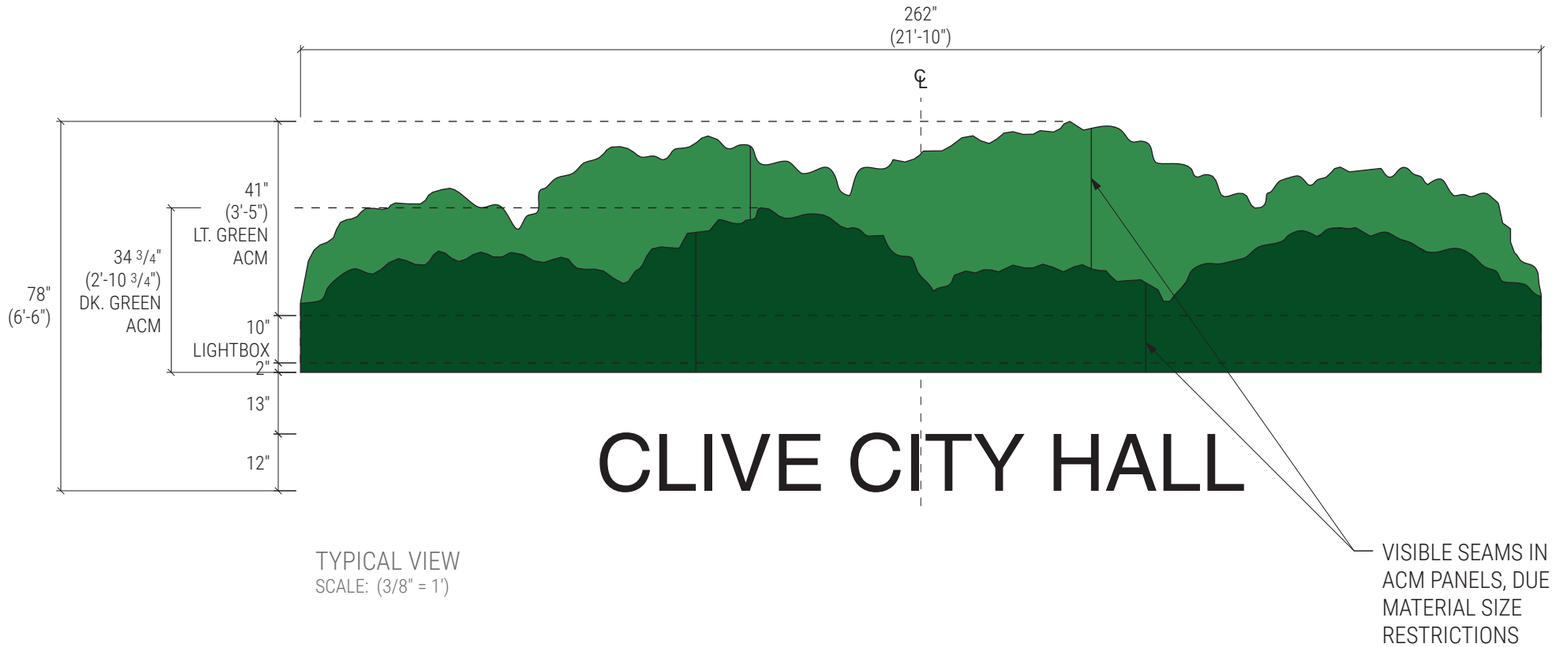
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.25.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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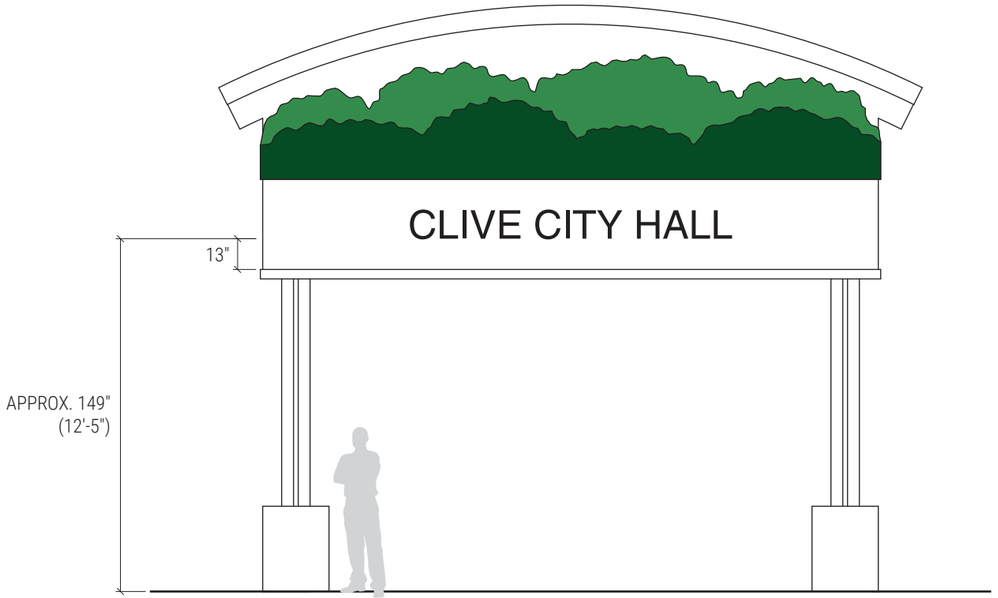
CLIENT APPROVAL/DATE: _____

INVENTORY PART

E21.1



TYPICAL VIEW
SCALE: (3/8" = 1')



ELEVATION VIEW
SCALE: (3/16" = 1')

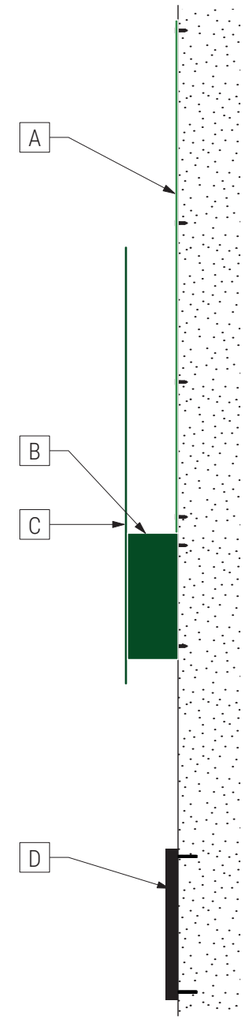
NOTE: FIELD VERIFICATION OF DIMENSIONS AND CONDITIONS FOR MOUNTING REQUIRED PRIOR TO PRODUCTION.

NOTE: PHOTOS INDICATE THAT THE FACE OF THE EXISTING ARCHWAY MAY INCLUDE DIMENSIONAL ACCENT(S). THIS SIGN DESIGN REQUIRES THE FACE TO BE FLAT. ANY BUILD-OUT OR REMOVAL OF DIMENSIONAL ACCENT TO BE COMPLETED BY OTHERS PRIOR TO INSTALLATION

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____



SIDE VIEW
SCALE: (1" = 1')

LATITUDE SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/8" FLAT-CUT ALUMINUM PANEL, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 4" DEEP FABRICATED ALUMINUM LIGHT BOX TO ILLUMINATE WHITE ON TOP AND BOTTOM RETURNS, PAINTED ALL VISIBLE SURFACES PMS 3537 C, STANDARD SATIN FINISH

LENSES FROM 3/16" WHITE TRANSLUCENT POLYCARBONATE

INTERNALLY ILLUMINATED WITH WHITE LEDS

INTERNALLY MOUNTED LED TRANSFORMERS

C 1/8" FLAT-CUT ALUMINUM PANEL, PAINTED 1ST SURFACE PMS 3537 C, PAINTED EDGES, STANDARD SATIN FINISH

D 1" DEEP FABRICATED ALUMINUM LETTERS, FACES AND RETURNS PAINTED LC905 BLACK, STANDARD SATIN FINISH

MOUNTING: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY

120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS

ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY

PMS 7731 C
PMS 3537 C
LC905 BLACK

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E20_5_CityHallEntrance.ai
RV #: 00.00.00 FMLAST (00000) DESCRIPTION OF CHANGES

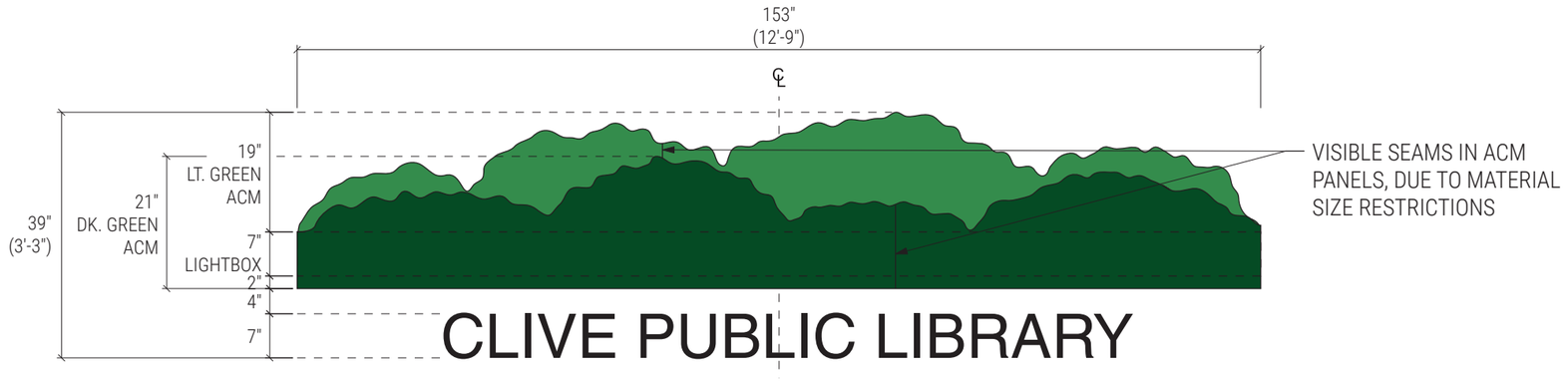
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.24.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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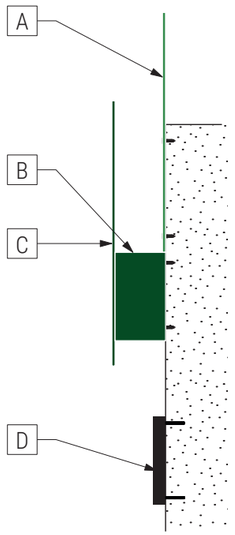
CLIENT APPROVAL/DATE: _____

INVENTORY PART

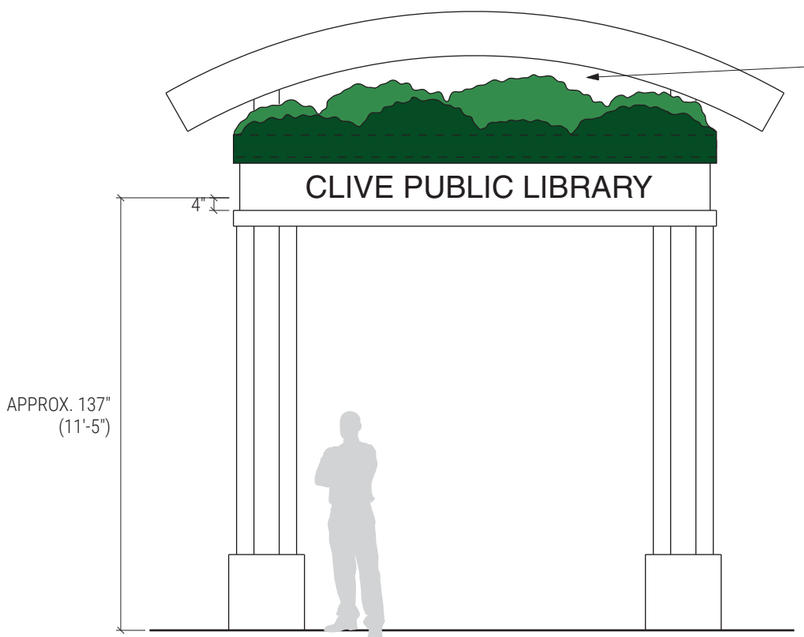
E20.5



TYPICAL VIEW
SCALE: (1/2" = 1')



SIDE VIEW
SCALE: (1" = 1')



ELEVATION VIEW
SCALE: (1/4" = 1')

NOTE: FIELD VERIFICATION OF DIMENSIONS AND CONDITIONS FOR MOUNTING REQUIRED PRIOR TO PRODUCTION.

NOTE: DUE TO THE OPEN NATURE OF EXISTING ARCHWAY, ADDITIONAL STRUCTURE (BY OTHERS) MAY BE NEEDED BEHIND ACM AND LIGHTBOX.

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____

LATITUDE SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/8" FLAT-CUT ALUMINUM PANEL, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 4" DEEP FABRICATED ALUMINUM LIGHT BOX TO ILLUMINATE WHITE ON TOP AND BOTTOM RETURNS, PAINTED ALL VISIBLE SURFACES PMS 3537 C, STANDARD SATIN FINISH

LENSES FROM 3/16" WHITE TRANSLUCENT POLYCARBONATE

INTERNALLY ILLUMINATED WITH WHITE LEDS

INTERNALLY MOUNTED LED TRANSFORMERS

C 1/8" FLAT-CUT ALUMINUM PANEL, PAINTED 1ST SURFACE PMS 3537 C, PAINTED EDGES, STANDARD SATIN FINISH

D 1" DEEP FABRICATED ALUMINUM LETTERS, FACES AND RETURNS PAINTED LC905 BLACK, STANDARD SATIN FINISH

MOUNTING: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY

120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS

ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY

- PMS 7731 C
- PMS 3537 C
- LC905 BLACK

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E20_5_1_LibraryEntrance.ai
RV #: 00.00.00 FMLAST (00000) DESCRIPTION OF CHANGES

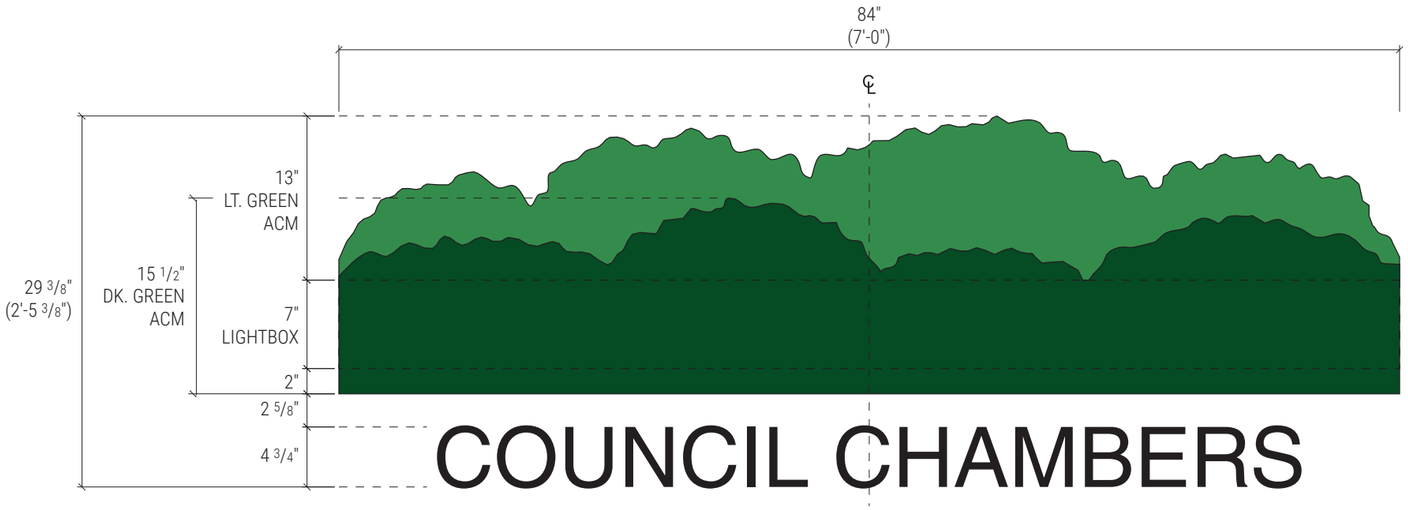
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.24.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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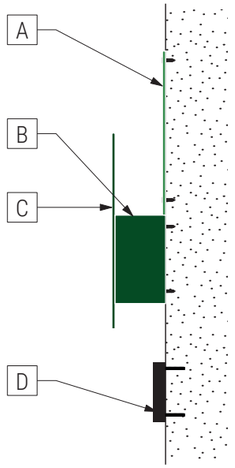
CLIENT APPROVAL/DATE: _____

INVENTORY PART

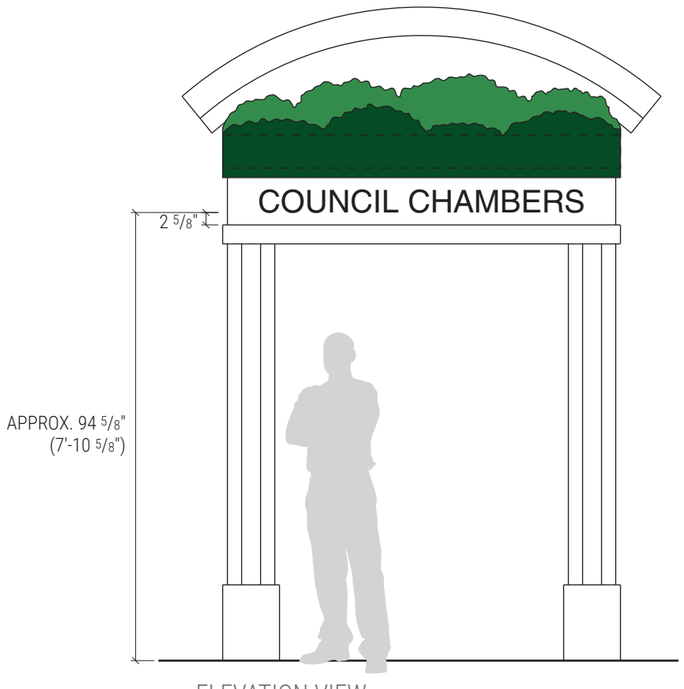
E20.5.1



TYPICAL VIEW
SCALE: (1" = 1')



SIDE VIEW
SCALE: (1" = 1')



ELEVATION VIEW
SCALE: (3/8" = 1')

NOTE: FIELD VERIFICATION OF DIMENSIONS AND CONDITIONS FOR MOUNTING REQUIRED PRIOR TO PRODUCTION.

NOTE: PHOTOS INDICATE THAT THE FACE OF THE EXISTING ARCHWAY MAY INCLUDE DIMENSIONAL ACCENT(S). THIS SIGN DESIGN REQUIRES THE FACE TO BE FLAT. ANY BUILD-OUT OR REMOVAL OF DIMENSIONAL ACCENT TO BE COMPLETED BY OTHERS PRIOR TO INSTALLATION

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____

LATITUDE
SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/8" FLAT-CUT ALUMINUM PANEL, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 4" DEEP FABRICATED ALUMINUM LIGHT BOX TO ILLUMINATE WHITE ON TOP AND BOTTOM RETURNS, PAINTED ALL VISIBLE SURFACES PMS 3537 C, STANDARD SATIN FINISH

LENSES FROM 3/16" WHITE TRANSLUCENT POLYCARBONATE

INTERNALLY ILLUMINATED WITH WHITE LEDS

INTERNALLY MOUNTED LED TRANSFORMERS

C 1/8" FLAT-CUT ALUMINUM PANEL, PAINTED 1ST SURFACE PMS 3537 C, PAINTED EDGES, STANDARD SATIN FINISH

D 1" DEEP FABRICATED ALUMINUM LETTERS, FACES AND RETURNS PAINTED LC905 BLACK, STANDARD SATIN FINISH

MOUNTING: ACM PANEL [A]: SILICONE ADHESIVE AND MECHANICALLY MOUNTED TO ARCHWAY, COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LIGHTBOX [B]: MECHANICALLY MOUNTED TO ARCHWAY

120V POWER TO SIGN AND FINAL HOOK UP BY OTHERS

ACM PANEL [C]: MECHANICALLY MOUNTED TO LIGHTBOX [B], COUNTERSUNK SCREW HEADS PAINTED TO MATCH

LETTERS [D]: 10-24 X 1-1/2" THREADED STUDS, FLUSH TO ARCHWAY

PMS 7731 C
PMS 3537 C
LC905 BLACK

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E20_5_2_CouncilChambersEntrance.ai
RV #: 00.00.00 FMLAST (00000) DESCRIPTION OF CHANGES

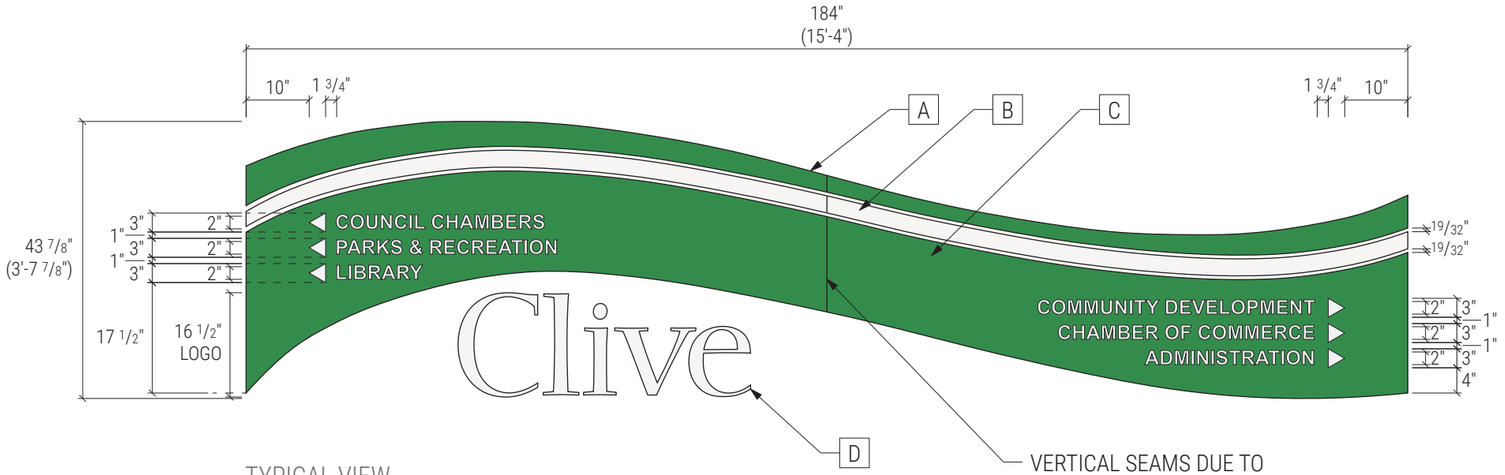
SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.24.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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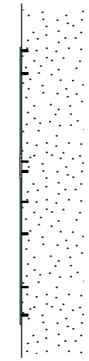
CLIENT APPROVAL/DATE: _____

INVENTORY PART

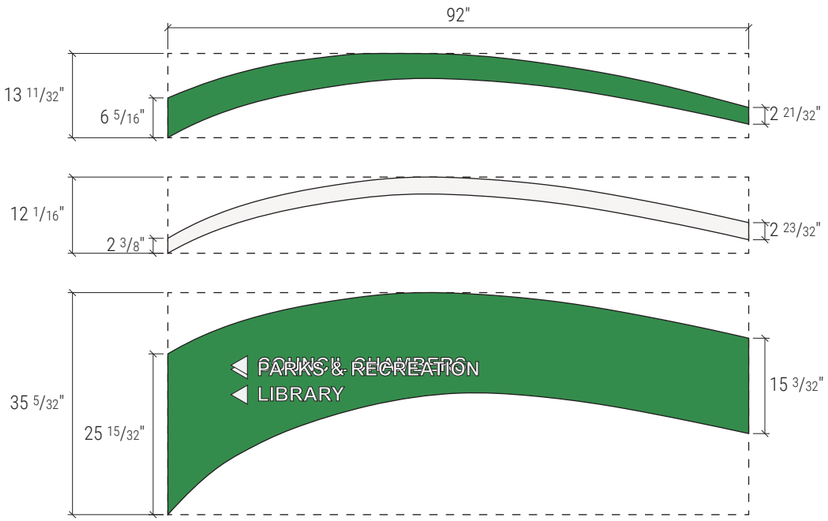
E20.5.2

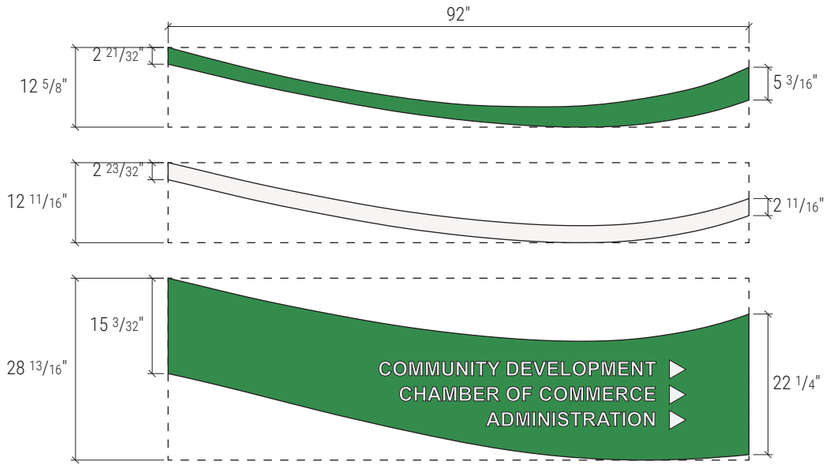


TYPICAL VIEW
SCALE: (1/2" = 1')



SIDE VIEW
SCALE: (1/2" = 1')





DETAIL - INDIVIDUAL PANEL SIZES
SCALE: (1/2" = 1')

NOTE: COLORS SHOWN WERE DETERMINED BY LATITUDE SIGNAGE + DESIGN TO CLOSELY MATCH CMYK COLORS PROVIDED. CLIENT IS TO APPROVE COLOR(S) AS SHOWN OR PROVIDE SPECIFIC COLOR MANUFACTURER NUMBER AND NAMES, IF APPLICABLE.

☐ COLORS APPROVED

SIGN: _____ DATE: _____



CLIENT'S RENDERING
SCALE: NTS

LATITUDE SIGNAGE + DESIGN

PRODUCTION DRAWING

A 1/4" ALUMINUM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

B 1/4" ALUMINUM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE LC901 WHITE, PAINTED EDGES, STANDARD SATIN FINISH

C 1/4" ALUMINUM PANEL, CUSTOM SHAPE, PAINTED 1ST SURFACE PMS 7731 C, PAINTED EDGES, STANDARD SATIN FINISH

CUSTOM ARROWS, AND ARIAL BOLD, HEIGHT BASED ON H, APPLIED 3M 220-10 WHITE VINYL

D 1/4" FLAT-CUT ALUMINUM LOGO PER ART, PAINTED 1ST SURFACE LC901 WHITE, PAINTED EDGES, STANDARD SATIN FINISH

MOUNTING: 1/4-20 X 1-1/2" THREADED STUDS TO BRICK TRANSFORMER ENCLOSURE

- PMS 7731 C
- LC901 WHITE
- 3M 220-10 WHITE

CUSTOMER: City of Clive
LOCATION: Default Location
FILE NAME: ST_E21_1_Directional.ai
RV #: 00.00.00 FMLAST (00000) DESCRIPTION OF CHANGES

SC: MCSEIDL
DESIGNER: BLLEASURE
DATE: 06.25.25
ORIGINAL TASK NO: 160556
PD REVIEW BY: EDP/RMH 06.25.25

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CLIENT APPROVAL/DATE: _____

INVENTORY PART

E21.1

Request for Proposals
Exterior Signage for Clive City Hall & Library Building

NOVEMBER 2025

City of Clive, Iowa

Request for Proposals (RFP)

Exterior Signage for Clive City Hall & Library Building

Issued By: City of Clive, Iowa
Project Location: 1900 NW 114th Street, Clive, Iowa 50325
Project Title: Exterior Signage for City Hall and Library
RFP Release Date: November 17, 2025
Proposal Due Date: December 17, 2025

---

1. Introduction & Purpose

The City of Clive, Iowa ("City") is soliciting proposals from qualified signage fabricators and installers to provide exterior signage for the Clive City Hall and Library building as part of the facility's renovation project. The selected vendor will be responsible for the fabrication, delivery, and installation of new exterior building signage in accordance with the specifications prepared by OPN Architects accompanying this RFP document.

The purpose of this RFP is to obtain competitive proposals that demonstrate the vendor's capability, experience, approach, and cost effectiveness in completing the required signage work to meet the City's standards for quality, aesthetics, durability, and compliance.

---

2. Project Overview

The City Hall and Library renovation project includes new exterior signage at the following key locations: - City Hall main building entry - Library main building entry - Council Chambers entry - Transformer enclosure wayfinding signage panel (non-illuminated aluminum panel mounted to brick enclosure).

All signage requirements, dimensions, materials, lighting integration, and mounting details shall correspond with the Architectural Signage Specifications and related drawings included in the accompanying documentation.

---

3. Scope of Work

The selected vendor shall provide all labor, materials, equipment, and services necessary to complete the fabrication and installation of the exterior signage. All work on this project will be coordinated with the City's Construction Manager for the overall City Hall

Renovation Project, DCI Group. The selected vendor will be asked to coordinate with DCI representatives, including attendance at project meetings as appropriate. Scope components include but are not limited to:

3.1 Sign Types & Locations

Signage types and approximate dimensions are based on project drawings (Sheet A103 – Signage Elevations): - **City Hall Entry Sign** – Integrated bidirectional lighting, aluminum raised letters, ACM paneling - **Library Entry Sign** – Similar construction to City Hall signage with lighting integration - **Council Chambers Entry Sign** – Aluminum letters and custom metal signage assembly - **Transformer Enclosure Way Finding Signage** – Non-illuminated aluminum panel signage mounted to brick enclosure.

3.2 Materials & Construction

Signage specifications include: - 1” thick aluminum letters, painted - Light green ACM panel backplate - Dark green ACM lightbox, 4” standoff - Integrated up/down LED lighting within lightbox assembly - Raised aluminum surface-applied text - Mounting to existing stucco facade or brick enclosures as indicated

3.3 Electrical Coordination

Vendor shall coordinate with the project electrical contractor regarding: - Junction box locations - Power supply from existing recessed lighting circuits - Integration with lighting controls, where applicable

Electrical details are included in Sheet E301 for reference.

3.4 Fabrication & Installation

The vendor must: - Verify site measurements prior to fabrication - Provide shop drawings for City and architect review and approval - Fabricate signage per approved submittals - Install units according to industry best practices and project specifications - Ensure all work is structurally sound, weather-resistant, and code compliant

3.5 Warranty

Proposals should include warranty terms for: - Structural integrity - Finish and material durability - Lighting components

---

4. Proposal Requirements

Each proposal must include the following:

4.1 Company Information

- Legal business name and address

- Contact information for project manager
- Summary of relevant experience (minimum of three comparable projects)
- References with contact information

4.2 Technical Proposal

- Proposed approach and understanding of project requirements
- Draft schedule including fabrication and installation timelines
- Description of materials, fabrication processes, and installation methods
- Any proposed alternatives or value engineering suggestions (must meet or exceed specifications)

4.3 Cost Proposal

- Itemized cost breakdown including:
    - Design verification & shop drawings
    - Fabrication
    - Lighting components
    - Installation
    - Any subcontracted work
- Optional/alternate pricing (if applicable)

4.4 Required Forms

- Proof of insurance
- W-9

---

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Understanding of project and quality of proposed approach

- Experience and qualifications of the firm

- Quality and durability of proposed materials

- Total cost and value

- Project schedule

- References and past performance

The City reserves the right to reject any or all proposals, waive informalities, and accept the proposal determined to be in the City's best interest.

---

6. Submission Instructions

6.1 Deadline

Proposals must be received no later than **5:00 PM on Wednesday, December 17**. Late submissions will not be accepted.

6.2 Submission Method

Submit proposals electronically in PDF format to:
mmcquillen@cityofclive.com

tthatcher@opnarchitects.com

Alternatively, hard copies may be delivered to:
Clive Public Library
1900 NW 114th Street
Clive, Iowa 50325

6.3 Questions

All questions regarding this RFP must be submitted in writing (preferably email) to both:
Matt McQuillen, City Manager, City of Clive – mmcquillen@cityofclive.com
Thomas Thatcher, Architect, OPN Architects – tthatcher@opnarchitects.com

Questions must be received by **5:00 PM on Monday, December 8.**

A written addendum will be issued if clarifications or changes are required.

---

7. Schedule (Tentative)

- RFP Issued: November 17, 2025
- Deadline for Questions: 5:00 PM on December 8, 2025
- Proposals Due: 5:00 PM on December 17, 2025
- Vendor Selection: January 5, 2026
- Clive City Council Approval/Contract Execution: January 8, 2026
- Installation Complete: May 15, 2026

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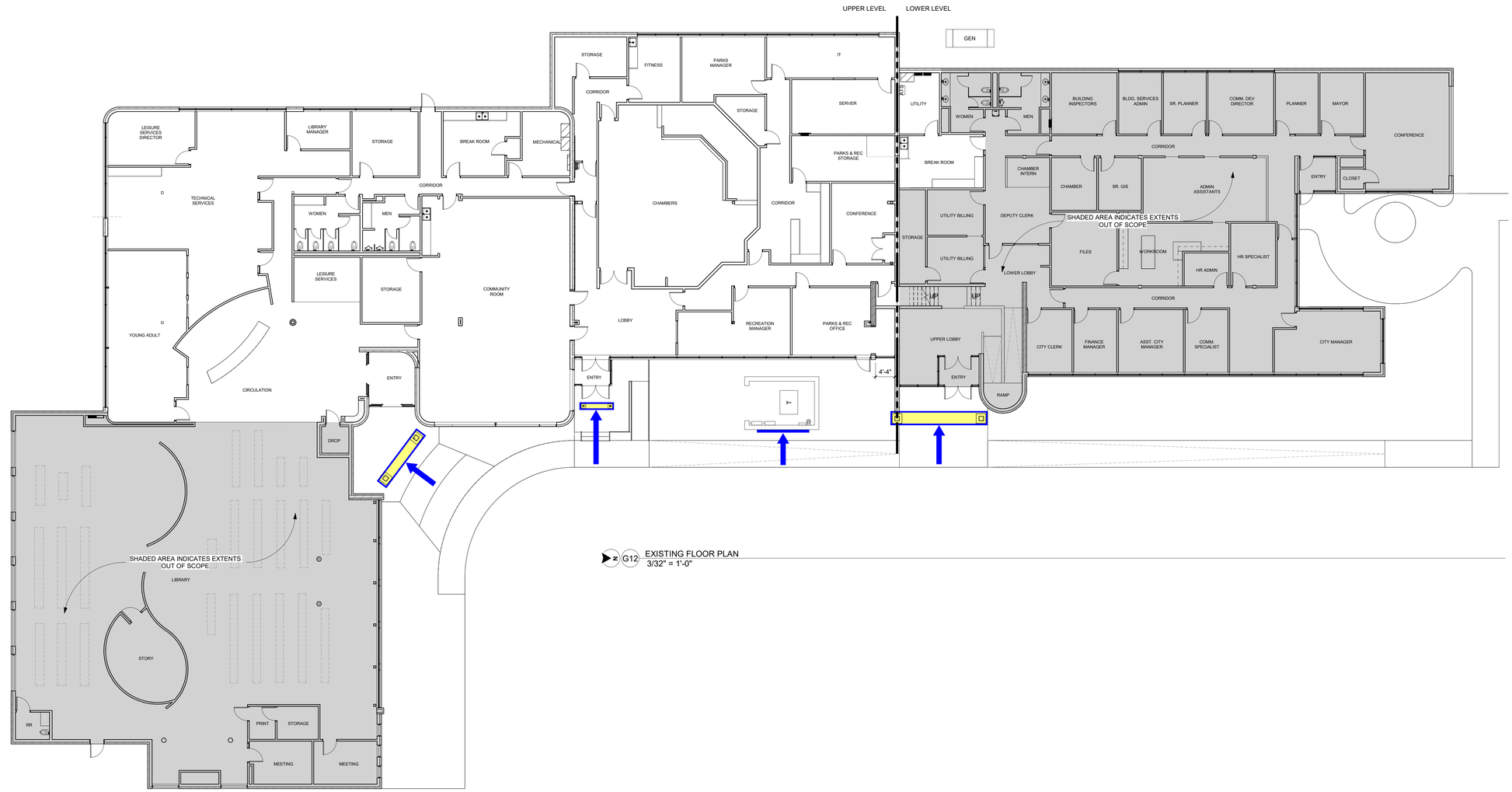
8. Attachments

The following documents are included and form part of this RFP: - Architectural Signage Plans & Specifications (OPN Architects)
– Signage Elevations (Sheet A103)

– Signage Plan (Sheet P901)
– Related electrical coordination drawings (Sheet E301)

Thank you for your interest in partnering with the City of Clive.

PRINTED: 12/10/2024 9:22:56 AM



G12 EXISTING FLOOR PLAN
3/32" = 1'-0"

OPN ARCHITECTS

100 Court Ave., Suite 100
Des Moines, IA 50309
P: 515-309-0722
www.opnarchitects.com

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Owner
CITY OF CLIVE
1900 NW 114TH STREET
CLIVE, IOWA 50325

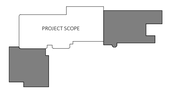
Project
CITY HALL & LIBRARY RENOVATION
1900 NW 114TH STREET
CLIVE, IOWA 50325

Construction Manager as Agent
DCI GROUP, INC.
220 SE 6TH STREET #200
DES MOINES, IA 50309
P. 515-244-5043

Mechanical Engineer
KCL ENGINEERING
300 4TH STREET
WEST DES MOINES, IA 50265
P. 515-724-7938

Electrical Engineer
KCL ENGINEERING
300 4TH STREET
WEST DES MOINES, IA 50265
P. 515-724-7938

Key Plan



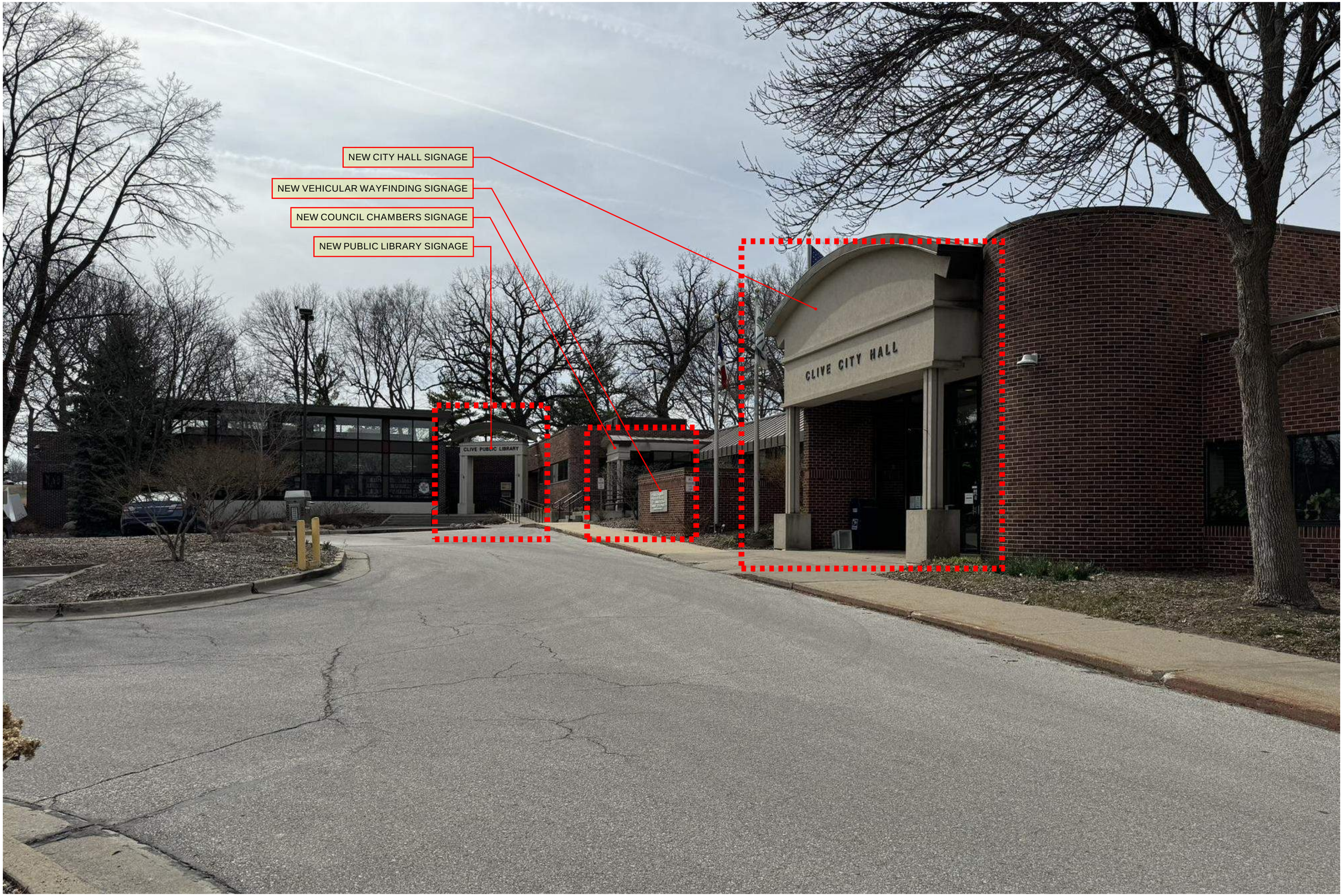
Revision	Description	Date

OPN Project No.
24811000

Sheet Issue Date
100% CONSTRUCTION DOCUMENTS **12/12/2024**

Sheet Name
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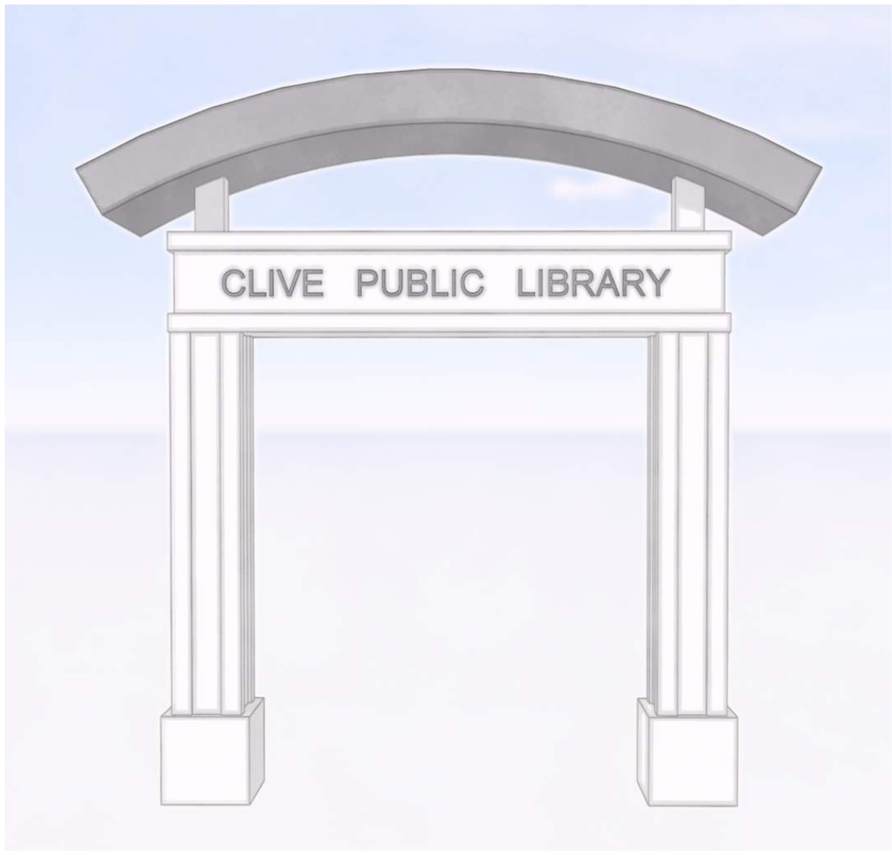
Sheet Number
AD100


NEW CITY HALL SIGNAGE
NEW VEHICULAR WAYFINDING SIGNAGE
NEW COUNCIL CHAMBERS SIGNAGE
NEW PUBLIC LIBRARY SIGNAGE
CLIVE CITY HALL
CLIVE PUBLIC LIBRARY

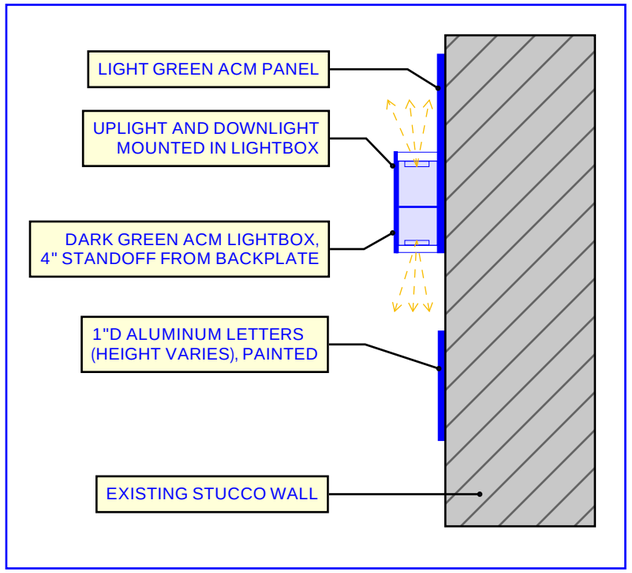
EXISTING SIGNAGE







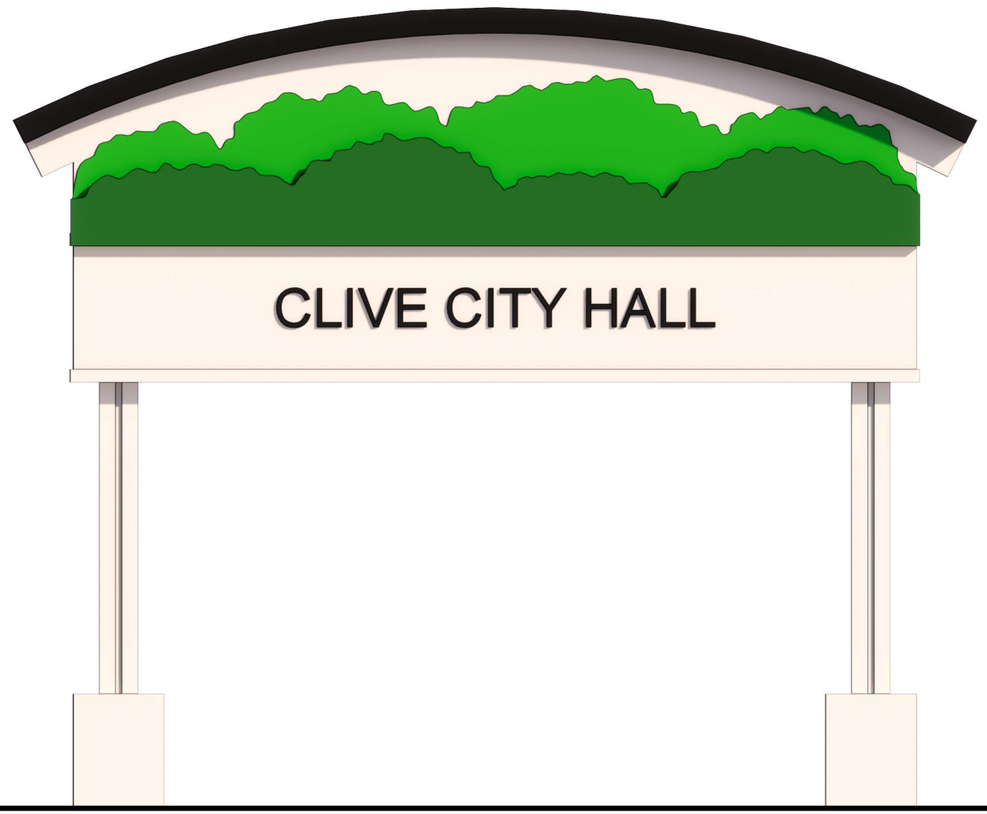
SIGNAGE ELEVATIONS (DAYTIME)



TYPICAL MOUNTING CONCEPT

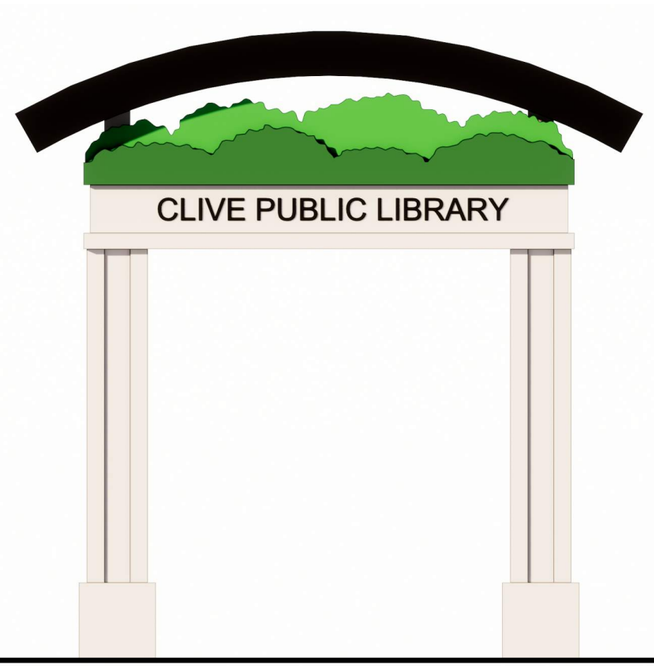


TRANSFORMER ENCLOSURE



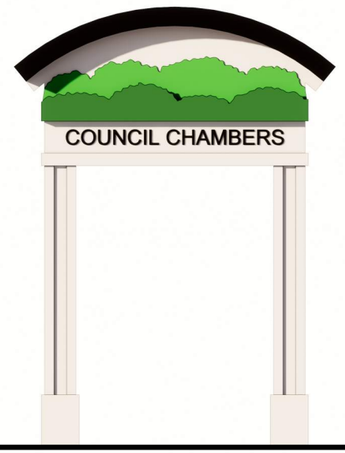
EXISTING HEIGHT: 20'-8"

CITY HALL ENTRY



EXISTING HEIGHT: 16'-4"

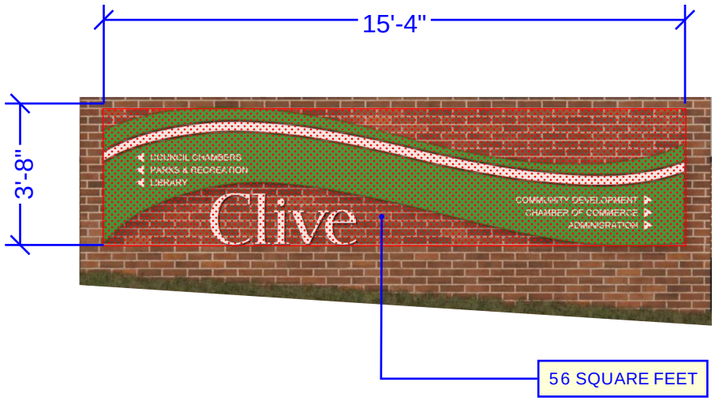
LIBRARY ENTRY



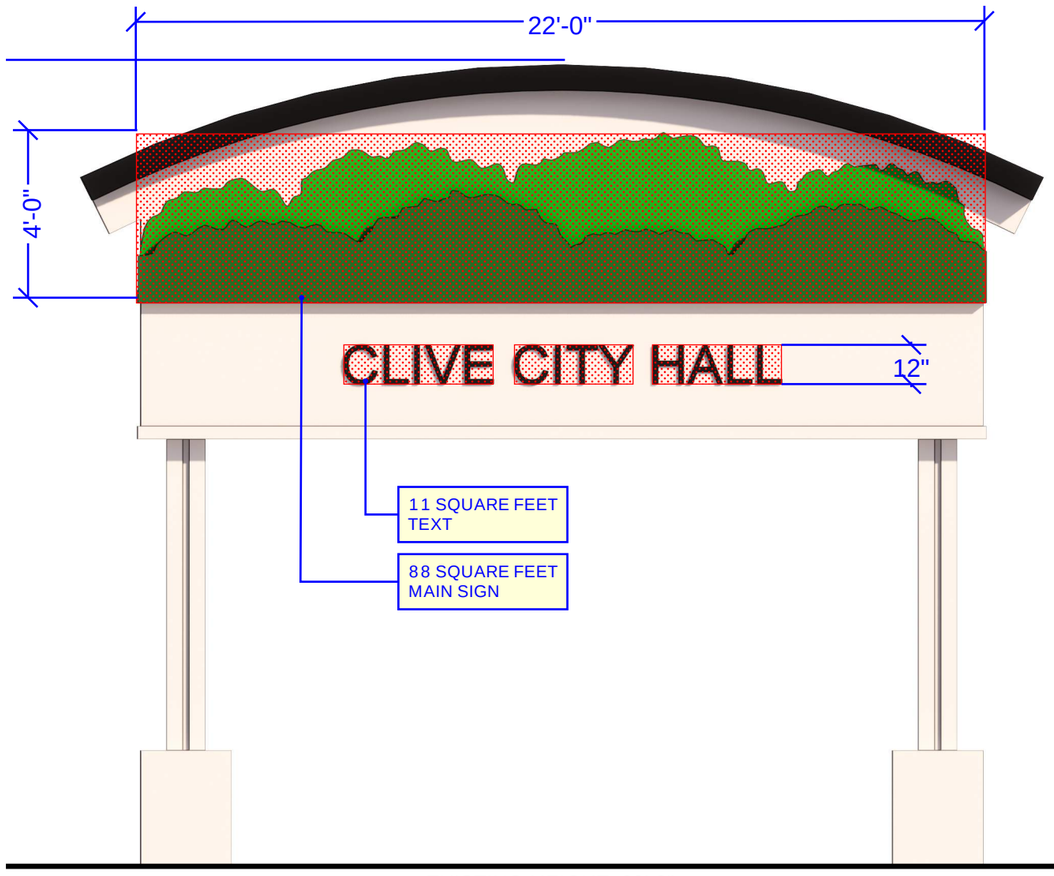
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CHAMBERS ENTRY

SIGNAGE DIMENSIONS

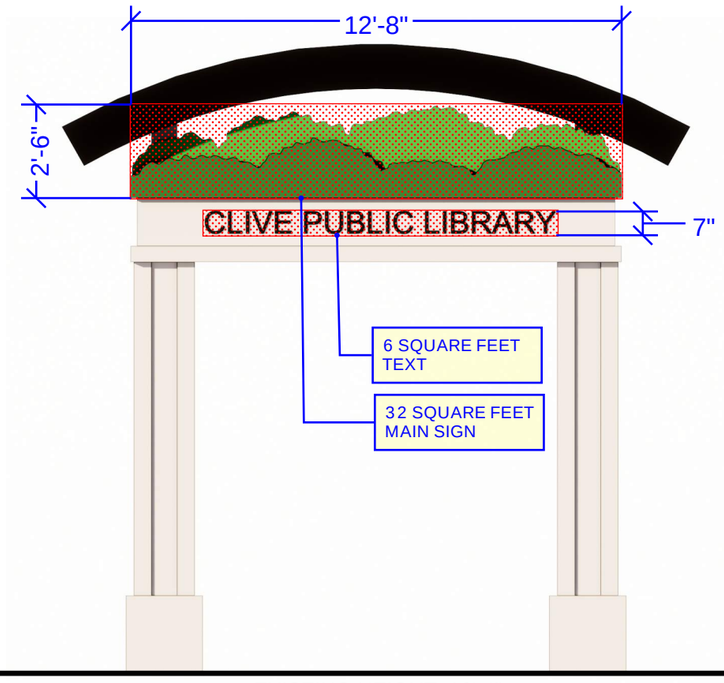


TRANSFORMER ENCLOSURE



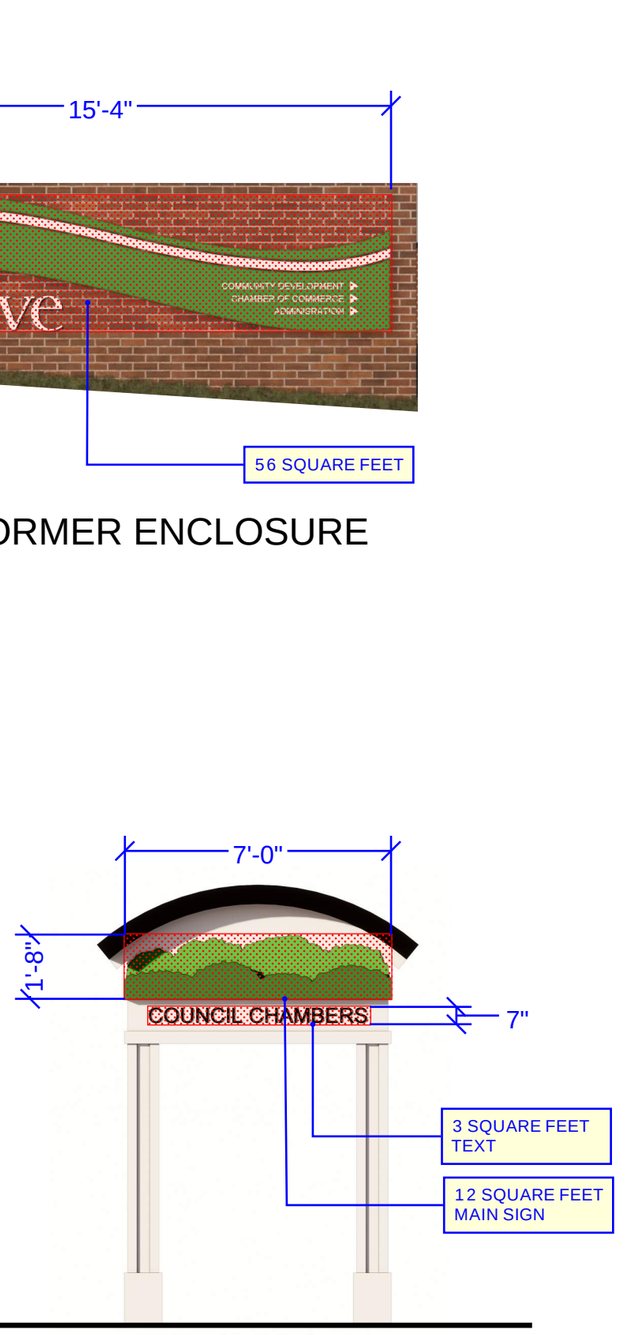
EXISTING HEIGHT: 20'-8"

CITY HALL ENTRY



EXISTING HEIGHT: 16'-4"

LIBRARY ENTRY

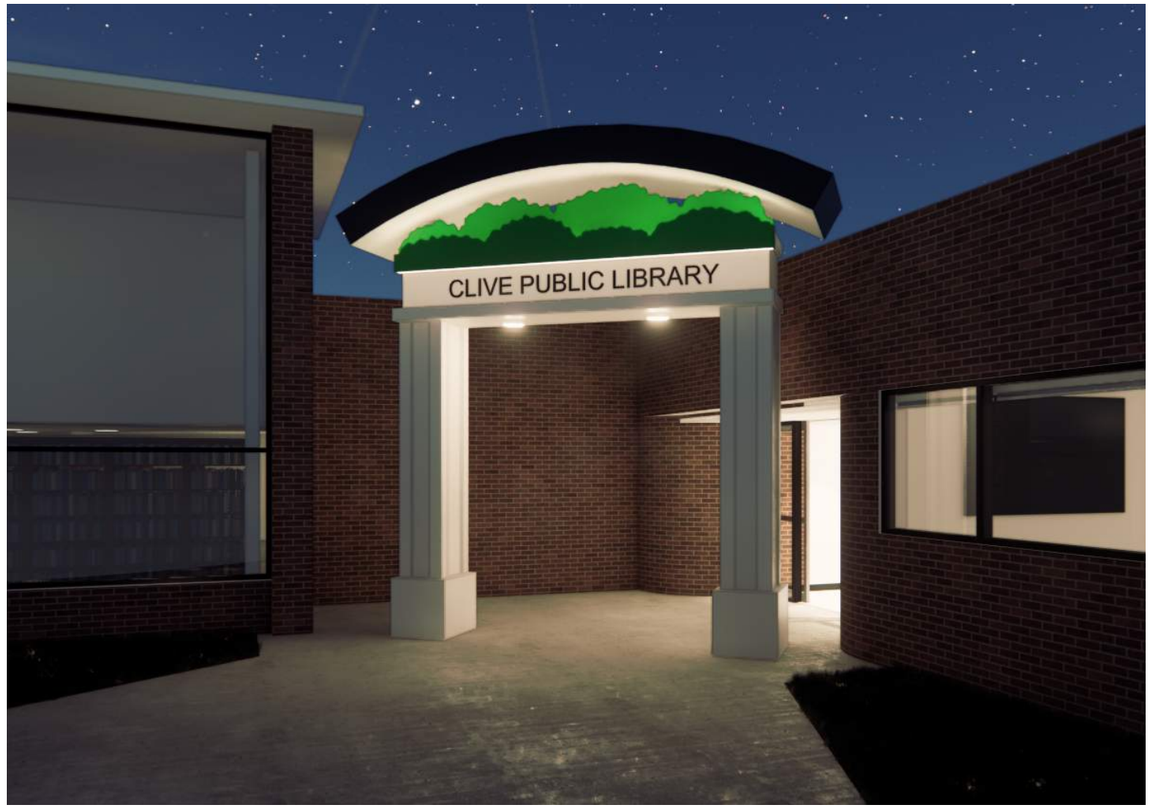


EXISTING HEIGHT: 11'-6"

CHAMBERS ENTRY


CLIVE PUBLIC LIBRARY


CLIVE PUBLIC LIBRARY


CLIVE PUBLIC LIBRARY


COUNCIL CHAMBERS


COUNCIL CHAMBERS

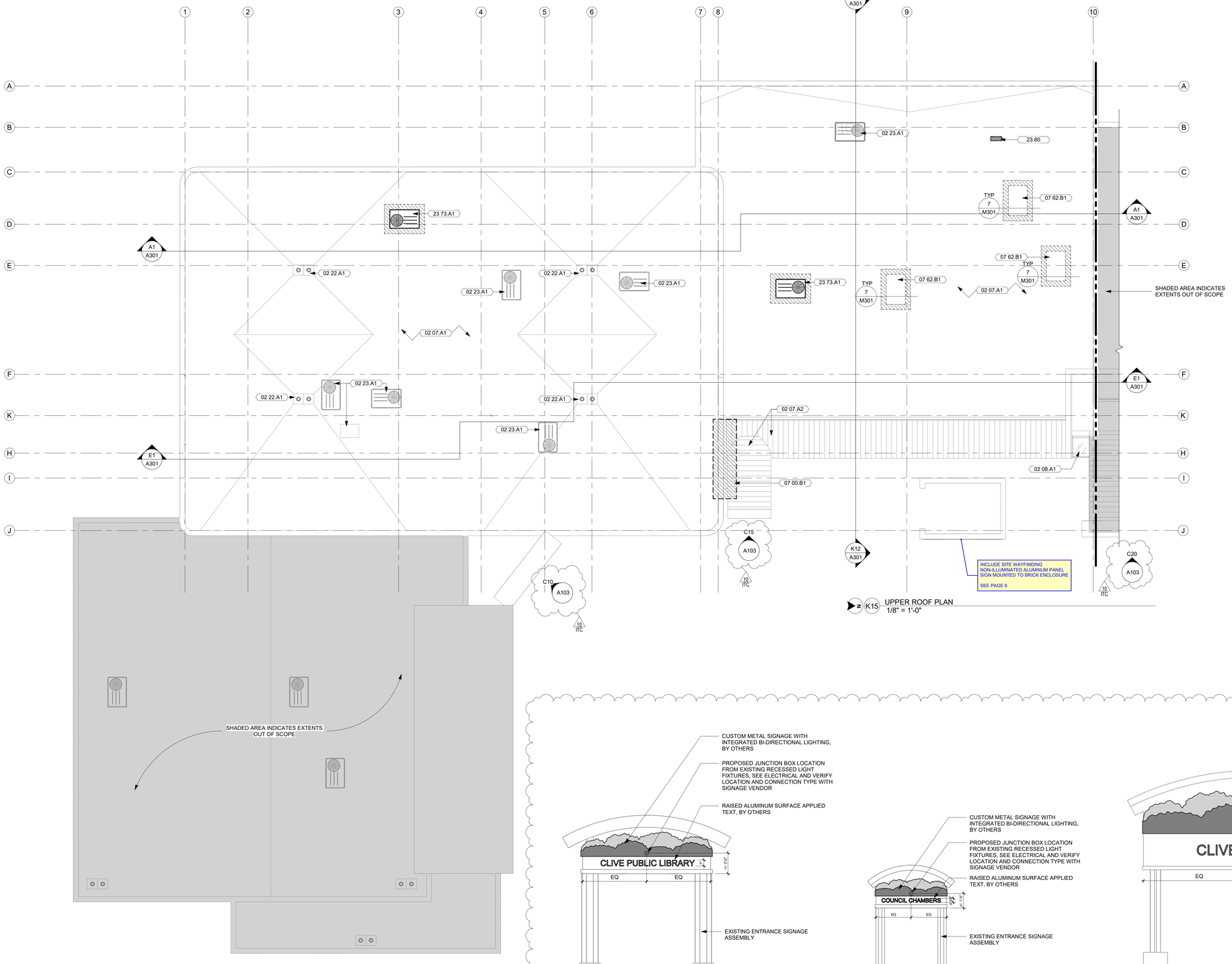

COUNCIL CHAMBERS


CLIVE PUBLIC LIBRARY
COUNCIL CHAMBERS
Clive
CLIVE CITY HALL


COUNCIL CHAMBERS
PARKS & RECREATION
LIBRARY
Clive
COMMUNITY DEVELOPMENT
CHAMBER OF COMMERCE
ADMINISRATION


CLIVE CITY HALL

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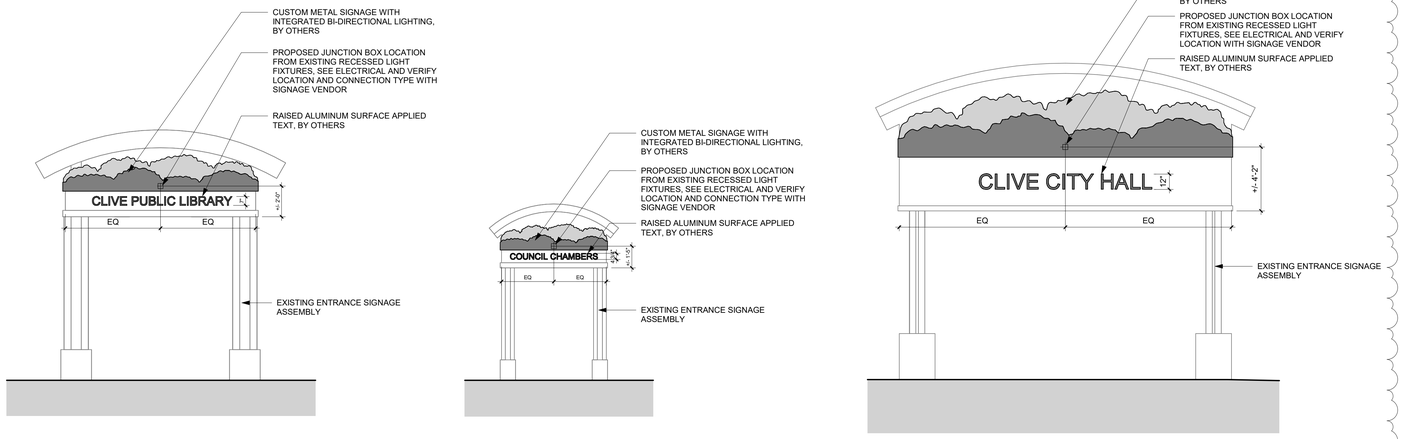
K15 UPPER ROOF PLAN
1/8" = 1'-0"

GENERAL NOTES

1. NOT ALL ROOF PENETRATIONS ARE SHOWN. VERIFY LOCATIONS OF ALL ROOF PENETRATIONS. PROVIDE BOOTS, FLASHING AND OTHER ACCESSORIES REQUIRED TO PROVIDE A COMPLETE, WATERTIGHT WARRANTED SYSTEM REFER TO INDIVIDUAL DISCIPLINES.
2. COORDINATE SLOPED STRUCTURE AND TAPERED INSULATION WITH STRUCTURAL DRAWINGS.
3. SLOPE ALL TAPERED INSULATION AT 1/4" : 1'-0" UNLESS NOTED OTHERWISE.
4. SLOPE ALL CRICKETS AT 1/2" : 1'-0" PERPENDICULAR TO VALLEY LINES UNLESS NOTED OTHERWISE
5. PROTECT SECTIONS OF THE ROOF THAT HAVE ALREADY BEEN INSTALLED FROM DAMAGE. DO NOT USE THE ROOF FOR A STAGING AREA UNLESS ADEQUATE FACTORY, MUTUALLY APPROVED PROTECTION MEASURES ARE USED TO PROTECT THE ROOF.
6. COORDINATE LOCATION OF MECHANICAL EQUIPMENT WITH MECHANICAL DRAWINGS.
7. ALL OVERFLOW DRAINS TO BE 2" ABOVE MAIN ROOF DRAIN INTAKE ELEVATION.
8. ALL WALLS WITH SOUND ATTENUATION BLANKETS ARE TO HAVE ACCOUSTICAL SEALANT AT TOP AND BOTTOM AND AT ALL WALL PENETRATIONS.

KEYNOTE LEGEND

02 07.A1	EXISTING MEMBRANE ROOF ASSEMBLY TO REMAIN
02 07.A2	EXISTING STANDING SEAM ROOF ASSEMBLY TO REMAIN
02 08.A1	EXISTING GLAZING SYSTEM TO REMAIN
02 22.A1	EXISTING ROOF DRAIN TO REMAIN, PROVIDE NEW CAST IRON GRATE
02 23.A1	EXISTING ROOFTOP EQUIPMENT TO REMAIN
07 00.B1	EXISTING FLAT SHEET METAL ROOF SPANNING FROM BUILDING TO ROOF STRUCTURE. PROVIDE NEW SHEET METAL FLASHING, TRIM AND SEALANT TO REPAIR EXISTING WATER DAMAGE AND ENSURE PROPER FUTURE DRAINAGE AWAY FROM BUILDING
07 62.B1	GALVANIZED SHEET METAL CAP - SEE DETAILS
23 73.A1	PACKAGED RTU - SEE MECHANICAL
23 80	DECENTRALIZED HVAC EQUIPMENT



C10 SIGNAGE ELEVATION - LIBRARY
1/4" = 1'-0"

C15 SIGNAGE ELEVATION - CHAMBERS
1/4" = 1'-0"

C20 SIGNAGE ELEVATION - CITY HALL
1/4" = 1'-0"

OPN ARCHITECTS
100 Court Ave., Suite 100
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Owner
CITY OF CLIVE
1900 NW 114TH STREET
CLIVE, IOWA 50325

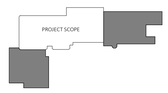
Project
CITY HALL & LIBRARY RENOVATION
1900 NW 114TH STREET
CLIVE, IOWA 50325

Construction Manager as Agent
DCI GROUP, INC.
220 SE 6TH STREET #200
DES MOINES, IA 50309
P. 515-244-5043

Mechanical Engineer
KCL ENGINEERING
300 4TH STREET
WEST DES MOINES, IA 50265
P. 515-724-7938

Electrical Engineer
KCL ENGINEERING
300 4TH STREET
WEST DES MOINES, IA 50265
P. 515-724-7938

Key Plan



Revision	Description	Date
ADD -01	ADDENDUM 01	11/15/2024
ADD -02	ADDENDUM 02	11/27/2024
ITC 10	ITC 10	05/21/2025

OPN Project No.
24811000

Sheet Issue Date
100% CONSTRUCTION DOCUMENTS **11/07/2024**

Sheet Name
ROOF PLANS

Sheet Number
A103

PRINTED: 5/21/2025 5:17:51 PM

EXISTING 2' X 2' REMOVED: 171

APPROX. REUSE: 98
CLEAN AND RETURN REMAINING TO OWNER

REUSE EXISTING 2'X2' FIXTUE IN OFFICES, BREAKER ROOM AND STORAGE AREAS

REUSE FIXTURES IN ROOM AND EXTEND CIRCUIT AS NECESSARY

SHADED AREA INDICATES EXTENTS OUT OF SCOPE

EXISTING FIXTURES, CONTROLS, AND CIRCUIT TO REMAIN FOR THIS AREA

EXISTING FIXTURES TO REMAIN

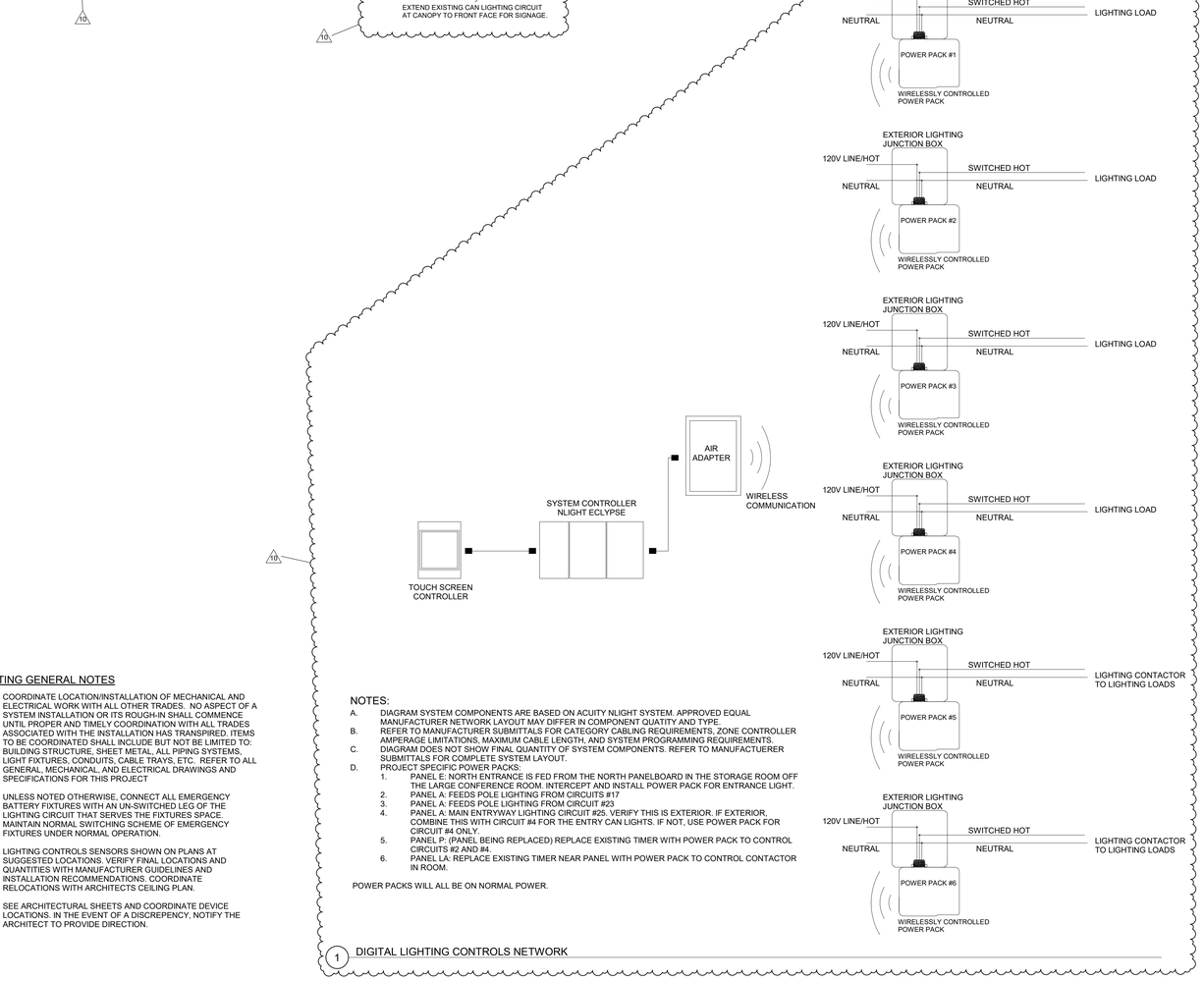
EXTEND EXISTING CAN LIGHTING CIRCUIT AT CANOPY TO FRONT FACE FOR SIGNAGE.

EXTEND EXISTING CAN LIGHTING CIRCUIT AT CANOPY TO FRONT FACE FOR SIGNAGE.

EXTEND EXISTING LIGHTING AT OVERHANG TO FRONT FACE FOR SIGNAGE.

SHADED AREA INDICATES EXTENTS OUT OF SCOPE

2 ELECTRICAL - LIGHTING - UPPER FLOOR PLAN
1/8" = 1'-0"



1 DIGITAL LIGHTING CONTROLS NETWORK

LIGHTING GENERAL NOTES

A. COORDINATE LOCATION/INSTALLATION OF MECHANICAL AND ELECTRICAL WORK WITH ALL OTHER TRADES. NO ASPECT OF A SYSTEM INSTALLATION OR ITS ROUGH-IN SHALL COMMENCE UNTIL PROPER AND TIMELY COORDINATION WITH ALL TRADES ASSOCIATED WITH THE INSTALLATION HAS TRANSPIRED. ITEMS TO BE COORDINATED SHALL INCLUDE BUT NOT BE LIMITED TO: BUILDING STRUCTURE, SHEET METAL, ALL PIPING SYSTEMS, LIGHT FIXTURES, CONDUITS, CABLE TRAYS, ETC. REFER TO ALL GENERAL, MECHANICAL, AND ELECTRICAL DRAWINGS AND SPECIFICATIONS FOR THIS PROJECT

B. UNLESS NOTED OTHERWISE, CONNECT ALL EMERGENCY BATTERY FIXTURES WITH AN UN-SWITCHED LEG OF THE LIGHTING CIRCUIT THAT SERVES THE FIXTURES SPACE. MAINTAIN NORMAL SWITCHING SCHEME OF EMERGENCY FIXTURES UNDER NORMAL OPERATION.

C. LIGHTING CONTROLS SENSORS SHOWN ON PLANS AT SUGGESTED LOCATIONS. VERIFY FINAL LOCATIONS AND QUANTITIES WITH MANUFACTURER GUIDELINES AND INSTALLATION RECOMMENDATIONS. COORDINATE RELOCATIONS WITH ARCHITECTS CEILING PLAN.

D. SEE ARCHITECTURAL SHEETS AND COORDINATE DEVICE LOCATIONS. IN THE EVENT OF A DISCREPENCY, NOTIFY THE ARCHITECT TO PROVIDE DIRECTION.

NOTES:

A. DIAGRAM SYSTEM COMPONENTS ARE BASED ON ACUITY NLIGHT SYSTEM. APPROVED EQUAL MANUFACTURER NETWORK LAYOUT MAY DIFFER IN COMPONENT QUATITY AND TYPE.
B. REFER TO MANUFACTURER SUBMITTALS FOR CATEGORY CABLING REQUIREMENTS, ZONE CONTROLLER AMPERAGE LIMITATIONS, MAXIMUM CABLE LENGTH, AND SYSTEM PROGRAMMING REQUIREMENTS.
C. DIAGRAM DOES NOT SHOW FINAL QUANTITY OF SYSTEM COMPONENTS. REFER TO MANUFACTUERER SUBMITTALS FOR COMPLETE SYSTEM LAYOUT.
D. PROJECT SPECIFIC POWER PACKS:
1. PANEL E: NORTH ENTRANCE IS FED FROM THE NORTH PANELBOARD IN THE STORAGE ROOM OFF THE LARGE CONFERENCE ROOM. INTERCEPT AND INSTALL POWER PACK FOR ENTRANCE LIGHT.
2. PANEL A: FEEDS POLE LIGHTING FROM CIRCUITS #17
3. PANEL A: FEEDS POLE LIGHTING FROM CIRCUIT #23
4. PANEL A: MAIN ENTRYWAY LIGHTING CIRCUIT #25. VERIFY THIS IS EXTERIOR. IF EXTERIOR, COMBINE THIS WITH CIRCUIT #4 FOR THE ENTRY CAN LIGHTS. IF NOT, USE POWER PACK FOR CIRCUIT #4 ONLY.
5. PANEL P: (PANEL BEING REPLACED) REPLACE EXISTING TIMER WITH POWER PACK TO CONTROL CIRCUITS #2 AND #4.
6. PANEL LA: REPLACE EXISTING TIMER NEAR PANEL WITH POWER PACK TO CONTROL CONTACTOR IN ROOM.

POWER PACKS WILL ALL BE ON NORMAL POWER.

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Electrical Engineer
KCL ENGINEERING
300 4TH STREET
WEST DES MOINES, IA 50265
P. 515-724-7938

Key Plan

Revision	Description	Date
	Addendum #1	11.15.2024
	ITC-008	04.15.2025
	ITC-010	05.21.2025

OPN Project No.
24811000

Sheet Issue Date
100% CONSTRUCTION DOCUMENTS 12/12/2024

Sheet Name
ELECTRICAL LIGHTING

Sheet Number
E301

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Resolution Accepting Work - Country Club Boulevard HMA Pavement Rehabilitation Project

SYNOPSIS:
Staff is recommending final acceptance of the public improvements on the above referenced project. All project items have been addressed to the satisfaction of City staff. An additional Pay Request releasing the remaining retainage amount of $12,547.84 will be processed within 30 days of acceptance.

Original Contract Amount	- $626,036.25
Change Order #1	- $3,307.29
Change Order #2	- (-$1,951.75)
Final Contract Amount	- $627,391.79

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

Attachments:
1. Resolution

RESOLUTION NO. _____

RESOLUTION ACCEPTING WORK FOR THE
COUNTRY CLUB BOULEVARD HMA PAVEMENT REHABILITATION PROJECT

WHEREAS, the City entered into an agreement in connection with the Country Club Boulevard HMA Pavement Rehabilitation Project (the "Project"); and

WHEREAS, the work has now been completed under the Project; and

WHEREAS, in the judgment of the City Council, the work appears to meet the requirements of the plans and specifications for the Project, and City staff has recommended the acceptance of such Project.

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

> The work on the Project is hereby accepted, and except for the remaining retainage to be held by the City for not less than thirty (30) days after acceptance of the Project, the amount due to the contractor is hereby ordered paid from available funds from which payment for the Project may be made.

PASSED AND APPROVED this ____ day of _____, 2026.

By:_____
John Edwards, Mayor

ATTEST:

_____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Resolution Accepting Work - NW 86th Street Pavement Repair Project

SYNOPSIS:
Staff is recommending final acceptance of the public improvements on the above referenced project. All project items have been addressed to the satisfaction of City staff. An additional Pay Request releasing the remaining retainage amount of $2,462.58 will be processed within 30 days of acceptance.

Original Contract Amount - $82,086.00
Change Order #1 - $6,068.00
Final Contract Amount - $88,154.00

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

Attachments:
1. Resolution

RESOLUTION NO. _____

RESOLUTION ACCEPTING WORK FOR THE
NW 86th STREET PAVEMENT REPAIR PROJECT

WHEREAS, the City entered into an agreement in connection with the NW 86th Street Pavement Repair Project (the "Project"); and

WHEREAS, the work has now been completed under the Project; and

WHEREAS, in the judgment of the City Council, the work appears to meet the requirements of the plans and specifications for the Project, and City staff has recommended the acceptance of such Project.

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

> The work on the Project is hereby accepted, and except for the remaining retainage to be held by the City for not less than thirty (30) days after acceptance of the Project, the amount due to the contractor is hereby ordered paid from available funds from which payment for the Project may be made.

PASSED AND APPROVED this ____ day of _____, 2026.

By:_____
John Edwards, Mayor

ATTEST:

_____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Resolution Accepting Work - Little Walnut Creek Trail Reconstruction East of Alice's Road

SYNOPSIS:
Staff is recommending final acceptance of the public improvements on the above referenced project. All project items have been addressed to the satisfaction of City staff. An additional Pay Request releasing the remaining retainage amount of $22,006.44 will be processed within 30 days of acceptance.

Original Contract Amount - $807,787.50
Change Order #1 - (-$74,239.62)
Final Contract Amount - $733,547.88

Please feel free to contact me at 23-6231 prior to the meeting if you have any questions or concerns.

Attachments:
1. Resolution

RESOLUTION NO. _____

RESOLUTION ACCEPTING WORK FOR THE
LITTLE WALNUT CREEK TRAIL RECONSTRUCTION EAST OF ALICE'S ROAD

WHEREAS, the City entered into an agreement in connection with the Little Walnut Creek Trail Reconstruction East of Alice's Road (the "Project"); and

WHEREAS, the work has now been completed under the Project; and

WHEREAS, in the judgment of the City Council, the work appears to meet the requirements of the plans and specifications for the Project, and City staff has recommended the acceptance of such Project.

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

> The work on the Project is hereby accepted, and except for the remaining retainage to be held by the City for not less than thirty (30) days after acceptance of the Project, the amount due to the contractor is hereby ordered paid from available funds from which payment for the Project may be made.

PASSED AND APPROVED this ____ day of _____, 2026.

By:_____
John Edwards, Mayor

ATTEST:

_____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Elizabeth Hansen, Director of Administrative Services
DATE: January 8, 2026
RE: Resolution Approving Single Audit for FY2025

SYNOPSIS:
As you may recall from the November 13, 2025, City Council meeting when Brad Theisen from Eide Bailly presented the FY2025 Annual Audit. Brad reported that the audit forms were not available to complete the single audit on the federal ARPA funding the city spent last fiscal year.

Attached is a resolution approving the single audit, the Governance Letter, the Federal Awards Report, and the City's response to the Single Audit Findings.

There was one noted deficiency in the internal control over compliance related to the timeliness of submission of the annual project and expenditure report for the Coronavirus State and Local Fiscal Recovery Funds program. The reason for this is the report was submitted five days after the due date. Management has acknowledged the finding and prepared a Corrective Action Plan outlining procedures to ensure accurate and timely submission of required reports going forward. If you have questions, please let me know.

The Administrative Services Department strives to maintain good financial controls and separation of duties in place. Now both reports will be forwarded to the State Auditor and can be found on their website, as well as the City's website.

Attachments:
1. Resolution Approving Single Audit.2025
2. Management Response to Single Audit Findings
3. FINAL City of Clive 2025 Single Audit Governance Letter 318373
4. FINAL City of Clive 2025 Single Audit Compliance Section 318373 (1)

RESOLUTION NO. _____

RESOLUTION APPROVING THE SINGLE AUDIT REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2025

WHEREAS, the City of Clive, Iowa, is required to undergo a Single Audit for the fiscal year ended June 30, 2025, in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; and

WHEREAS, Eide Bailly LLP has completed the Single Audit for the City of Clive for the fiscal year ended June 30, 2025, including the audit of the City's major federal program and issued the Independent Auditor's Report on Compliance for the Major Federal Program and Report on Internal Control Over Compliance; and

WHEREAS, the auditor issued an unmodified opinion on compliance for the City's major federal program and reported no material weaknesses in internal control over compliance; and

WHEREAS, the City Council has reviewed the FY 2025 Single Audit reports, including the auditor's reports, schedule of findings and questioned costs, and management's responses;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clive, Iowa, that the FY 2025 Single Audit Report for the fiscal year ended June 30, 2025, as prepared by Eide Bailly LLP, is hereby approved and accepted; and

PASSED AND APPROVED THIS 8th day of JANUARY 2026.

_____
John Edwards, Mayor

ATTEST:

_____
Matthew D. Graham, City Clerk

City of Clive
1900 NW 114th Street
Clive, IA 50325
515.223.6220
cityofclive.com

Clive

Management's Response to Auditor's Findings: Summary Schedule of Prior Audit Findings and Corrective Action Plan
June 30, 2025

Prepared by Management of

City of Clive

City of Clive
Summary Schedule of Prior Audit Findings
Year Ended June 30, 2025

Financial Statement Findings

There were no prior year financial statement findings reported.

Federal Award Findings

No single audit required in prior year.

City of Clive
Corrective Action Plan
Year Ended June 30, 2025

Financial Statement Findings

There were no current year financial statement findings reported.

Federal Award Findings

Finding 2025-001	**Reporting** **Significant Deficiency in Internal Control over Compliance**
Federal Agency Name:	Department of the Treasury
Program Name:	COVID-19 Coronavirus State and Local Fiscal Recovery Funds
Assistance Listing Number:	21.027
Finding Summary:	The annual project and expenditure report were required to be submitted by April 30, 2025. However, the annual project and expenditure report was submitted on May 5, 2025.
Responsible Individuals:	Corey Eastman, Financial Manager
Corrective Action Planned:	City of Clive acknowledges the comment and has implemented a process to ensure that all reports are accurate and submitted by the required due dates.
Anticipated Completion Date:	June 30, 2026

December 15, 2025

To the Honorable Mayor and Members of the City Council
City of Clive, Iowa

We have audited the cash basis financial statements of the City of Clive, Iowa, as of and for the year ended June 30, 2025, and have issued our report thereon dated November 4, 2025. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards* and our Compliance Audit under the Uniform Guidance

As communicated in our letter dated July 9, 2025, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America and to express an opinion on whether the City complied with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the City's major federal program. Our audit of the financial statements and major program compliance does not relieve you or management of its respective responsibilities

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Our responsibility, as prescribed by professional standards as it relates to the audit of the City's major federal program compliance, is to express an opinion on the compliance for the City's major federal program based on our audit of the types of compliance requirements referred to above. An audit of major program compliance includes consideration of internal control over compliance with the types of compliance requirements referred to above as a basis for designing audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, as a part of our major program compliance audit, we considered internal control over compliance for these purposes and not to provide any assurance on the effectiveness of the City's internal control over compliance.

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We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding internal controls during our audit in our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated November 4, 2025. We have also provided our comments regarding compliance with the types of compliance requirements referred to above and internal controls over compliance during our audit in our Independent Auditor's Report on Compliance with the Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance dated December 15, 2025.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2025. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Accounting Estimates and Related Disclosures

Accounting estimates and related disclosures are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimate affecting the financial statements is net pension liability.

Management's estimate of the net pension liability is based on plan level actuarial reports, allocated to the City using annual employer contributions. We evaluated the key factors and assumptions used to develop the pension related balances in determining that they are reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to pension and retirement benefits.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit. There were no uncorrected or corrected missstatements identified as a result of our audit procedures.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. We included an additional emphasis of matter paragraph to our report to draw attention to the fact the financial statements were prepared using the cash receipts and disbursements basis of accounting.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated November 4, 2025 and December 15, 2025.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditors.

Other Information in Documents Containing Audited Financial Statements

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the City's Financial Statements, does not extend beyond the financial information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing has come to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the Mayor, City Council, and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Eide Bailly LLP

Dubuque, Iowa

Federal Awards Reports in Accordance
with the Uniform Guidance
June 30, 2025

City of Clive, Iowa

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* 1

Independent Auditor's Report on Compliance for the Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance 3

Schedule of Expenditures of Federal Awards 7

Notes to the Schedule of Expenditures of Federal Awards 8

Schedule of Findings and Questioned Costs 9

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Honorable Mayor and Members of the City Council
City of Clive, Iowa

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States *(Government Auditing Standards)*, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Clive, Iowa (City), as of and for the year ended June 30, 2025, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 4, 2025. Our report expressed unmodified opinions on the financial statements which were prepared on the basis of cash receipts and disbursements, a basis of accounting other than accounting principles generally accepted in the United States of America.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, we noted a certain immaterial instance of noncompliance or other matter which is disclosed in Part IV of the accompanying schedule of findings and questioned costs.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2025, are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City and are reported in Part IV of the accompanying schedule of findings and questioned costs. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

City's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's responses to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City's responses were not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Eide Bailly LLP

Dubuque, Iowa
November 4, 2025

Independent Auditor's Report on Compliance for the Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance

To the Honorable Mayor and
Members of the City Council
City of Clive, Iowa

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited the City of Clive, Iowa's (City) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the City's major federal program for the year ended June 30, 2025. The City's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2025.

Basis for Opinion on Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

eidebailly.com
1545 Associates Dr., Ste. 101 • Dubuque, IA 52002-2299 • T 563.556.1790 • F 563.557.7842 • EOE

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance onrequirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed below, we did identify a certain deficiency in internal control over compliance that we consider to be a significant deficiency.

A *deficiency in internal control* over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control* over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control* over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2025-001 to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the internal control over the compliance finding identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated November 4, 2025, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Eide Bailly LLP

Dubuque, Iowa
December 15, 2025

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal Financial Assistance Listing	Pass-through Entity Identifying Number	Expenditures	Amounts Passed-through to Subrecipients
Department of the Treasury				
Direct program				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027		$ 2,578,075	$ -
Department of Homeland Security				
Direct program				
BRIC: Building Resilient Infrastructure and Communities	97.047		112,812	-
BRIC: Building Resilient Infrastructure and Communities	97.047		20,719	-
Total Department of Homeland Security			133,531	-
Total Federal Financial Assistance			$ 2,711,606	$ -

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal award activity of the City of Clive, Iowa, (City) under programs of the federal government for the year ended June 30, 2025. The information is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position or fund balance, or cash flows of the City.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported in the schedule are reported on the modified accrual basis of accounting, except for subrecipient expenditures, which are recorded on the cash basis. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The City receives federal awards both directly from federal agencies and indirectly through pass-through entities. Federal financial assistance provided to a subrecipient is treated as an expenditure when it is paid to the subrecipient. There was no assistance provided to subrecipients during the year ended June 30, 2025.

Note 3 - Indirect Cost Rate

The City has not elected to use the 10% de minimis cost rate.

Part I: Summary of the Independent Auditor's Results:

Financial Statements	
Type of auditor's report issued	Unmodified
Internal control over financial reporting:	
Material weakness identified	No
Significant deficiency not considered to be a material weakness	None reported
Noncompliance material to financial statements noted	No
Federal Awards	
Internal control over major program:	
Material weakness identified	No
Significant deficiency not considered to be a material weakness	Yes
Type of auditor's report issued on compliance for the major programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance 2 CFR 200.516	Yes
Identification of major programs:	

Name of Federal Program or Cluster	**Federal Financial Assistance Listing**
Coronavirus State and Local Fiscal Recovery Funds	21.027

Dollar threshold used to distinguish between Type A and Type B programs	$750,000
Auditee qualified as low-risk auditee	No

Part II: Findings Related to the Financial Statements:

There were no findings to report.

Part III: Findings and Questioned Costs for Federal Awards:

2025-001 Department of Treasury
Federal Financial Assistance Listing No. 21.027
COVID-19 Coronavirus State and Local Fiscal Recovery Funds
Applicable Federal Award Number and Year – SLFRF 2131511 for 2021

Reporting
Significant Deficiency in Internal Control over Compliance

Criteria – A good system of internal accounting control contemplates an adequate system for ensuring that all reports are completed accurately and timely by the City.

Condition – During the course of our engagement, we noted that the annual project and expenditure report was submitted on May 5, 2025, which was after the required due date of April 30, 2025.

Cause – The City does not have an internal control system designed to ensure that the project and expenditure report is submitted timely.

Effect – The control deficiency could result in the City's project and expenditure report not being completed timely.

Questioned Costs – None reported

Context/Sampling – The entirety of the annual reporting requirement was tested.

Repeat Finding from Prior Years – No

Recommendation – Management should put procedures in place to ensure that all reports are accurate and submitted by the required due dates.

View of responsible officials – Management is in agreement with the finding.

Part IV: Other Findings Related to Statutory Reporting:

2025-IA-A **Certified Budget** – Disbursements during year ended June 30, 2025, did not exceed the amounts budgeted.

2025-IA-B **Questionable Disbursements** – We noted no disbursements that fail to meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979.

2025-IA-C **Travel Expense** – No disbursements of City money for travel expenses of spouses of City officials or employees were noted.

2025-IA-D **Business Transactions** – We noted no business transactions between the City and City officials or employees.

2025-IA-E **Restricted Donor Activity** – No transactions were noted between the City and City officials, City employees, and restricted donors in compliance with Chapter 68B of the Code of Iowa.

2025-IA-F **Bond Coverage** – Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that the coverage is adequate for current operations.

2025-IA-G **Council Minutes** – No transactions were found that we believe should have been approved in the Council minutes but were not.

2025-IA-H **Deposits and Investments** – No instances of noncompliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the City's investment policy were noted.

2025-IA-I **Annual Urban Renewal Report** – The annual urban renewal report was properly approved and certified to the Iowa Department of Management on or before December 1. However, we noted an instance in which TIF debt balances did not reconcile with City records.

Recommendation – The City should implement additional preparation and review procedures relating to the Annual Urban Renewal Report.

Views of Responsible Officials – The City will decertify the appropriate amount to reconcile the records.

2025-IA-J **Tax Increment Financing –** The Special Revenue Tax Increment Financing Fund properly disbursed payments for TIF loans and rebates. Also, the City properly completed the Tax Increment Debt Certificate forms to request TIF property taxes.

Memo

TO: Mayor and Council members
FROM: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Resolution Approving Grant Agreement - Bravo Public Art Grant - The Listening Field - $11,200.00

SYNOPSIS:
The City Council authorized the submission of a grant application to the Bravo Public Art Program for a new art installation along the Greenbelt Trail, The Listening Field by Annalibera, on Thursday, September 25, 2025.

The City was awarded the full $11,200 grant requested from this program, with a planned $3,800 City match for a total project cost of $15,000.

This project is for the City to work with the artist Annalibera on their interactive installation, The Listening Field. Inspired by the native plants of Iowa, Annalibera has crafted soundscapes that use natural sounds with their own original compositions that honor the ecological and cultural histories of the green spaces we move through.

This installation is part of a wider public art project in Central Iowa called Declarations that celebrates the region. Given the popularity of the Greenbelt Trail and its connectedness to the rest of the trail system of central Iowa, a self-guided installation will let a large population of people from a variety of backgrounds access the art during a time that is convenient for them.

The installation will be at seven places along the Greenbelt Trail that will be as evenly spaced as possible while meeting the criteria for natural space set by the artist. As recordings will be specialized by location, the artist will have final say but were initially suggested by Parks management staff based on proximity to trailheads as well as the diversity of environment, including consideration of places with water, prairie and woods as well as the popularity of the location.

It is intended that the Listening Fields will take place of the annual Art Along the Trail exhibition in 2026.

Attachments:
1. Resolution for The Listening Field Bravo Public Art CY2026

RESOLUTION NO. _____

RESOLUTION APPROVING SIGNATURE OF BRAVO OF GREATER DES MOINES GRANT AWARD FOR PUBLIC ART FOR CALENDAR YEAR 2026 TO FUND ART INSTALLATION THE LISTENING FIELD BY ANNALIBERA

WHEREAS, the City Council of the City of Clive (the "City") desires to submit a signature to accept a grant from Bravo of Greater Des Moines; and

WHEREAS, the City has directive via it's Public Art Master Plan to have a temporary yearly installation of public art on the Greenbelt Trail; and

WHEREAS, the City sought and was awarded $11,200 with a required City input of $3,800 for a total cost of $15,000 for the new temporary installation; and

WHEREAS, the Bravo Public Art grant agreement must be executed on behalf of the City.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements hereinafter set forth, the parties agree as follows:

That the City approves the signature of the Bravo Public Art Grant agreement bequeathing a request in the amount of $11,200, a cover of 75% of total cost for the temporary art installation The Listening Field by Annalibera; the Mayor or his designee is hereby authorized and directed to execute said signature on behalf of the City to evidence such approval.

PASSED AND APPROVED this ____ day of _____, 2026.

By_____
John Edwards, Mayor

ATTEST:

_____
Matthew Graham, City Clerk

Memo

TO: Mayor and Council members
FROM:
DATE: January 8, 2026
RE: Resolution Accepting 1st Amendment to Storm Sewer, Overland Flowage and Access Easement for Shadow Creek Plat 6, Lot 64 - 18256 Tanglewood DR

SYNOPSIS:
The owner of 18256 Tanglewood DR has requested approval to install landscaping within the Storm Sewer, Overland Flowage and Access Easement on the subject property. The installation of the landscaping has been reviewed by City staff who have 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, Overland Flowage and Access 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 jamiller@cityofclive.com or at (515) 223-6221 if you have any questions or concerns.

Attachments:
1. RES - Resolution Accepting 1st Amendment to Storm Sewer, Overland Flowage and Access Easement for Shadow Creek Plat 6, Lot 64 - 18256 Tanglewood DR

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO STORM SEWER, OVERLAND FLOWAGE AND ACCESS EASEMENT FOR
LOT 64 IN SHADOW CREEK PLAT 6
18256 TANGLEWOOD DR

WHEREAS, the owner of Lot 64 in Shadow Creek Plat 6 in the City of Clive, Iowa (the "Property") has submitted to the City of Clive a First Amendment to Storm Sewer, Overland Flowage and Access Easement to permit the installation of a landscaping within the easement area on the Property; and

WHEREAS, City desires to accept the First Amendment to Storm Sewer, Overland Flowage and Access Easement.

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

That the First Amendment to Storm Sewer, Overland Flowage and Access Easement ("First Amendment") regarding Lot 64, Shadow Creek Plat 6, 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 ____ day of _____, 2026.

By: _____
John Edwards, Mayor

ATTEST:

_____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Jeff May, Public Works Director
DATE: January 8, 2026
RE: Resolution Setting Public Hearing (2/12/26, 6:00 p.m.) - Alice's Road Reconstruction Project - Phase 1B

SYNOPSIS:
Snyder & Associates, in conjunction with staff from both the City of Clive and the City of Waukee,
has recently completed plans for the Phase 1B reconstruction of Alice's Road. The limits of this first phase of reconstruction extend from south of Dellwood Drive to south of Douglas Parkway and are shown in the attached Exhibit. The project will reconstruct the existing two-lane rural section to a four-lane boulevard section.

The bid letting for the above referenced project will be held on February 5, 2026 and staff recommends setting the public hearing for the project for 6:00 pm on February 12, 2026.

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 - 01-08-26 - Setting PH for Alice's Road Reconstruction Phase 1B
2. 01-08-26 - Alice's Road Reconstruction - Phase 1B Exhibit

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER PLANS, SPECIFICATIONS AND TAKING OF BIDS FOR THE ALICE'S ROAD RECONSTRUCTION PROJECT – PHASE 1B

WHEREAS, the City Council of the City of Clive, Iowa (the "City") has determined that it is necessary and desirable to reconstruct a portion of Alice's Road in the City of Clive, Iowa, as described in the proposed plans and specifications and form of contract for such project (the "Project"), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications, taking of bids and awarding of bid for the Project and to advertise for sealed bids for the Project;

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

1. The detailed plans and specifications, notice of hearing, notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are hereby approved for the purpose of enabling the solicitation of bids.

2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as part of said specifications.

3. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction or performance of such Project, on the 5th day of February 2026, at 2:00 p.m., in the Community Room of the Clive Harbach Center, 8505 Harbach Blvd., Clive, Iowa. The 12th day of February 2026, at 6:00 p.m., in the Council Chambers at Clive City Hall, 1900 NW 114th Street, Clive, Iowa, is hereby fixed as the time and place of hearing on the proposed plans, specifications, taking of bids and awarding bid for the Project received by the City Clerk in connection therewith.

4. The City Clerk shall publish notice of public hearing, the same being in the form hereinabove approved and substantially as attached to this resolution, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall be not less than 4 days not more than 20 days before the date set for the public hearing.

5. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED THIS _____ day of _____, 2026.

By:

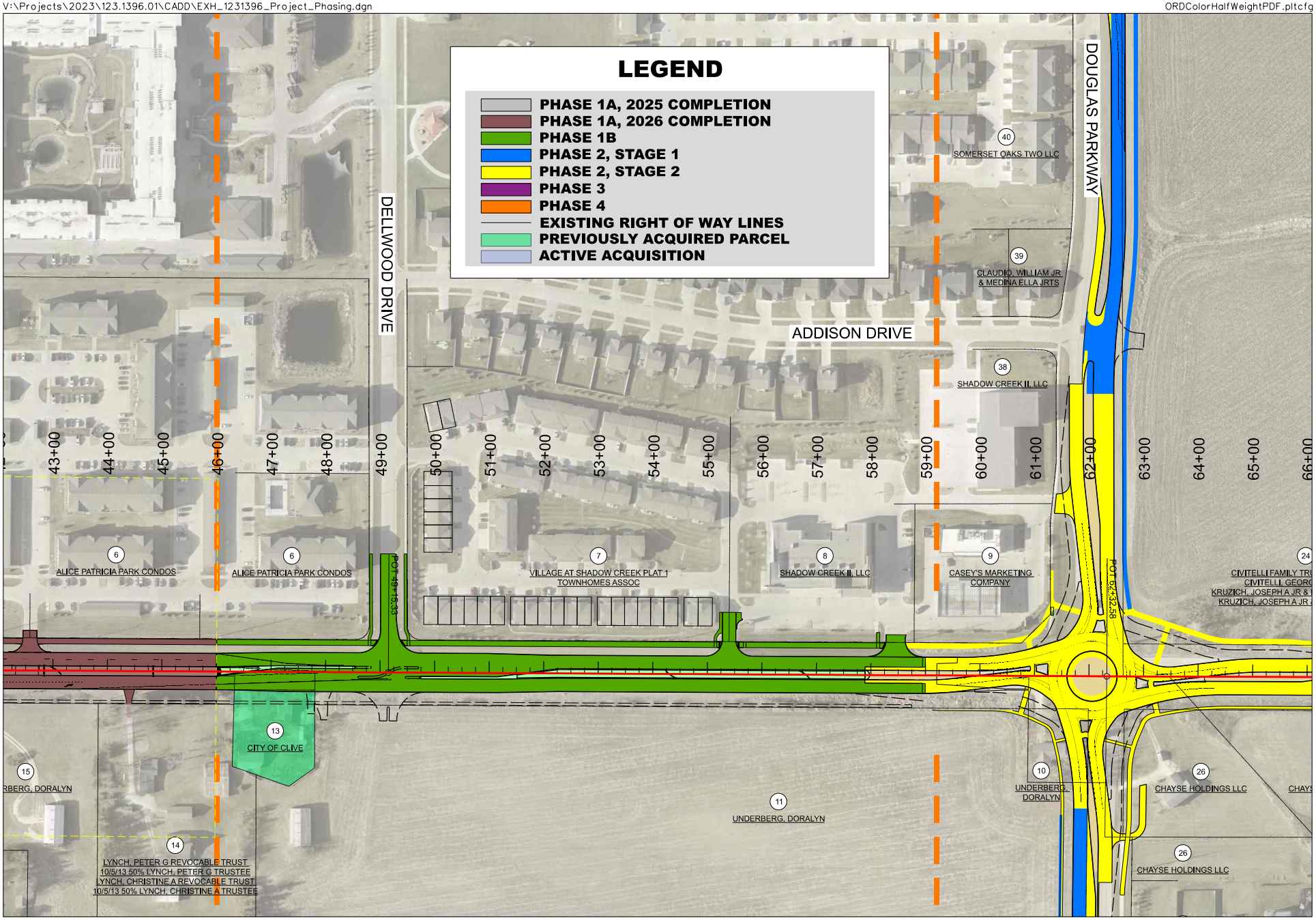
_____

John Edwards, Mayor

ATTEST:

By: _____

Matthew D. Graham, City



SNYDER & ASSOCIATES

0 50 100
FEET

Alice's Road Phase 1B Project Area

City of Clive, Iowa | 12/30/2025

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Resolution Setting Public Hearing (2/12/2026, 6:00 pm) - 2026 Residential PCC Pavement Rehabilitation Project

SYNOPSIS:
Staff has recently completed plans and specifications for full-depth PCC patching on residential streets north of Hickman Road bounded by the Urbandale corporate limit to the east and NW 152nd Street to the west. The bid letting for the above referenced project will be held on February 5, 2026. As a result, staff recommends setting the public hearing for the project for 6:00 pm on February 12, 2025 with Council approval and award anticipated to follow.

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

Attachments:
1. Resolution

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER
PLANS, SPECIFICATIONS AND TAKING OF BIDS FOR
THE 2026 RESIDENTIAL PCC PAVEMENT REHABILITATION PROJECT

WHEREAS, the City Council of the City of Clive, Iowa (the "City") has determined that it is necessary and desirable to construct certain PCC pavement rehabilitation improvements on certain residential roadways in the City of Clive, Iowa, as described in the proposed plans and specifications and form of contract for such project (the "Project"), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications, taking of bids and awarding of bid for the Project and to advertise for sealed bids for the Project;

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

1. The detailed plans and specifications, notice of hearing, notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are hereby approved for the purpose of enabling the solicitation of bids.

2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as part of said specifications.

3. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction or performance of such Project, on the 5th day of February 2026, at 2:00 p.m., at the Harbach Center, 8505 Harbach Boulevard, Clive, Iowa. The 12th day of February, 2026, at 6:00 p.m., at the Council Chambers, City Hall, is hereby fixed as the time and place of hearing on the proposed plans, specifications, taking of bids and awarding bid for the Project received by the City Clerk in connection therewith.

4. The City Clerk shall publish notice of public hearing, the same being in the form hereinabove approved and substantially as attached to this resolution, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall be not less than 4 days not more than 20 days before the date set for the public hearing.

5. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED THIS _____ day of _____, 2026.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Jim Hagelie, Engineering Services Administrator
DATE: January 8, 2026
RE: Resolution Setting Public Hearing (2/12/2026, 6:00 pm) - 2026 Residential HMA Pavement Rehabilitation Project

SYNOPSIS:
Staff has recently completed plans and specifications for a hot-mix asphalt (HMA) overlay on residential streets south of Hickman Road bounded by NW 149th Street to the east and NW 152nd Street to the west. The bid letting for the above referenced project will be held on February 5, 2026. As a result, staff recommends setting the public hearing for the project for 6:00 pm on February 12, 2025 with Council approval and award anticipated to follow.

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

Attachments:
1. Resolution

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER
PLANS, SPECIFICATIONS AND TAKING OF BIDS FOR
THE 2026 RESIDENTIAL HMA REHABILITATION PROJECT

WHEREAS, the City Council of the City of Clive, Iowa (the "City") has determined that it is necessary and desirable to construct certain hot-mix asphalt (HMA) pavement rehabilitation improvements on certain residential roadways in the City of Clive, Iowa, as described in the proposed plans and specifications and form of contract for such project (the "Project"), which proposed plans, specifications and form of contract and estimate of cost are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of public hearing on the proposed plans, specifications, taking of bids and awarding of bid for the Project and to advertise for sealed bids for the Project;

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

1. The detailed plans and specifications, notice of hearing, notice to bidders, form of contract and estimate of cost referred to in the preamble hereof are hereby approved for the purpose of enabling the solicitation of bids.

2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as part of said specifications.

3. The City Council hereby delegates to the City Clerk the duty of receiving, opening and announcing the results of all bids for the construction or performance of such Project, on the 5th day of February 2026, at 2:00 p.m., at the Harbach Center, 8505 Harbach Boulevard, Clive, Iowa. The 12th day of February, 2026, at 6:00 p.m., at the Council Chambers, City Hall, is hereby fixed as the time and place of hearing on the proposed plans, specifications, taking of bids and awarding bid for the Project received by the City Clerk in connection therewith.

4. The City Clerk shall publish notice of public hearing, the same being in the form hereinabove approved and substantially as attached to this resolution, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall be not less than 4 days not more than 20 days before the date set for the public hearing.

5. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED THIS _____ day of _____, 2026.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Ryan Mayer, Construction Services Administrator
DATE: January 8, 2026
RE: Receive and File BCAB Minutes

SYNOPSIS:
Staff requests the attached 11/21/2025 Building Codes Appeal Board meeting minutes be received and filed.

Should you have any questions, please contact me at 515-223-6221 or at rmayer@cityofclive.com

Attachments:
1. BCAB Minutes 11_20_2025

CLIVE BUILDING CODE APPEALS BOARD MEETING MINUTES

Regular Session
November 20, 2025

This meeting was held in the City Hall Greenbelt Room. Public access was provided in-person at City Hall and via Zoom. Information on how to access via Zoom was provided on the city's website and on the agenda. The recording of the meeting is available on the city's website at:
https://www.cityofclive.com/connect/boards_and_commissions/building_code_appeals_board.php

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Call to Order/Roll Call

PEARCE CALLED THE MEETING TO ORDER AT 5:35 P.M.

PRESENT: TODD MCGOWAN, LINCOLN PEARCE, LA DONNA GRATIAS, D.J. ROETTGER
ABSENT: MARCIA MUNGER
STAFF: RYAN MAYER, KELLY RIVERA, JAMIE MILLER

Action Items

1. **Approve Meeting Minutes – September 18, 2025**
   Roettger motioned to approve the September 18, 2025 meeting minutes, seconded by Gratias.
   Roll Call: Ayes: Roettger, Gratias, McGowan, Pearce

2. **Application #25-0001: Caldwell Parrish, 2024 NW 92nd CT**
   Mark Parrish – Caldwell Parrish, Owner
   John Parrish - Caldwell Parrish, Owner
   Ernie Kasoff – Facultatieve Technologies, Representative
   Lindsay Struecker – CP Custom Homes, Contractor
   Adam Kaduce – R&R Real Estate Advisors, Realtor

   The applicant requested a variance to allow for the crematory equipment and use of the space without the installation of an automatic fire sprinkler system.

   The 7,070 sf building was constructed in 1983, however the construction type is unknown. Staff speculates the building has a steel metal structural frame with exterior walls being framed with wood studs and sheathing, batt insulation and drywall on the inside. Interior walls are likely 2x4 wood construction with drywall and paint finish.

   The existing building does not have an NFPA 13 Automatic Fire Sprinkler system or an NFPA 72 Fire Alarm System installed. New construction office buildings today with 6,000 or more square feet would require both an automatic fire sprinkler system and a fire alarm system. Since this is an existing building and there is not a change of main occupancy, the

building is typically allowed to remain without these systems installed throughout the building if the increased hazard areas are addressed in a code compliant manner.

Since the occupancy will not change, the entire building does not need to be retrofitted and protected by an NFPA 13 Automatic Fire Sprinkler System or an NFPA 72 Fire Alarm. The crematory itself does present a higher hazard use classification and must have fire protection.

A cremator is not specifically defined in the code so staff determined that incinerator code sections should apply.

Ernie Kasoff stated that building codes are very far behind with respect to crematories. Incinerators operate constantly but crematories only operate 20% of the time. Their products are compliant with the following:

All FT Machines comply with:

- UL 2790, Standard For Commercial Incinerators
- UL 795, Standard For Commercial-industrial Gas Heating Equipment
- UL 295, Standard For Commercial-industrial Gas Burners
- UL 508A, Standard For Industrial Control Panels
- NFPA 211, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances
- Canada Models also comply with CSA, TSSA, ESSA

He stated that most fires start within the stack but the equipment is so well insulated that a fire has never occurred in over 325 installations. Temperatures were measured outside a facility in Phoenix, AZ where the outside temperature was 115°, however, the stack registered only 130°. Additionally, sprinklers would do nothing to suppress a fire within the stack. Further, remote alarms/operation would allow staff to shut down if needed.

Mark Parrish stated that they own crematories with the same type of equipment in Urbandale and Perry, however, no additional fire suppression was required by either community. He went on to say that there has never been a fire at either facility.

Ryan Mayers stated he recognizes the excellent performance standards of the equipment; however, nothing has been provided to show that the equipment that would provide equal or greater protection to the separation/protection requirements listed in the 2021 IBC table 509.1.

McGowan motioned to grant the variance as requested, seconded by Gratias.
Roll Call: Ayes: Gratias, Roettger
Nays: McGowan, Pearce,
Motion failed

Being no further business before the Board, the meeting was adjourned at 7:16 pm.

Memo

TO: Mayor and Council members
FROM: Ryan Mayer, Construction Services Administrator
DATE: January 8, 2026
RE: Accept Decision & Order for Building Codes Appeal Board Case #25-0001: 2024 NW 92nd Ct. Caldwell Parrish

SYNOPSIS:

A special meeting was held on 12/15/2025 for Case #25-001: 2024 NW 92nd Ct. Caldwell Parrish to reconsider the variance request with a full board present at the meeting.

Following thorough discussion, a motion was made to define the proposed crematory equipment as a furnace and increase the fire-resistant construction of the room containing the crematory equipment to a 2-hour separation as an acceptable alternative option for protection in lieu of the installation of an automatic fire sprinkler system being required within the room housing the equipment. The variance request was approved with a 3-2 vote and a copy of the complete decision and order is attached.

If you have any questions, feel free to call me directly at 515-867-5081 or email me at rmayer@cityofclive.com.

Attachments:

1. Signed D&O_2024 NW 92nd CT

BUILDING CODE APPEALS BOARD
CITY OF CLIVE, IOWA
DECISION AND ORDER

This Decision and Order of the Building Code Appeals Board does not constitute approval of any construction. All necessary permits must be obtained before any construction is commenced upon the Property. A Certificate of Occupancy, if applicable, must be obtained before any structure is occupied or reoccupied after a change of use.

Any use allowed by this Decision and Order shall not be commenced or resumed until all the requirements imposed on such use by the Building Code and this Order have been satisfied.

The use allowed by this Order must be commenced within **90 days** or this Order will be void and of no further force and effect.

IN THE MATTER OF:
Caldwell Parrish
2024 NW 92nd CT
Automatic Fire Sprinkler System Requirements

PUBLIC HEARING:
December 15, 2025

SUBJECT OF APPEAL

Variance Requested: To allow crematory equipment to be installed within a room without the required automatic fire sprinkler system.

Affected Code Sections:
2021 IBC – Section 509 Incidental Uses
Table 509.1 Furnaces and Incinerators
2021 IFC – Sections 605.8, 903.3.8, 1006.2.2.1

SUBJECT AND BACKGROUND

The applicant wants to install a crematory within a room in the subject building. There is currently no fire suppression within the building and staff has ruled the proposed cremator shall be considered an incinerator per 2021 IBC table 509.1.

Representatives provided information showing that the equipment complies with the following:

All FT Machines comply with:

- UL 2790, Standard For Commercial Incinerators
- UL 795, Standard For Commercial-industrial Gas Heating Equipment
- UL 295, Standard For Commercial-industrial Gas Burners
- UL 508A, Standard For Industrial Control Panels
- NFPA 211, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances
- Canada Models also comply with CSA, TSSA, ESSA

Additionally, no fires have ever occurred within their equipment.

FINDING

Hardship

The hardship is a concern with placing a sprinkler system above an expensive cremator. Other cremators do not require fire sprinklers. Applicant has indicated the cremator is more like a furnace than an incinerator.

Application of Provisions of Code

The code provides protection measures for furnaces over 400,000 BTU and incinerators. Incinerators require both fire resistant construction materials around the room AND the requirement for an automatic fire sprinkler system within that same room.
Furnaces require fire resistant construction materials around the room OR the use of an automatic fire sprinkler system installed within the same room.
The cremator is listed as both a furnace and an incinerator.

Spirit of the Building Code

The spirit of the code was upheld with the ruling that the cremator would be considered a furnace and the applicant would have options for protections as identified in 2021 IBC table 509.1. In addition, the separation requirements shall be increased to 2 hours to allow for greater building protections.

DECISION AND ORDER

WHEREFORE, IT IS ORDERED that the variance to the applicable code sections was granted and sufficient evidence was provided to show that the equipment to be installed would provide equal or greater protection than the requirements listed in the 2021 IBC table 509.1 under furnace rooms where any piece of equipment is over 400,000 BTU per hour input.

VOTE

The foregoing Decision and Order was adopted by a vote of three board members for and two board members against granting the variance as requested.

Signed and entered into record on December 15, 2025.

Marcia Munger — Chair

Jamie Miller — Secretary

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Approve City Legal Rates for 2026 - Nyemaster

SYNOPSIS:
As we start 2026, it is time to review and set the rates of legal services from the Nyemaster team for the City of Clive for 2026. Included in the packet is the annual rate letter from City Attorney Kristina Stanger. The letter notes that Nyemaster will be increasing their 2026 rates as noted below.

Shareholders – Increase from $250 to $270 per hour. This rate was last increased in 2024.

Associates – Increase from $195 to $220 per hour. This rate was last increased in 2022.

Monthly Council Meeting retainer – Increase from $850 to $1,000 per month. This rate was last increased in 2022.

In looking at Nyemaster's proposed 2026 rates in comparison to the market, they are proposing competitive rates as two neighboring communities recently issued RFPs for legal services with rates coming in slightly higher in terms of shareholder rates for attorneys with less experience than Clive's current Nyemaster team. In addition, the monthly retainer approach for City Council meetings remains a cost-effective approach from Clive even with the proposed increase, versus moving to an hourly rate format that is typical in other cities that contract for legal services.

Beyond the recommended rates, City Attorney Kristina Stanger recommends a few changes to the legal team roster. Lisa Wieland will be the primary Assistant City Attorney, serving as the backup City Attorney when Kristina is not available due to her travel schedule. Adam Humes has also been added to the Assistant City Attorney roster and Alexandra Cutler to the Prosecution team.

The City Manager would recommend your approval of these rates for 2026.

Attachments:
1. 20251218 Legal Services Proposal 2026(15745088.2)

NYEMASTER
NYEMASTER | GOODE PC

KRISTINA M. STANGER

Direct Number: (515) 283-8009 | Facsimile: (515) 283-3108 | E-Mail: kmstanger@nyemaster.com
700 Walnut, Suite 1600 | Des Moines, IA 50309-3899 | (515) 283-3100
Attorneys at Law | Offices in Des Moines, Ames and Cedar Rapids
www.nyemaster.com

December 18, 2025

City Council, City of Clive
c/o Matt McQuillen, City Manager
1900 NW 114th Street
Clive, IA 50325-7077

Re: Nyemaster Goode's Legal Services Proposal for 2026

Dear Mr. McQuillen:

This letter provides the Nyemaster Goode, P.C. Law Firm's proposal to provide City Attorney legal services for the calendar year 2026. Our representation of the City on each specific litigation or transactional matter will be subject to a conflict of interest and ethical intake process under the Iowa Rules of Professional Conduct ("Rules").

Scope of Representation. As your City Legal Team we operate with the understanding that we are providing general municipal advice to the City through the City Council as the acting body. The Firm's scope of representation includes: day-to-day consultation of general City matters, real estate, prosecution pursuant to the 28E agreements, employment and labor issues, Open Records and Open Meetings issues, and City Council meeting and committee or board matters. For the sake of clarification, the Firm's representation scope does not include representing or advising the City on legislative or bond matters unless specifically engaged by separate letter in the future.

To also assure mutuality of trust and avoid conflicts of interest, we maintain a database of former and current clients. The Rules define whether a past or present relationship with any other party prevents us from representing you as the Client in this matter. We will follow those Rules and we both agree that before our engagement on a specific matter begins, we will conduct a conflict check to identify interests that may pose adversity to you or the current or former client.

When matters arise that require legal opinion or services, we pledge to ask and we request that you affirmatively advise us of specific adverse parties, whether in the setting of a real estate transaction, a contract review, prosecution, or similarly litigated or contested matter. At this time, we believe we have disclosed and obtained all necessary waivers or consents to be able to support you generally in this proposed role for 2026.

Staffing and Rate Proposal. As the City Attorney, I intend to economically and staff legal issues with the Firm attorneys best suited for the matter on expertise and experience. You can generally expect to interact with the following attorneys in these capacities:

City Attorney	Kristina Stanger
Assistant City Attorneys and Prosecutors	Lisa Wieland, Mary Funk, Kathleen Law, Leslie Behaunek, Adam Humes, Alexandra Cutler and Dana Hempy

As our team's experience has increased over time, so has the complexity of the matters. Accordingly, the Firm is proposing to slightly increase our hourly rates in 2026, consistent with the local market and the excellence we believe we bring to the City. With Firm shareholders' hourly rates from $300 - $800 per hour, we suggest the City is still receiving an incredible value at these discounted municipal rates. For 2026, we are proposing the following rates: Shareholders and Of Counsel attorneys at $270 per hour, and associates at $220 per hour. The Firm is also proposing to increase the monthly flat rate for Council Meeting attendance to $1,000 per month. The monthly flat rate (previously referred to as the "retainer") has not been increased since 2022. To the extent the City needs particular legal expertise within the firm, such as immigration law, intellectual property law, or bond work, the Firm reserves the need to charge those specialty attorneys' standard business rates. However, we will seek your written approval for those services and rates before those specialists engage in work on your behalf.

Incidental costs such as research, copying and long-distance telephone expenses will continue to be billed at the cost to the Firm and not the City. Filing and recording fees, court costs and other external expenses may be passed along to the City.

Service at the Will of City Council. As has always been the case, our Firm serves at the pleasure of the City of Clive. We consider the City of Clive, acting through its elected City Council, the "Client." As such, all communications with the Client, its agents, employees, attorneys' and representatives will be seen as protected attorney-client privileged communications.

Delegation of Authority. By adopting this proposal, consistent with the City's desire to balance the efficient management of the City with legal expenses, the City's point of contact with the authority to authorize legal work and advice is the City Manager, Matt McQuillen, and the City Police Chief, Mark Rehberg, or until alternative authorization is provided by the City Council.

Advance Waiver of Conflicts. The City understands and agrees that this is not an exclusive agreement and the City is free to retain any other counsel of its choosing. We recognize that we shall be disqualified from representing any other client with interests materially and directly adverse to yours (i) in any matter which is substantially related to our representation of the City, and (ii) with respect to any matter where there is a reasonable probability that confidential information City furnished to us could be used to its disadvantage. The City understands and agrees that, with those exceptions, we are free to represent other clients, including clients whose interests may conflict with the City in litigation and other disputes, business transactions, or other legal matters. The City agrees that our representing it in this matter will not prevent or disqualify

us from representing clients adverse to the City in other matters and that City consents in advance to our undertaking such adverse representations.

E-Mail Consent. We will transmit to you and receive information from time to time by e-mail, secure or non-secure Internet, or other electronic communication. While we strive to maintain a secure email system, you acknowledge you have been advised that there is a risk of interception of such information and there is a risk that someone may argue that the confidences transmitted are not protected by the attorney-client privilege as they are intended to be. We can make no guarantee that an interception by a third party will not occur or that the attorney-client privilege will be upheld. With full understanding of these risks, the Client consents to the transmission of information by e-mail, secure or non-secure Internet, or other electronic communication, and accept the risk of diminished confidentiality. This consent will apply to all information or material unless you advise us in writing not to transmit specified information or material by e-mail, secure or non-secure Internet, or other electronic communication.

Retention and Disposition of Documents. The firm may maintain in its system in an electronic format any and all hard copy documents received from you or others relating to this matter. You agree that the firm may dispose of the hard copy version of any such documents once maintained, unless original documents. After termination of representation, any of your original papers and property will be returned to you upon receipt of payment for outstanding fees and costs. Our own files pertaining to the matter will be retained. These firm files include, for example, firm administrative records, time and expense reports, personnel and staffing materials, and credit and accounting records, and internal lawyers' work-product, such as drafts, notes, internal memoranda, and legal and factual research, including investigative reports, prepared by or for the internal use of lawyers.

For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to destroy or otherwise dispose of any such documents or other materials retained by us within a reasonable time after the termination of the engagement without further notice to you.

On behalf of the members of the Firm, I thank the City for the opportunity to have been of service and express the hope that we continue to service your legal needs in the future. It is always a true pleasure to work for the City of Clive!

Very truly yours,

Kristina M. Stanger

Kristina M. Stanger

Memo

TO: Mayor and Council members
FROM: Mela Nisic, Human Resources Specialist
DATE: January 8, 2026
RE: Approve Pay Rate - Lincoln Sauser - PW Operations Specialist - $27.78/Hr - Effective 01/12/2026

SYNOPSIS:
The interview panel is recommending Lincoln Sauser to the Public Works Operations Specialist position based on his recent experience in contracting work and strong customer service. Lincoln demonstrates a strong work ethic and motivation, as shown through his commitment to three jobs, including launching his own snow-removal business. After deliberation, the panel determined that Lincoln would be an excellent addition to the team, and that his passion and drive will serve him well within the PW Department.

Attachments:
1. Sauser Offer
2. Sauser Resume
3. PW Job Description

MEMO

To: **Lincoln Sauser**

From: **Matt McQuillen, City Manager**

Date: **December 8, 2025**

Re: **Employment Offer**

I am pleased to offer you the opportunity to become a Public Works Operations Specialist for the City of Clive, Public Works Department. This offer is contingent upon successfully completing a drug screen, physical, and an extensive background check. I anticipate, depending upon your acceptance, to have the recommendation before the City Council on **January 8, 2026.** As for all non-union staff, the Clive Employee Handbook is the controlling document for employees. In summary, the following is proposed:

Proposed Start Date:	**January 12, 2026**
Beginning Salary:	**$27.78/hour**
Employment Status:	**Non-Exempt**
Direct Supervisor:	**Jerry Freestone, Public Works Administrator**

As you review the offer and our Employee Handbook, please feel free to contact me with questions you may have regarding your employment. If the above is acceptable, please sign in the space provided below and return at your earliest convenience.

I look forward to you becoming part of the **Public Works Team** and hope your employment experience will be enjoyable and rewarding.

Lincoln Sauser Date Matt McQuillen, City Manager 12/9/25 Date

The offer is contingent upon the Clive City Council approval of the recommended wage rate.

City of Clive (IA)
Operations Specialist - Public Works

Class Spec Code	OPSPPW	**Established Date**	07/06/2023
Last Revised Date	11/10/2025	**Salary Range**	$27.78 Hourly
Bargaining Unit	N/A	**EEO**	EEO5-Technicians
Occupational Group	N/A	**FLSA**	Non-Exempt
Benefit Code	Clive	**Physical Class**	BC/DS

JOB SUMMARY

Pending Council Approval on December 11, 2025:
Performs manual labor and semi-skilled to skilled work often involving the operation of light-to-heavy-duty construction and maintenance equipment. Work involves maintaining, repairing, and constructing City infrastructure, including streets, stormwater systems, traffic control devices, and public grounds.

Each employee is expected to respect others, be customer-driven, present a positive attitude, function as part of a team, act with honesty and integrity, be innovative and creative, communicate effectively, deal courteously with customers and co-workers, and maintain effective working relationships with others.

JOB FUNCTIONS

Examples of Essential Job Functions:

- Drives and operates trucks, tractors, and other motorized equipment with various attachments.
- Performs installation, maintenance, and repair work on various sizes of pipes, conduits, valves, hydrants, and other water distribution components.
- Maintains and repairs streets and right-of-ways, including patching, paving, curb and sidewalk replacement, joint and crack sealing, and debris removal.
- Performs snow removal and ice control using a variety of equipment and chemical applications.
- Participates in tree and brush pruning, mowing, landscaping, and right-of-way maintenance.

- Constructs, repairs, and cleans intakes, grates, storm sewers, and other drainage facilities; performs jetting/vacuum cleaning and CCTV inspection of wastewater and stormwater collection systems.
- Installs and maintains traffic signal systems, fiber optic systems, and traffic control devices; paints pavement markings; maintains work zone safety setups.
- Maintains, fabricates, repairs, and replaces street signs, posts, and traffic control devices, maintaining related inventories.
- Performs mechanical and non-mechanical repairs on equipment, including welding, sandblasting, and painting.
- Cleans tools and equipment after use and stores them properly.
- Reads and interprets blueprints, technical manuals, construction drawings, and Safety Data Sheets.
- Collects and disposes of refuse along rights-of-way, parks, or City-owned buildings.
- Maintains records related to equipment, materials usage, and other job activities.
- Assists the public by responding to inquiries and complaints and taking appropriate action.
- Provides assistance and support in City emergencies.
- Attends required safety and technical training.
- Regular attendance is essential to this position.

EMPLOYMENT STANDARDS AND QUALIFICATIONS

Required Knowledge, Skills, and Abilities:

- Knowledge of construction, maintenance, and repair methods, materials, and tools.
- Skill in operating construction and maintenance equipment.
- Knowledge of safety precautions for working around mechanized equipment and in public rights-of-way.
- Ability to calculate or estimate materials needed for projects.
- Ability to read and interpret blueprints, maps, and technical documents.
- Ability to communicate effectively and courteously with others.
- Ability to lead small crews, perform strenuous physical labor under varying weather conditions, and maintain positive working relationships.
- Ability to perform all duties safely and in accordance with established policies and training.

EDUCATION, TRAINING AND EXPERIENCE

Required Education:
High school diploma or equivalent (GED/HiSET).

Preferred Experience:
One year operating light or medium construction equipment.

Preferred Certifications:
Iowa Commercial Pesticide Applicator's License.

Licensing and Other Requirements:

- Must possess or obtain a valid Class A Commercial Driver License (CDL) with air brakes and any required endorsements within six months of appointment.
- Must maintain a good driving record for the past three years.
- Must establish residency within a 30-mile radius of City Hall (1900 NW 114th Street, Clive) within three months of employment.
- Must be generally available for off-hour emergencies, snow duty, and work assignments.

PHYSICAL AND ENVIROMENTAL CHARACTERISTICS

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

Physical Characteristics of the Job:
Heavy work, exerting 50 to 100 pounds occasionally, 25 to 50 pounds frequently, and 10 to 20 pounds constantly.

Must be able to lift and move items up to 150 pounds with assistance; remove/replace manhole covers weighing up to 80 pounds; climb into and out of 24-inch openings and equipment cabs; and use tools weighing 30 pounds or more.

Vision Requirements:
Frequent near and far visual acuity, depth perception, color vision, and field of vision required to safely perform job duties and operate equipment; corrective lenses permitted.

Environmental Characteristics:
Work is primarily outdoors with seasonal exposure to cold, heat, wind, rain, and snow. Work may involve confined spaces, poor lighting, noise, vibration, wetness/humidity, fumes, dust, uneven ground, and mechanical or traffic hazards. Some assignments may involve unpleasant social situations, high work pace, and irregular hours.

Equipment Essential to the Job:

- Vehicles and heavy equipment including dump trucks, loaders, backhoes, graders, skid loaders, tractors, and aerial lifts.
- Specialized equipment such as snow and ice control equipment, combination jet/vacuum trucks, street sweepers, CCTV sewer inspection units, pavement marking and joint sealing trailers, excavators, pothole patching trailers, tractors with batwing mowers, and GPS units.
- Power and hand tools including grinders, drills, saws, compressors, pumps, and wrenches.
- Measurement and diagnostic tools such as tape measures, levels, and pressure gauges.
- Safety equipment and clothing including gloves, goggles, gas monitors, rain gear, and ear protection.
- Personal computers, telephones, and other office or field communication equipment.

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

Memo

TO: Mayor and Council members
FROM: Elizabeth Hansen, Director of Administrative Services
DATE: January 8, 2026
RE: Public Hearing - FY2026-2030 Capital Improvement Plan

SYNOPSIS:
Attached is the completed Capital Improvement Plan for 2026-2030. Following the public hearing, staff recommends approval of the Resolution, approving the 2026-2030 CIP.

Attachments:
None

Memo

TO: Mayor and Council members
FROM: Elizabeth Hansen, Director of Administrative Services
DATE: January 8, 2026
RE: Resolution Approving 2026-2030 Capital Improvement Plan

SYNOPSIS:
Staff recommends approval of the attached Resolution Approving the 2026-2030 Capital Improvement Plan.

Attachments:
1. Council Resolution - Approve 2026-2030 CIP
2. Complete_Document_01052026

Resolution No. 2026-_____

RESOLUTION APPROVING THE 2026-2030 CAPITAL IMPROVEMENTS PLAN

WHEREAS, this year the City reviewed and updated its five-year program for capital improvements; and

WHEREAS, investing in capital improvements is essential for the City to maintain its current infrastructure and provide expanded infrastructure to enhance municipal services and provide increased citizen mobility; and

WHEREAS, the planning for capital improvements is important for creating an environment that encourages job creation and business development; and

WHEREAS, over the past month the City Council has reviewed and developed a schedule of capital projects for the next five-years.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clive, Iowa, that the City Capital Improvements Plan document for the years 2026 thru 2030 be approved.

PASSED AND APPROVED this 8th day of January 2026.

_____
John Edwards, Mayor

ATTEST:

_____
Matthew Graham, City Clerk

Clive

Distinct by Nature

Council Approved - 1/8/2026

Resolution #2026-

2026-2030 Capital Improvement Program



2026–2030 Capital Improvement Program

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TRANSMITTAL LETTER

To: Mayor Edwards and Clive City Council Members

From: City Manager Matt McQuillen

Date: November 17, 2025

Re: 2026 – 2030 Capital Improvements Program

Mayor Edwards and Clive City Council Members,

On November 20th, the City Council and staff will hold a workshop to discuss the proposed 2026-2030 Capital Improvement Program (CIP) included herein. The discussion is an opportunity for the City Council to provide staff your insights and thoughts regarding the extensive infrastructure program proposed in this CIP, with a particular focus on proposals specifically targeting improvements directly related to the City's Strategic Planning Vision 2030:

- Clive is a Beautiful and Safe City with Great Residential Neighborhoods through Buildout
- Clive provides Exceptional Family Living and Opportunities for Personal Wellness
- Clive has the Distinctive Clive Greenbelt, and a Revitalized 86th Corridor/Neighborhoods

During the November 20th workshop, Administrative Services Director Elizabeth Hansen and staff will provide an overview of the proposed public investments to seek the City Council's direction on any modifications you would like to see in the final plan. Following the discussions during the workshop, On December 11th the City Council will be asked to set a public hearing for the proposed 2026-2030 Capital Improvements Program for your meeting on January 8th with action to approve the CIP to follow.

Several critical success factors influence how well the City of Clive can innovate to meet the challenges ahead; one of the most important is a smart, forward-looking, and integrated public investment program. You will find the focus of the proposed improvements is aligned around one or more of the Strategic Planning Goals:

- Financially Sound City Providing Services Valued by the Community
- Resilient City Facilities and Infrastructure
- Revitalized 86th Street Neighborhoods
- Great Place to Live: Premier Location for Families
- Distinctive Clive Greenbelt

Clive continues to be proactive in our response to changing demographics as the Des Moines Metropolitan Area thrives into one of the strongest mid-sized metros in the country. For more than a decade now, we annually have continued a process to prepare the capital improvements program supporting the City Council's vision for the community. Key to this strategy is the Council's recognition of the investment in infrastructure as a source of sustained competitive advantage for Clive.

Continuing to meet the growing needs of our community is made more difficult by the many financial constraints facing many cities, including Clive, for both the short-term and the long-term as we reach a built-out condition. Previous efforts to develop a long-term strategy and to prioritize short-term goals have helped achieve sustained prosperity. Clive has been deliberate, and tactical, and paid special attention to its fiscal responsibilities. Still, we have arrived at a time when we face significant challenges and threats to our ongoing efforts of competitiveness and economic growth.

Unquestionably, continued investment in effective and efficient infrastructure is a key factor supporting our core mission. This proposed public investment strategy takes a holistic view of the community, determining where and when to invest, articulates key objectives, and helps define schedules. This framework for strategic infrastructure investment respects two key realities: the City must perform on an array of prioritized goals, and the City has limited resources. The question is how to leverage these realities successfully as we balance the City's current needs with its expectations for a more resilient future.

Although a shift in thinking about our new realities is prudent, it is also critical to maintain an annual capital improvement process to develop a five-year capital improvement plan (CIP). The five-year capital improvement plan is developed from this year's capital improvement process for the City's fiscal years 2026/2027 through 2030/2031. The CIP process is intended to provide a format for departments to submit projects to the City Manager and City Council while providing an objective means for reviewing and ranking capital projects. The first year of the capital improvement program will be included within the budget submitted for Council approval in April 2026. The first two years of the program also determine the amount of infrastructure bonds and other debt instruments to be issued over the upcoming year(s).

Work on the 2026-2030 CIP has progressed on schedule to a point where information about projects and the corresponding financial plan is now ready for presentation to the City Council and approval. Notable observations about the 2026-2030 CIP include:

1. The 2026–2030 CIP has been developed to support and advance the objectives outlined in the City's Strategic Plan. Following the City Council's strategic planning retreats in August and September 2025, several modifications have been made to reflect the priorities identified during those discussions:
    a. Continued focus on reinvestment in pavement rehabilitation and expansion. The proposed CIP identifies street rehabilitation/reconstruction-related projects at approximately $11.7 million per year on average, with approximately $2.0 million per year earmarked for pavement rehabilitation projects including patching and asphalt overlay.
    b. Continued emphasis on investments in both existing and the development of new City parks and trail facilities. The proposed CIP identifies support for the redevelopment of

existing parks such as Rio Valley Park, while also making investments in parks in newly developed areas such as the Little Walnut Creek trail, Shuler Park and Alice's Road Park. In addition, substantial projects are identified to implement the Greenbelt Master Plan with priority investments at Porter Shelter and Campbell Park, following the major construction at Greenbelt Landing. 82nd Street Trail Connection Project is included in this five-year plan to connect the 86th Street neighborhood to the Greenbelt Trail. An add to the program this year is the Indian Hill Jr High Park Development and the Karp Park Glow Trail.

c. Substantial investment in the developing portions of Clive, with nearly 24% of the proposed CIP being committed to road upgrades along the Alice's Road corridor.
d. Increased focus on flood mitigation and water resource efforts following the completion of the Water Resources Master Plan. This CIP outlines the continued focus of a multi-year effort to address flood mitigation and property buyouts in the University Boulevard area and major stream stabilization along Little Walnut Creek.
e. A couple of studies have been added to the five-year CIP this year. Namely, a Comprehensive Plan update and a new project that became a priority from strategic planning this year is to conduct a Housing Preservation Study and Program to assess the current housing stock, identify at-risk units, and develop strategies to maintain affordable and diverse housing options in the community. This will help inform policy decisions, funding priorities, and partnerships aimed at protecting existing housing resources.

2. **Being strong fiscal stewards by maintaining the City's debt service levy of $1.58, which is within the approved financial policy for $2.00 for non-referendum projects**. This is a change from years past as the $1.48 levy sustained the City's capital investments for over a decade. Last year demands warranted an adjustment to the levy with the shift of levy authority from the City's General Fund levy to maintain the City's overall $9.92 consolidated property tax levy. In addition, with the approved Local Option Sales Tax (LOST) collections in both Polk and Dallas Counties, the City can deliver on several capital investments outlined in the public education campaigns for those LOST referendums.
3. The City continues to pursue partnerships with neighboring communities for mutually beneficial joint construction projects, such as the reconstruction of Alice's Road with Waukee. In addition, the success of the Greenbelt Triad projects and flood mitigation efforts depends on continued collaboration and advocacy with federal partners and surrounding jurisdictions to achieve improved flood mitigation, and enhanced water quality and quantity outcomes throughout the Walnut Creek Watershed. The plan also incorporates the recent fleet-sharing agreement with the Urbandale Fire Department and the joint study with Urbandale, Waukee and Windsor Heights to evaluate opportunities for enhanced fire service collaboration.
4. Needs in terms of continued infrastructure investment to encourage development and growth in the Shadow Creek Neighborhood and Alice's Road Corridor.
5. An emphasis on maintaining the City's infrastructure using regular infrastructure replacement/rehabilitation programs for city streets and traffic systems, the Greenbelt Trail, stormwater management, and underground utilities.

Combined with the City Council's strategic planning efforts and prioritization, the annual CIP planning process provides an overall capital program. The process includes the establishment of a capital financing

strategy, which involves major decisions and long-term commitments responsive to the purposes of limiting the cost of providing capital infrastructure and equipment while meeting the community's needs; ensuring financial strength and flexibility in the future; strengthening Clive's standing with the bond rating agencies, bond buyers, regulators, and the local community; and culminates in January 2026 with the City Council's consideration and adoption of the 2026-2030 CIP document. Policy guidance on the development of the 2026-2030 CIP is provided in the Clive Financial Policies for the Capital Improvements Program, approved by Council on May 26, 2016.

Pending further discussion of the 2026-2030 CIP, City Council approval of the new CIP is requested during the meeting on January 8, 2026. With this action, FY 26/27 capital expenditures and debt issues will be finalized and ready to be included in the City's final budget to be approved in April 2026.

I am pleased to forward, for your review, the attached CIP information including appendices, plan maps, and summaries of projects by year and funding source. I look forward to your direction regarding projects, timing, financing, and determining the scope of the 2026-2030 capital program.

Respectfully Submitted,



Matt McQuillen
City Manager

Capital Improvements Program (CIP)

The Capital Improvements Program (CIP) serves as an effective guide for the efficient and effective provision of public facilities, outlining the timing and financing schedules of capital and infrastructure projects for a five-year planning period, and for the next fiscal year's capital budget.

The CIP identifies capital needs, establishes priorities, and identifies potential funding sources. Key sources of identifying capital requirements include the Clive Comprehensive Plan as well as professional studies of facilities, transportation, utilities, and stormwater needs.

The CIP neither appropriates funds nor authorizes projects. The City Council must act to initiate each project. Proceedings to initiate capital improvements are presented when sources of funding are available.

The capital budget is a significant part of the FY 26/27 Budget. It represents costs associated with capital projects in the first year of the 2026-2030 Capital Improvements Program.

Capital projects may include land acquisitions, the construction of new buildings, additions to or renovations of existing buildings, construction or reconstruction of street and utility infrastructure, and major equipment purchases. Because of the size and magnitude of these projects, bond funds are a major source of financing for projects including utility projects.

Staff performs a systematic evaluation of capital project requirements, identifies any project changes, incorporates recommended changes, and submits the revised program to the City Council for consideration, modification, and adoption as a part of the annual budget process.

During the preparation and review of the recommended Capital Improvements Program, city management staff employed experience-based judgment to identify which projects can be accomplished within a given year, within the limit of the City's control. As would be expected, project expenditure and revenue estimates for the earlier years are more precise than in the later years of the plan.

Numerous sources are drawn upon to develop the expenditures included within this document including plans and/or studies completed or currently in process. A list of past and current plans and studies is provided following this memo in Appendix #1.

Capital Improvement Program projects scheduled for completion during each year for the next five-year period are summarized in Appendices 2 and 3. Maps showing the overall plan, pavement rehabilitation-specific plans, and watermain rehabilitation plans are also included in Appendices 5, 6, 7, and 8.

Process

The annual capital improvement process was created for the purpose of developing a five-year capital improvement program. The five-year capital improvement process is for projects occurring in the fiscal years beginning with FY26/27 through FY 30/31. This generally corresponds to the construction of improvements in the calendar years 2026 through 2030. The CIP process is intended to provide a format for departments to submit projects to the City Manager and the City Council while providing an objective

means for reviewing and ranking capital projects. The first year of the capital improvement program will be included as part of the budget submitted for Council approval next April. The first two years of the program also determine the amount of bond issues and other debt instruments that will be issued over the upcoming year(s).

The capital improvement process includes a submittal form that gathers information about capital projects including information on the department, the project type and purpose, funding sources, underlying City studies, and reasons for the project's timing. These factors will be combined with other factors such as relevance to City Council goals, method of financing, and whether it is new or replacement work. Evaluation criteria will be applied to the relevant factors to provide each project with a score that will be used to rank and prioritize each project.

Since the financing for the first year of projects will be issued through a bond in early 2026 and the expenditures for these projects will also become part of the adopted budget, the emphasis in the capital improvement process will be on the first year of the capital program. The projects for the remaining four years of the program will become part of the City's long-term financial plan and five-year capital improvement plan and will not generally have debt issued for them until future years. These projects are still an important part of the capital improvements program as they help shape the debt issues and debt service levy into the future.

Synopsis

The Capital Improvements Program for 2026-2030 totals $121,680,155 and represents an approximately 1.5% decrease from the previous five-year CIP. Of this total 50% is for transportation-related projects (whether street rehabilitation/reconstruction, traffic safety, or new street projects), 12% is for Greenbelt/parks facilities, 17% for flood mitigation, 19% is for municipal utility projects, and 2% for capital equipment (replacement of a Fire Engine).

Capital Budget requirements for FY 26/27 total approximately $39.6 million. Capital spending authorizations by year are contained in Appendix 2 and for the upcoming year include:

- Transportation Improvements $15,967,822
- Utility Maintenance $ 2,826,183
- Greenbelt/Park Facilities $ 1,125,000
- Flood Mitigation $18,550,000
- Miscellaneous $ 1,123,750

This program represents a concerted effort to ensure that needed capital projects and infrastructure are in place promptly to accommodate continued growth and development in the community. The staff has worked to mitigate the impact debt service requirements would have on the annual property tax levy through careful review of the need for the projects, the timing of these projects, and by making several policy recommendations for funding, described in other sections of this document.

Program Overview

The capital improvement program provides an organized timeline and objective grading criteria to schedule capital projects and plan long-term debt. The annual program calendar starts in September following the Strategic Planning process and culminates in Jauary so next year's capital expenditures and debt issues are finalized and ready to be included in the City's budget for the next fiscal year.

As a part of the process, capital projects are individually submitted on forms by each department. The projects are then evaluated based on the information provided on the forms. The following criteria are used for evaluating capital projects:

- Source of funding, including the availability of additional revenue.
- Total project cost (design and development) and schedule for completion.
- Operating and maintenance costs for at least five years following completion.
- Useful life of the asset.
- Benefits to the City include, but are not limited to, the effect on future operating and maintenance costs, economy, services, public health and safety, environment, a segment of the population to be affected, and special considerations.
- Alternatives considered.
- Consequences of not funding or deferral.
- Evaluation of citizen input.
- Impact on strategic goals for the City.

These urgency-of-need criteria are used as general guidelines pointing to, rather than determining priorities among capital project requests. In evaluating the urgency of need, affordability is given strong consideration.

Once the projects are evaluated using the above criteria, they will then be ordered based on their fund source and project year. Project summaries and orders will then be reviewed by the City Manager and organized for presentation to the City Council.

Program Calendar

November 20, 2025

City Council CIP Workshop. The City Manager and City Council review the capital budget process overview, capital planning, and project ranking/priority list for the Fiscal Year 26/27 and review the financial plan and debt service requirements for the proposed 2026-2030 CIP. Feedback from citizens is considered and discussion is held on Council preferences.

December 11, 2025

During the regular meeting, the City Council sets a public hearing for consideration of the proposed 2026-2030 CIP for the January 8th meeting.

January 8, 2026

Following a public hearing, the City Council approves the 2026-2030 Capital Improvements Program and distribution of the final digital CIP book.

April 9, 2026
Following a public hearing, the City Council considers the Fiscal Year 26/27 Budget for adoption, including Debt Service Fund appropriation and 2026-2027 capital project expenditures.

City Council CIP Policies

The following is the Capital Improvements Program Section of the Clive Financial Policies approved by the City Council on May 26, 2016.

CAPITAL IMPROVEMENTS PROGRAM

Policies for the capital improvements program are intended to encourage planning for future growth and infrastructure repair within the framework of the City's financial policies.

General Policies

A. The City should prepare and annually update at, a minimum, a five-year capital improvement program (CIP). This program should identify future capital project expenditures made necessary by anticipated changes in population, infrastructure replacement and extension, economic base, and/or land use. The improvement of land or buildings that are greater than $5,000, is not an ordinary repair or maintenance expenditure and has a useful life of three years or more. A capital improvement is budgeted in the Capital Improvement Fund if it is greater than $50,000 and has a useful life of ten years or more especially if funded through general obligation bonds.
B. The operating and maintenance cost of a proposed capital improvement shall be calculated to determine the "true cost" of each improvement and assist in the programming of future overall revenue requirements of the City.
C. The capital improvements plan will include the costs, timing, and sources of funding and the estimated impact of future revenue requirements for each project. These calculations shall reflect adjustments for inflation.
D. The capital improvements plan should maintain the City's assets at a level adequate to protect the City's capital investments, minimize future maintenance and replacement costs, and provide for an adequate level of service.
E. The annual expenditures identified in the CIP should be fully funded from financial resources that are anticipated to be current and available.
F. Grants and similar forms of intergovernmental assistance should be used to finance only those projects identified in the CIP or other planning documents as the community needs.
G. A fiscal impact analysis should be performed on all projects for which the City's financial participation is requested by the private sector. This analysis should identify anticipated direct and indirect public costs and revenues associated with the proposed project.
H. Evaluate all requests for capital improvement projects using the following criteria:
    1. Source of funding, including the availability of additional revenue.

2. Total project cost (design and development) and schedule for completion.
3. Operating and maintenance costs for at least a five-year period following completion.
4. Useful life of the asset.
5. Benefits to the City including, but are not limited to, the effect on future operating and maintenance costs, economy, services, public health and safety, environment, a segment of the population to be affected, and special considerations.
6. Alternatives considered.
7. Consequences of not funding or deferral.
8. Evaluation of citizen input.
9. Impact on strategic goals for the City.

I. Design facilities using current technology to be efficient and cost-effective, protect the public welfare, and minimize adverse effects on the environment. Revise cost estimates after completion of design.
J. Priority will be given to the replacement or repair of existing assets, before consideration of new or expanding infrastructure.
K. Plan facility needs a built-out population of 25,000. If additional city space becomes available, consolidate offices into the fewest number of buildings as much as possible.
L. Where possible identify and encourage opportunities where leveraging resources with neighboring or overlapping governmental jurisdictions is beneficial for joint infrastructure projects or studies/analysis.

DEBT MANAGEMENT POLICIES

The issuance of debt is a necessity for the financing of many major capital improvements. Determining the method and timing for financing is subject to numerous considerations. The City's debt policies are intended to encourage conservative debt management while maintaining the flexibility to use the various financing mechanisms that are available to the City.

The City's overall tax levy must be reflective of the impact of debt issuance. Alternative revenue sources will be used when practicable to maintain an overall tax rate consistent with the general philosophy of municipal service determined by the City Council.

The cost of financing through the issuance of debt is also affected by the strength of the City's financial position. Bond ratings and investors' bids are influenced by the City's debt management policies, as well as the overall financial policies of the City. It is the City's goal to maintain debt management policies that keep outstanding debt within manageable levels, and which maintain the City's flexibility to issue debt in the case of unusual circumstances beyond the City's control.

General Policies

A. Long-term borrowing shall be limited to capital improvement projects that cannot be financed from current revenues and to capital equipment with a useful life of 10 years or greater and a purchase cost of $400,000 or greater. The long-term debt shall not be used for current operations.
B. Any capital improvement projects or capital equipment financed through bonds should be financed for a period not to exceed the expected useful life of the project, facility, or equipment.
C. All essential cooperate purchase projects shall be targeted for no more than ten-year bonds and general corporate purposes shall be targeted for no more than twenty-year bonds unless special circumstances warrant adjustments to these schedules.
D. Total debt outstanding, including overlapping debt, will be considered when planning additional debt issuance.
E. The City's share of paving projects, including the cost of over-width or over-depth paving of major streets, should be financed with road use tax funds or other revenue sources when funds are appropriate and available.
F. The City's share of utility projects, including the cost of over-sizing of water, sewer, and stormwater mains, should be financed with utility funds and other revenue sources when funds are appropriate and available.
G. The use of general obligation bonds for projects does not dismiss the potential of pro rata payment for debt service by specifically benefited funds such as tax increment financing, road use tax, water, sewer, or stormwater.
H. Financing requirements will be reviewed annually. The timing for financing will be based on the City's need for funds, market conditions, and debt management policies.
I. The City will maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.
J. Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered if and when there is a net economic benefit of the refunding or the refunding is essential to release restrictive bond covenants, which affect the operations and management of the City.
K. The City will annually review opportunities to convert projects historically utilizing pay-as-you-use financing (debt) to pay-as-you-go financing (cash) to reduce long-term debt.

Debt Limitations

A. Debt will be structured to achieve the lowest possible net cost to the City given market conditions, the urgency of the capital project, the type of debt being issued, and the nature and type of repayment source. Moreover, to the extent possible, the City will design the repayment of its overall debt to rapidly recapture its debt capacity for future use.

B. Bond issues should be scheduled so that the City's total debt service schedule has relatively level principal and interest payments over the life of the debt. "Backloading" of costs will only be considered when such structuring is beneficial to the City's overall amortization schedule.
C. Total unabated general obligation debt service in any year should not exceed 50% of general fund revenues.
D. Total unabated general obligation debt service will follow the establishment of an annual target that takes into consideration taxable valuation growth, the capital improvement program, and the City's ability to maintain a stable or declining debt service levy rate.
E. Total general obligation indebtedness should not exceed 75% of the limit prescribed by State statute, which is currently 5% of actual assessed property values within the City.
F. Cash balances and reserves in excess of $100,000 may be used to meet debt service obligations.
G. Mindful of the need to adequately program and fund necessary capital improvements, the City will attempt to maintain general obligation bond principal per capita debt levels at rates reflective of infrastructure needs, population growth, and bond rating standards.
H. The City's property tax levy funding debt service payments for general obligation bonds (Debt Service Levy) shall not exceed a rate of $2.00/$1,000 of taxable valuation, excluding voter-approved referendum bond projects.

Financial Plan - Capital Improvements Program (CIP)

Annually the City undertakes a wide variety of infrastructure projects ranging from water/sewer pipe installation to paving of city streets. The same goes for the funding of those projects, with an assortment of funding sources from levying property taxes to federal appropriations. A constant challenge for city staff is trying to find resources beyond property taxes to help with maintaining and enhancing the City's infrastructure while lessening the burden on Clive taxpayers.

The financial plan for the proposed 2026-2030 looks to leverage more than $120 million in resources. When discussing a financial plan for a CIP, the issuing of debt to cover project obligations is always a critical factor. The financial plan uses the City's traditional method of using 10, 15 & 20-year infrastructure bonds for permanent financing. The following summary provides a breakdown of each major funding category the City uses to provide resources for projects. Following the summary please refer to Appendix 3 for a detailed view of financing for each CIP project. The proposed financial plan was shared with Public Financial Management (PFM) for them to perform levy projections to estimate the bonding capacity if the City maintains the $1.58. This amount of capacity is approximately $5.5 million per year in GO bonding. The PFM projections are included in Appendix 4.

Property Tax

Property taxes, specifically those collected via the City's debt service levy, are the largest sources of revenue for the proposed CIP, representing about $42.9 million or 35% of the overall financial plan. Property tax revenue is used to make principal and interest payments for any general obligation (GO) debt issued by the City to pay for infrastructure projects. There are five types of GO debt issued by the City, with all types backed by the full faith and credit of the city's taxing authority:

1) Regular GO debt – debt service levy only.
2) Water-abated GO debt – reimbursement received from City's water fund.
3) Sewer-abated GO debt – reimbursement received from City's sewer fund.
4) Storm-abated GO debt – reimbursement received from City's stormwater fund.
5) Tax increment financing-abated GO debt – reimbursement received from capturing taxes paid to all taxing authorities on certain new commercial & industrial properties.
6) Referendum approved GO debt – additional debt service levy authority for capital projects approved by a vote of a super-majority (60%) of Clive taxpayers.

The City's current debt service tax rate of $1.58 is expected to be sufficient for projects currently identified to receive GO Debt funding; thus, **the proposed plan is to maintain the Debt Service tax rate at $1.58**. Due to the sizable amount of park and Alice's Road Reconstruction-related projects in the 2026-2030 proposed CIP, substantially more resources are needed to meet those project needs. If the City's taxable valuation projections were to drastically change, then the debt service levy would need to be reassessed.

Tax Increment Financing (TIF)

The use of tax increment financing (TIF) to abate some of the GO debt issued by the City, is a way for the city to allow for growth, specifically commercial & industrial growth, to pay for itself. Of the $42.9 million of GO debt discussed above, the City is anticipating TIF abatements to support almost $16.6 million in project costs contained within the City's Urban Renewal Area. Most of the funding will be utilized to support the construction of the various Alices Road corridor improvements over the five year CIP.

Local Option Sales Tax (LOST) Revenues

The City receives Local Option Sales Tax revenues from the State of Iowa. 50% of the revenues received are directed towards property tax relief purposes such as paying for the debt of the new Public Safety Center and financial support in the General Fund for the collaboration with the City of Urbandale for Fire/EMS services from Station #43. The non-property tax relief LOST revenues from both the Polk and Dallas County portions of Clive will provide approximately $2 million each year for capital projects identified in the approved referendum language for each LOST election. Much of the available LOST project funding has been allocated to street rehabilitation, street reconstruction, and/or Greenbelt land acquisitions and trail replacement projects.

Municipal Utility Revenues

The City's municipal utilities (water, sewer, stormwater) help support numerous infrastructure projects to ensure each utility can adequately provide service to Clive's utility customers. Resources from the utility funds make up around $12.9 million, or 10%, of the proposed CIP financial plan. Funds from the utilities go to pay for abatements of the GO-issued debt discussed above. Another option is for the utilities to issue debt directly and pay principal and interest payments based on the revenues of the utility. These debt instruments are called Revenue Bonds, and unlike GO Bonds, are not backed by the full faith and credit of the City's taxing authority. Instead, the Bonds are supported by the amount of revenue each utility generates. One additional debt instrument is a loan from the State Revolving Fund (SRF). Iowa's

SRF provides low-interest loans to communities looking to provide enhanced sewer service to its residents and recently a new SRF provision has been created to provide for low-interest loans for certain stormwater management projects. Currently, the City is only utilizing utility resources for GO bond abatements. There are no outstanding SRF or Revenue Bonds for the City. In addition, annual cash transfers are planned from the Water, Sewer, and Stormwater Funds to pay for the annual maintenance programs identified in the CIP.

The City is anticipating funding support from the Water and Sewer Utilities for a series of water and sewer main replacement projects associated with street rehabilitation and reconstruction in the CIP. These projects are recommendations from utility system studies completed by engineering consultants over the past few years.

In addition, the proposed CIP identifies a series of water resource-related investments in both stormwater management projects, streambank stabilization, and flood mitigation efforts. City staff anticipates these stormwater efforts to continue to grow in the coming years as the City outlines more detailed flood mitigation strategies and incorporates the recommendations from the Water Resources Master Plan. As will be noted in the grants section below, the City has secured a substantial amount of federal resources to advance flood mitigation strategies in the University Boulevard corridor.

The fees supporting the utilities are analyzed on an annual basis by the city's financial adviser, Public Financial Management (PFM). Due to increases from the City's water supplier, Des Moines Water Works, Clive has made substantial increases to its water rates in the past. Now, with the transition over to Central Iowa Water Works, we have more stability in the Water Fund; thus, the rate increase in the past year was minimal. Multiple utility infrastructure projects are anticipated and the cash flows for these utilities have been planned for these projects to minimize any impacts of future rate increases. In addition, the stormwater utility will need adjustment in future years to allow for enhanced stormwater-related efforts.

Utility Franchise Fees

After taxes and municipal utilities, the 5% electric and gas utility franchise fee generates about $6 million in revenue for 2026-2030 CIP, approximately 5% of the CIP's financial plan. As required by the franchise fee's Revenue Purpose Statement, all these revenues are supporting the City's Annual Street Rehabilitation Program. The City is currently estimating revenue of approximately $1,200,000 per year coming from the franchise fee. If the City begins to experience higher revenues from the franchise fee, those funds will go toward accelerating street rehabilitation projects.

Grants, Intergovernmental & Private Donations

Every year city staff look for opportunities outside of the normal funding mechanisms (taxes and utility rates) to assist with the construction of infrastructure projects. These opportunities can include awards of federal and state grants, regional resources, assistance from other taxing bodies, and donations from private entities. The proposed CIP financial plan identifies approximately $22 million to be received from donations, grant awards, or intergovernmental assistance, representing 18% of all revenue sources. A significant portion of the grant funding is anticipated to come from various FEMA Hazard Mitigation

programs in support of the University Boulevard Flood Mitigation Plan and relocation of the University Boulevard Water Pump Station.

Additionally, staff are focused on securing grants and private donations for future Greenbelt Triad projects such as Porter Shelter redevelopment and Campbell Park Bridge replacement, like the funding strategy utilized for the Greenbelt Landing project currently under construction. Major transportation grants through the Des Moines Area MPO have been secured and continue to be sought for the Alice's Road Reconstruction project, a joint project with the City of Waukee. The continues to pursue additional federal grant resources to support the Alice's Road Project.

Miscellaneous Revenues

The financial plan relies on certain miscellaneous revenue sources to support CIP projects totaling nearly $30 million or 24% of all revenue sources. In 2026 existing capital funds are supporting several projects, with these funds being previously bonded. Additionally, cash available in project funds is utilized for small elements of some CIP projects, particularly during the design phase of the project. For example, the City recently bonded for capital funds (through a TIF-abated bond issue) to support the Alice's Road Project. Since these funds are already bonded they are included in this category.

In addition, the collaboration with the City of Waukee on the Alice's Road Reconstruction project includes resources coming from the City of Waukee to support their portion of the project. Included in the proposed CIP is $2 million in support from Waukee for Alice's Road reconstruction. The City also worked with Waukee to allow them to install a new sanitary sewer through our community along Little Walnut Creek. Due to this project the City has secured $1 million in resources coming to Clive from Waukee to support the restoration efforts along Little Walnut Creek following the sewer installation last year.

Furthermore, Clive is working with the City of West Des Moines on the University overlay project. West Des Moines will take the lead on the project. Included in the proposed CIP is $350,000 that Clive will provide to the City of West Des Moines to support our portion of the project in addition to both communities working together to secure transportation grant funds through the MPO for the project.

Financial Plan Overview

The financial plan presents a diversified approach to funding the proposed 2026-2030 capital improvements program with nearly 52% coming from non-property tax sources. The plan focuses on finding non-traditional revenue sources to lessen the burden on Clive taxpayers and aggressively seeks partnerships for enhancing the city's infrastructure. This CIP financial plan includes a heavy reliance on regular GO debt, with substantial investments in infrastructure rehabilitation through the City's utility franchise fee and LOST revenues. Below is a quick summary of the funding sources.

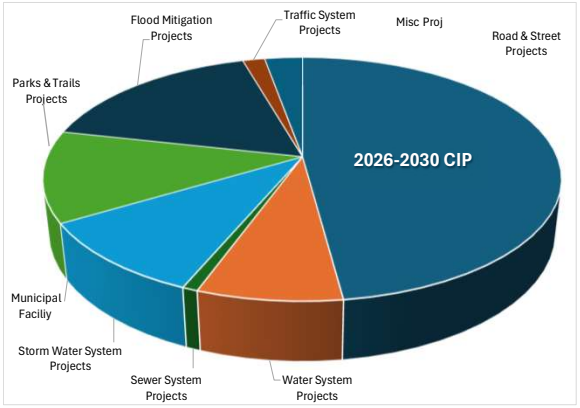
Funding Source	Revenue ($)	% of Overall
Property Taxes	$42,911,500	35%
Local Option Sales Tax Revenues	$10,170,000	8%
Utility Franchise Fee	$ 6,060,000	5%
Municipal Utility Revenues	$12,852,805	10%
Grants, Intergovernmental & Private	$22,014,400	18%
Miscellaneous Revenues	$29,806,200	24%
	$123,754,905	100%

The financial plan section completes the submittal of the proposed 2026-2030 Capital Improvements Program for the City Council's consideration. If any adjustments in project expenditures are made by the Council, similar adjustments will be made to the financial plan. The Council is scheduled to hold a public hearing on the CIP and approve the final draft of the 2026-2030 Capital Improvements Program during the January 8th Council meeting.

Appendix 2

Capital Fund(s) Projections

11/11/2025



Fiscal Year	2024-25	2025-26	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Total CIP
	Actual	Actual (YTD)	BUDGET	Projected	Projected	Projected	Projected	Projected	Projected
Cash Balance, July 1	36,369,515	40,669,747	40,669,747	35,385,287	31,207,032	25,148,532	17,542,587	18,854,337	
Bonds	9,342,252	-	9,144,000	8,904,000	8,641,000	7,925,000	8,503,500	8,938,000	42,911,500
Utilities (Transfers)	2,810,000	-	2,970,000	2,721,750	2,710,000	2,781,055	2,720,000	1,920,000	12,852,805
Franchise Fees (Transfers)	1,277,409	-	1,290,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	6,000,000
LOST (Transfers)	2,062,258	-	2,205,000	2,010,000	2,060,000	2,000,000	2,100,000	2,000,000	10,170,000
General Fund (Transfers)	3,822,412	-	-	-	-	-	-	-	-
Road Use (Transfers)	100,000	-	-	-	-	-	-	-	-
Capital to Capital (Transfers)	910,842	-	-	-	-	-	-	-	-
Interest	1,732,151	413,866	1,085,000	1,300,000	900,000	700,000	675,000	675,000	4,250,000
Grants	626,335	53,029	-	17,100,000	3,139,400	625,000	175,000	975,000	22,014,400
Other Reimb	2,352,591	525,527	35,000	2,178,750	53,750	478,750	2,953,500	1,328,750	6,993,500
Funds Available	61,405,765	41,662,169	57,398,747	70,799,787	49,911,182	40,858,337	35,869,587	35,891,087	
Expenditures*	20,736,017	6,276,882	47,035,036	39,592,755	24,762,650	23,315,750	17,015,250	16,993,750	**121,680,155**
Ending Balance, June 30	40,669,747	35,385,287	10,363,711	31,207,032	25,148,532	17,542,587	18,854,337	18,897,337	

Category / Project	Project #	Fund #	Activity #	2024-25	2025-26	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Total CIP
				Actual	Actual	Budget	Projected	Projected	Projected	Projected	Projected	
Road & Street Projects				6/30/2025	6/30/2026							
Total Road & Street Projects				**7,509,841**	**3,676,539**	**14,713,970**	**14,677,822**	**12,465,000**	**9,310,000**	**12,233,500**	**9,605,724**	**58,292,046**
Water System Projects												
Total Water System Projects				**223,152**	**305,513**	**622,500**	**1,451,750**	**4,626,900**	**1,110,000**	**1,550,000**	**550,000**	**9,288,650**
Sewer System Projects												
Total Sewer System Projects				**351,859**	**-**	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,000,000**
Storm Water System Projects												
Total Storm Water System Projects				**945,303**	**837,119**	**2,315,306**	**1,174,433**	**3,710,000**	**6,628,000**	**352,000**	**352,000**	**12,216,433**
Municipal Facility Improvements												
Total Municipal Facility Improvements				**2,277,908**	**963,891**	**3,500,000**	**-**	**-**	**-**	**-**	**-**	**-**
Parks & Trails Projects												
Total Parks & Trails Projects				**4,215,714**	**3,164,007**	**9,900,000**	**1,125,000**	**2,860,000**	**4,740,000**	**550,000**	**5,454,276**	**14,729,276**
Flood Mitigation Projects												
Total Flood Mitigation Projects				**212,803**	**-**	**14,950,000**	**18,550,000**	**550,000**	**550,000**	**550,000**	**550,000**	**20,750,000**
Traffic System Projects												
Total Traffic System Projects				**177,530**	**74,459**	**211,000**	**1,290,000**	**227,000**	**154,000**	**156,000**	**158,000**	**1,985,000**
Miscellaneous Projects												
Total Miscellaneous Projects				**4,821,907**	**944**	**622,260**	**1,123,750**	**123,750**	**623,750**	**1,423,750**	**123,750**	**3,418,750**
Total Capital Projects (Expenditures)				**20,736,017**	**-**	**47,035,036**	**39,592,755**	**24,762,650**	**23,315,750**	**17,015,250**	**16,993,750**	**121,680,155**

Revenue by Source	2024-25	2025-26	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	
	Actual	Actual	Budget	Projected	Projected	Projected	Projected	Projected	
Bonds									
Total Bonds	**10,322,046**	**-**	**4,320,000**	**8,904,000**	**8,641,000**	**7,925,000**	**8,503,500**	**8,938,000**	**42,911,500**
Other Financial Sources									-
Total Other Financial Sources	**3,307,882**	**-**	**3,350,000**	**3,210,000**	**3,260,000**	**3,200,000**	**3,300,000**	**3,200,000**	**16,170,000**
Utilities (Transfers)									-
Total Utilities	**1,660,000**	**-**	**2,970,000**	**2,721,750**	**2,710,000**	**2,781,055**	**2,720,000**	**1,920,000**	**12,852,805**
Grants									-
Total Grants	**1,261,143**	**-**	**-**	**17,100,000**	**3,139,400**	**625,000**	**175,000**	**975,000**	**22,014,400**
Existing / Reimbursements									-
Total Existing / Reimbursements	**-**	**-**	**-**	**7,657,005**	**7,012,250**	**8,784,695**	**4,391,500**	**1,960,750**	**29,806,200**
Total Capital Projects (Revenues)	16,551,071	-	10,640,000	39,592,755	24,762,650	23,315,750	19,090,000	16,993,750	**123,754,905**

***Revenues are higher than Projected Expenses due to bond sales prior to the actual expense.**

Appendix 3

FY 2026-27				BOND PROCEEDS		FRANCHISE	LOST			CASH/TRANSFERS OF EXISTING FUNDS					OTHER/
PROJECT	PRJ #	FUND	FY27	LEVY	TIF	FEES	DALLAS	POLK	GRANTS	WATER	SEWER	SWATER	RUT	EXISTING	MISC
Soil Quality Restoration	ADM-05	332	100,000							50,000					50,000
Tree Sale	ADM-06	358	13,750							10,000					3,750
Water Resources Grant	ADM-07	357	10,000									10,000			
University Boulevard Flood Mitigation Plan Implementation	CD-01	342	18,050,000	1,050,000					16,975,000					525,000	
Emerald Isle Development (1/2 Sheridan Ave and Emerald Isle Dr Improv)	CD-02	345	670,000											670,000	
86th St / Alice Ave Redevelopment (Pre Development)	CD-04	**342**	500,000											500,000	
Housing Preservation Program	CD-05	##	500,000											500,000	
Greenbelt Landing	LS-05	374	220,000											220,000	
Linnan Park Improvements	LS-09	387	130,000											130,000	
Porter Shelter Improvements	LS-11	366	200,000											200,000	
Greenbelt Land Acquisitions	LS-15	371	250,000	125,000					125,000						
78th Street Temporary Park	LS-16	342	50,000											50,000	
Rio Valley Park Improvements	LS-18	384	75,000	75,000											
Indian Hills Jr High - Park Development	LS-20	##	150,000	75,000											75,000
Karp Park Glow Trail	LS-21	##	50,000												50,000
Annual Sanitary Sewer Rehabilitation Program	PW-01	429	200,000								100,000			100,000	
Annual Water Main Replacement & Extension Program	PW-02	435	100,000							100,000					
Annual Storm Water Improvement Program	PW-03	427	100,000									100,000			
Annual Street Rehabilitation Program	PW-04	476	2,600,000			1,200,000	200,000	1,200,000							
Annual Traffic Improvement & Safety Program	PW-05	334	225,000											225,000	
Sunset Terrace Reconstruction (NW97th to NW 99th Ct)	PW-09	476	10,000				10,000								
Harbach Reconstruction (Phase 2)	PW-10	395	1,500,000				200,000			300,000	650,000	350,000			
Water Main Replacement (NW 78th St and NW 80th St Design)	PW-15	435	1,300,000				400,000			900,000					
Alices Road Reconstruction (Phase I) - Corp limits to Dellwood	PW-20	440	2,672,994											672,994	2,000,000
Alices Road Reconstruction (Phase I) - Dellwood to Douglas	PW-21	441	1,037,809											1,037,809	
Alices Road Reconstruction (Phase II) - Intersection of Alices & Douglas	PW-23	442	37,471											37,471	
Alices Road Reconstruction (Phase III) - Douglas to Berkshire	PW-24	443	16,548											16,548	
Alices Road Reconstruction (Phase IV) - Berkshire to Meredith	PW-25	444	3,500,000	2,200,000	3,500,000										
Little Walnut Creek Stream Restoration and Trail Improvements	PW-29	389	1,074,433	974,000								100,000		433	
Swanson Avenue Railroad Crossings	PW-30	476	50,000											50,000	
Swanson Blvd Rehab Project	PW-31	476	200,000											200,000	
Traffic Cabinet Replacement and Infrastructure Upgrades	PW-33	334	905,000	905,000											
NW 111th Street Water Main Relocation	PW-34	435	51,750							51,750					
NW 156th & Hickman Pedestrian Crossing Improvements	PW-35	334	183,000											183,000	
GridSmart Traffic Detection Upgrade	PW-40	334	160,000											160,000	
			36,892,755	**5,404,000**	**3,500,000**	**1,200,000**	**810,000**	**1,200,000**	**17,100,000**	**1,411,750**	**750,000**	**560,000**	**-**	**5,478,255**	**2,178,750**

FY 2027-28						FRANCHISE	LOST			CASH/TRANSFERS OF EXISTING FUNDS					OTHER/
PROJECT	PRJ #	FUND	FY28	. LEVY	TIF	FEES	DALLAS	POLK	GRANTS	WATER	SEWER	SWATER	RUT	EXISTING	MISC
Soil Quality Restoration	ADM-05	332	100,000							50,000					50,000
Tree Sale	ADM-06	358	13,750							10,000					3,750
Water Resources Grant	ADM-07	357	10,000									10,000			
University Boulevard Flood Mitigation Plan Implementation	CD-01	342	550,000											550,000	
Annual Greenbelt Trail Replacement Program	LS-01	391	1,500,000	1,500,000											
Campbell Park Improvements	LS-10	369	100,000	100,000											
Shuler Pond Development	LS-12		50,000	50,000											
NW 82nd Street Trail Project - Harbach to University (PW-32)	LS-14		210,000	210,000											
Greenbelt Land Acquisitions	LS-15	371	250,000	125,000					125,000						
Rio Valley Park Improvements	LS-18	384	750,000	750,000											
Annual Sanitary Sewer Rehabilitation Program	PW-01	429	200,000								100,000			100,000	
Annual Water Main Replacement & Extension Program	PW-02	435	100,000							100,000					
Annual Storm Water Improvement Program	PW-03	427	100,000									100,000			
Annual Street Rehabilitation Program	PW-04	476	2,000,000			1,200,000		800,000							
Annual Traffic Improvement & Safety Program	PW-05	334	227,000	200,000										27,000	
University Boulevard Pump Station Improvements	PW-07	435	3,216,900						3,014,400	150,000				52,500	
Colby Avenue Reconstruction (NW97th St to NW 99th Ct)	PW-08	476	10,000					10,000							
Sunset Terrace Reconstruction (NW97th to NW 99th Ct)	PW-09	476	**700,000**					400,000			500,000	300,000			
Water Main Replacement (NW 78th St and NW 80th St Design)	PW-15	435	1,300,000							1,300,000					
Alices Road Reconstruction (Phase I) - Dellwood to Douglas	PW-21 (1B)	441	1,348,000											1,348,000	
Alices Road Reconstruction (Phase II) - Intersection of Alices & Douglas	PW-23	442	100,000											100,000	
Alices Road Reconstruction (Phase III) - Douglas to Berkshire	PW-24	443	3,156,000		3,156,000										
Alices Road Reconstruction (Phase IV) - Berkshire to Meredith	PW-25	444	3,801,000	400,000	350,000					80,000				2,971,000	
Water Main Replacement (NW 84th, NW 85th, & Clark St Area)	PW-27	435	10,000							10,000					
Little Walnut Creek Stream Restoration and Trail Improvements	PW-29	389	3,610,000	1,800,000										1,810,000	
Swanson Avenue Railroad Crossings	PW-30	476	250,000				250,000								
Swanson Blvd Rehab Project	PW-31	476	600,000				600,000								
			24,262,650	**5,135,000**	**3,506,000**	**1,200,000**	**850,000**	**1,210,000**	**3,139,400**	**1,700,000**	**600,000**	**410,000**	**-**	**6,958,500**	53,750

FY 2028-29						FRANCHISE	LOST			CASH/TRANSFERS OF EXISTING FUNDS					OTHER/
PROJECT	PRJ #	FUND	FY29	. LEVY	TIF	FEES	DALLAS	POLK	GRANTS	WATER	SEWER	SWATER	RUT	EXISTING	MISC
Soil Quality Restoration	ADM-05	332	100,000							50,000					50,000
Tree Sale	ADM-06	358	13,750							10,000					3,750
Water Resources Grant	ADM-07	357	10,000									10,000			
University Boulevard Flood Mitigation Plan Implementation	CD-01	342	550,000	550,000											
Comprehensive Plan	CD-03 N		500,000	500,000											
Alice Road Park	LS-08	386	200,000	200,000											
Campbell Park Improvements	LS-10	369	300,000	300,000											
Porter Shelter Improvements	LS-11	366	3,000,000	2,000,000					500,000					500,000	
Shuler Pond Development	LS-12		350,000	350,000											
NW 82nd Street Trail Project - Harbach to University (PW-32)	LS-14		600,000	600,000											
Greenbelt Land Acquisitions	LS-15	371	250,000	125,000					125,000						
78th Street Temporary Park	LS-16	342	40,000											40,000	
Annual Sanitary Sewer Rehabilitation Program	PW-01	429	200,000								151,055			48,945	
Annual Water Main Replacement & Extension Program	PW-02	435	100,000							100,000					
Annual Storm Water Improvement Program	PW-03	427	100,000									100,000			
Annual Street Rehabilitation Program	PW-04	476	2,000,000			1,200,000	400,000	400,000							
Annual Traffic Improvement & Safety Program	PW-05	334	154,000	100,000										54,000	
Colby Avenue Reconstruction (NW97th St to NW 99th Ct)	PW-08	476	950,000					200,000		150,000	500,000	100,000			
Sunset Terrace Reconstruction (NW97th to NW 99th Ct)	PW-09	476	1,500,000				300,000	100,000		150,000	300,000	150,000		500,000	
Water Main Replacement (Franklin Ave from NW 82nd St to NW 86th St)	PW-17	435	10,000							10,000					
Alices Road Reconstruction (Phase II) - Intersection of Alices & Douglas	PW-23	442	700,000											700,000	
Alices Road Reconstruction (Phase III) - Douglas to Berkshire	PW-24	443	3,200,000		3,200,000										
Water Main Replacement (NW 84th, NW 85th, & Clark St Area)	PW-27	435	1,000,000							1,000,000					
Clark Street Reconstruction - Roundabouts	PW-28		10,000											10,000	
Little Walnut Creek Stream Restoration and Trail Improvements	PW-29	389	6,230,000											6,230,000	
Swanson Avenue Railroad Crossings	PW-30	476	100,000					100,000							
Swanson Blvd Rehab Project	PW-31		500,000				100,000	400,000							
Shadow Creek West Stormwater Detention Project	PW-36	427	298,000											48,000	250,000
University Overlay Project - West of I-35/80	PW-38	476	350,000											175,000	175,000
			23,315,750	4,725,000	3,200,000	1,200,000	800,000	1,200,000	625,000	1,470,000	951,055	360,000	-	8,305,945	478,750

FY 2029-30						FRANCHISE	LOST			CASH/TRANSFERS OF EXISTING FUNDS					OTHER/
PROJECT	PRJ #	FUND	FY30	. LEVY	TIF	FEES	DALLAS	POLK	GRANTS	WATER	SEWER	SWATER	RUT	EXISTING	MISC
Fire Engine Replacement	ADM-04	810	1,300,000	1,300,000											
Soil Quality Restoration	ADM-05	332	100,000							50,000					50,000
Tree Sale	ADM-06	358	13,750							10,000					3,750
Water Resources Grant	ADM-07	357	10,000									10,000			
University Boulevard Flood Mitigation Plan Implementation	CD-01	342	550,000	550,000											
Campbell Park Improvements	LS-10	369	200,000	200,000											
Greenbelt Land Acquisitions	LS-15	371	250,000	125,000					125,000						
86th Street Water Trails Access	LS-19		100,000						50,000			50,000			
Annual Sanitary Sewer Rehabilitation Program	PW-01	429	200,000								200,000				
Annual Water Main Replacement & Extension Program	PW-02	435	100,000							100,000					
Annual Storm Water Improvement Program	PW-03	427	100,000									100,000			
Annual Street Rehabilitation Program	PW-04	476	2,000,000			1,200,000	550,000	250,000							
Annual Traffic Improvement & Safety Program	PW-05	334	156,000	125,000										31,000	
Colby Avenue Reconstruction (NW97th St to NW 99th Ct)	PW-08	476	1,500,000				300,000	350,000			500,000	250,000		100,000	
Water Main Replacement (Franklin Ave from NW 82nd St to NW 86th St)	PW-17	435	450,000							450,000					
Alices Road Reconstruction (Phase II) - Intersection of Alices & Douglas	PW-23	442	3,151,500		2,551,500									600,000	
Alices Road Reconstruction (Phase III) - Douglas to Berkshire	PW-24	443	3,902,000	3,250,000	402,000									250,000	
Water Main Replacement (NW 84th, NW 85th, & Clark St Area)	PW-27	435	1,000,000							1,000,000					
Little Walnut Creek Stream Restoration and Trail Improvements	PW-29	389	252,000											252,000	
University Overlay Project - West of I-35/80	PW-38		1,650,000					650,000						175,000	825,000
Buffalo Road Overlay Project	PW-39		30,000											30,000	
			17,015,250	**5,550,000**	**2,953,500**	**1,200,000**	**850,000**	**1,250,000**	**175,000**	**1,610,000**	**700,000**	**410,000**	**-**	**1,438,000**	**2,953,500**

FY 2030-31						FRANCHISE	LOST			CASH/TRANSFERS OF EXISTING FUNDS					OTHER/
PROJECT	PRJ #	FUND	FY31	. LEVY	TIF	FEES	DALLAS	POLK	GRANTS	WATER	SEWER	SWATER	RUT	EXISTING	MISC
Soil Quality Restoration	ADM-05	332	100,000							50,000					50,000
Tree Sale	ADM-06	358	13,750							10,000					3,750
Water Resources Grant	ADM-07	357	10,000									10,000			
University Boulevard Flood Mitigation Plan Implementation	CD-01	342	550,000	550,000											
Alice Road Park	LS-08	386	3,300,000	2,154,276											
Campbell Park Improvements	LS-10	369	2,500,000	1,250,000					625,000						625,000
Greenbelt Land Acquisitions	LS-15	371	250,000	125,000					125,000						
86th Street Water Trails Access	LS-19		550,000	325,000					225,000						
Annual Sanitary Sewer Rehabilitation Program	PW-01	429	200,000								200,000				
Annual Water Main Replacement & Extension Program	PW-02	435	100,000							100,000					
Annual Storm Water Improvement Program	PW-03	427	100,000									100,000			
Annual Street Rehabilitation Program	PW-04	476	2,000,000			1,200,000	400,000	400,000							
Annual Traffic Improvement & Safety Program	PW-05	334	158,000	128,000										30,000	
Water Main Replacement (Franklin Ave from NW 82nd St to NW 86th St)	PW-17	435	450,000							450,000					
Alices Road Reconstruction (Phase II) - Intersection of Alices & Douglas	PW-23	442	3,438,000		3,438,000										
I35/80 Interchange Enhancement Design	PW-26	462	967,724	967,724											
Little Walnut Creek Stream Restoration and Trail Improvements	PW-29	389	252,000											252,000	
Clark Street Reconstruction - Roundabouts	PW-28		1,000,000							350,000	500,000	150,000			
University Overlay Project - West of I-35/80	PW-38		2,200,000				400,000	800,000						350,000	650,000
			18,139,474	**5,500,000**	**3,438,000**	**1,200,000**	**800,000**	**1,200,000**	**975,000**	**960,000**	**700,000**	**260,000**	**-**	**632,000**	**1,328,750**

Appendix 4

City of Clive, Iowa

Debt Service Fund

Projection of Debt Service Fund

Taxable Valuations, Tax Rates & Revenues

EXHIBIT 1

Assumptions	
Interest Rate:	5.10%

Tax Rate Impact Summary	
Tax Impact FY 21-22	($0.001)
Tax Impact FY 22-23	($0.000)
Tax Impact FY 23-24	
Tax Impact FY 24-25	
Tax Impact FY 25-26	$0.100

Include:	Yes	Yes	Yes	Yes	
Par ==>	5,520,000	5,655,000	5,620,000	5,620,000	5,620,000
Project ==>	5,400,000	5,545,225	5,500,000	5,500,000	5,500,000

Fiscal Year Payable	Total Tax Valuation	% Growth	Taxes Levied	Tax Rate/ $1,000	GO Bond Abatements: Dallas & Polk Co LOSST	GO Bond Abatements: Water	GO Bond Abatements: TIF	Comm& Indust Reimbur	Interest Revenue	Misc Revenues	Total Revenues	Current G.O. Debt Service	2026A CIP Jun-26	2027A CIP Jun-27	2028A CIP Jun-28	2029A CIP Jun-29	2030A CIP Jun-30	Fiscal Fees & Other	Total Uses	Surplus (Deficit)	Ending Balance
2019 - 2020	1,551,388,534	3.06%	2,299,918	1.48249	257,811	1,290,390	2,039,358	76,669	42,066	(22,232)	5,983,980	5,911,988						5,701	5,917,689	66,291	1,062,775
2020 - 2021	1,626,309,561	4.83%	2,409,215	1.48140	653,141	0	910,238	76,778	29,934	5,358	4,084,664	4,085,404						(109,549)	3,975,855	108,808	1,171,584
2021 - 2022	1,691,453,182	4.01%	2,503,469	1.48007	1,160,867	0	916,925	37,660	7,813	204,690	4,831,424	4,846,620						(113,549)	4,733,071	98,353	1,269,937
2022 - 2023	1,774,436,404	4.91%	2,626,166	1.48000	1,100,000	0	1,351,795	63,230	84,054	971	5,226,215	5,139,316						(110,600)	5,028,716	197,499	1,467,436
2023 - 2024	1,833,040,485	3.30%	2,712,900	1.48000	1,019,000	0	1,346,564	54,197	180,775	23,220	5,336,655	5,328,789						(108,598)	5,220,191	116,464	1,583,900
2024 - 2025	1,967,675,372	7.34%	2,912,160	1.48000	801,661	0	1,256,269	68,944	132,365	(32,916)	5,138,482	5,764,196						(27,700)	5,736,496	(598,014)	985,886
2025 - 2026	2,048,255,394	4.10%	3,236,244	1.58000	998,243	0	2,080,934	0	50,280	598,014	6,963,714	6,652,954						(27,900)	6,625,054	338,660	1,324,546
2026 - 2027	2,161,354,731	5.52%	3,414,940	1.58000	989,293		2,002,719	0	67,552		6,474,504	6,100,706	531,001					9,900	6,641,607	(167,103)	1,157,443
2027 - 2028	2,262,689,204	4.69%	3,575,049	1.58000	974,843		1,998,019	0	59,030		6,606,940	6,158,371	533,251	382,756				9,900	7,084,278	(477,338)	680,105
2028 - 2029	2,303,059,485	1.78%	3,869,140	1.68000	966,218		1,990,669	0	34,685		6,860,712	5,948,761	529,751	377,756	281,006			9,900	7,147,174	(286,463)	393,642
2029 - 2030	2,402,082,696	4.30%	4,035,499	1.68000	942,118		1,990,819	0	20,076		6,988,511	5,720,536	530,751	372,756	281,006	281,000		9,900	7,195,949	(207,438)	186,204
2030 - 2031	2,429,678,011	1.15%	4,324,827	1.78000	942,498		1,991,669	0	9,496		7,268,490	5,499,366	531,001	367,756	381,006	281,000	281,006	9,900	7,351,035	(82,545)	103,659
2031 - 2032	2,533,436,398	4.27%	4,509,517	1.78000	947,045		1,983,419	0	5,287		7,445,267	5,218,414	530,500	512,756	621,006	281,000	281,006	3,600	7,448,282	(3,015)	100,643
2032 - 2033	2,563,283,491	1.18%	4,562,645	1.78000	946,608		1,984,869	0	5,133		7,499,254	4,793,726	534,250	650,256	623,756	481,000	416,006	3,600	7,502,594	(3,340)	97,303
2033 - 2034	2,588,916,326	1.00%	4,216,654	1.62873	945,423		1,984,019	0	4,962		7,151,058	4,274,441	532,000	645,255	620,505	651,000	424,256	3,600	7,151,058		97,303
2034 - 2035	2,640,694,652	2.00%	3,596,903	1.36210	948,510		1,988,069	0	4,962		6,538,444	3,561,079	534,000	649,505	621,505	652,000	516,756	3,600	6,538,444		97,303
2035 - 2036	2,667,101,599	1.00%	3,730,902	1.39886	955,504		1,984,713	0	4,962		6,676,081	3,562,216	530,000	647,504	621,504	652,000	659,256	3,600	6,676,081		97,303
2036 - 2037	2,720,443,631	2.00%	3,737,901	1.37400	951,935		1,984,125	0	4,962		6,678,923	3,560,060	530,250	649,504	625,504	651,000	659,005	3,600	6,678,923		97,303
													7,978,506	8,495,313	8,418,312	8,502,500	8,504,063				

City of Cl

Debt Service

Projection of D

Taxable Valuati

Assum
Interest Rate:

Fiscal Year Payable	
2019 - 2020	6/1/2020
2020 - 2021	6/1/2021
2021 - 2022	6/1/2022
2022 - 2023	6/1/2023
2023 - 2024	6/1/2024
2024 - 2025	6/1/2025
2025 - 2026	6/1/2026
2026 - 2027	6/1/2027
2027 - 2028	6/1/2028
2028 - 2029	6/1/2029
2029 - 2030	6/1/2030
2030 - 2031	6/1/2031
2031 - 2032	6/1/2032
2032 - 2033	6/1/2033
2033 - 2034	6/1/2034
2034 - 2035	6/1/2035
2035 - 2036	6/1/2036
2036 - 2037	6/1/2037

City of Clive, Iowa **EXHIBIT 2**

Projection of G.O. Debt Capacity

Valuation Growth & Debt Limit Assumptions	
Beginning 2033-34	1.00%
Legal Limit	5.00%
Effective Limit	85%

Fiscal Year	Actual Valuation	Historical Growth Rate %	Gross Debt Limit	Effective Debt Limit	EXISTING DEBT ISSUES G.O. - TAXES	G.O. - TIF	G.O. - WATER	G.O. -LOST	URB BONDS	CIP Proposed 2026A Taxes Mar-26	UR Proposed 2026B TIF Nov-26	CIP Proposed 2027A Taxes Mar-27	UR Proposed 2027B TIF Nov-27	CIP Proposed 2028A Taxes Mar-28	UR Proposed 2028B TIF Nov-28	CIP Proposed 2029A Taxes Mar-28	UR Proposed 2029B TIF Nov-29	CIP Proposed 2030A Taxes Mar-30	Other Debt Subject to Limit	TOTAL G.O. DEBT	Available Effective Capacity	Available Legal Capacity	Percent Debt Limit Utilized	Fiscal Year
2020 - 2021	2,541,750,744	7.2%	127,087,537	108,024,407	10,466,750	4,561,250	502,000	9,675,000											869,849	26,074,849	81,949,558	101,012,688	20.52%	2021
2021 - 2022	2,610,730,641	2.7%	130,536,532	110,956,052	11,444,000	3,795,000	401,000	14,390,000											378,410	30,408,410	80,547,642	100,128,122	23.29%	2022
2022 - 2023	2,827,921,081	8.3%	141,396,054	120,186,646	16,908,000	11,635,000	292,000	13,745,000											406,582	42,986,582	77,200,064	98,409,472	30.40%	2023
2023 - 2024	2,955,113,374	4.5%	147,755,669	125,592,318	19,783,000	15,495,000	182,000	13,075,000											404,468	48,939,468	76,652,850	98,816,201	33.12%	2024
2024 - 2025	3,549,807,282	20.1%	177,490,364	150,866,809	17,560,000	17,965,000	70,000	12,390,000											414,556	48,399,556	102,467,253	129,090,808	27.27%	2025
2025 - 2026	3,670,394,772	3.4%	183,519,739	155,991,778	20,694,000	22,695,000	36,000	11,685,000		5,520,000									362,114	60,992,114	94,999,664	122,527,625	33.23%	2026
2026 - 2027	4,035,011,372	9.9%	201,750,569	171,487,983	18,125,000	21,375,000		10,965,000		5,520,000	3,090,000	5,655,000							100,696	64,830,696	106,657,288	136,919,873	32.13%	2027
2027 - 2028	4,171,094,781	3.4%	208,554,739	177,271,528	15,850,000	20,180,000		10,230,000		5,265,000	2,760,000	5,655,000	3,090,000	5,620,000					100,696	68,750,696	108,520,832	139,804,043	32.97%	2028
2028 - 2029	4,320,765,527	3.6%	216,038,276	183,632,535	13,390,000	18,930,000		9,485,000		4,995,000	2,625,000	5,555,000	2,790,000	5,620,000	3,090,000	5,620,000			100,696	72,200,696	111,431,839	143,837,581	33.42%	2029
2029 - 2030	4,463,787,102	3.3%	223,189,355	189,710,952	11,010,000	17,630,000		8,725,000		4,715,000	2,480,000	5,455,000	2,655,000	5,620,000	2,690,000	5,620,000	3,090,000	5,620,000	100,696	75,410,696	114,300,256	147,778,659	33.79%	2030
2030 - 2031	4,605,301,541	3.2%	230,265,077	195,725,315	8,725,000	16,270,000		7,965,000		4,420,000	2,330,000	5,355,000	2,510,000	5,620,000	2,555,000	5,620,000	2,800,000	5,620,000	100,696	69,890,696	125,834,620	160,374,381	30.35%	2031
2031 - 2032	4,752,476,557	3.2%	237,623,828	201,980,254	6,560,000	14,850,000		7,190,000		4,110,000	2,170,000	5,255,000	2,355,000	5,520,000	2,410,000	5,620,000	2,680,000	5,620,000	100,696	64,440,696	137,539,558	173,183,132	27.12%	2032
2032 - 2033	4,905,538,573	3.2%	245,276,929	208,485,389	4,580,000	13,380,000		6,395,000		3,785,000	2,000,000	5,005,000	2,195,000	5,175,000	2,260,000	5,620,000	2,555,000	5,620,000		58,570,000	149,915,389	186,706,929	23.88%	2033
2033 - 2034	4,954,593,959	1.0%	247,729,698	210,570,243	2,935,000	11,855,000		5,585,000		3,440,000	1,825,000	4,605,000	2,025,000	4,810,000	2,100,000	5,420,000	2,425,000	5,485,000		52,510,000	158,060,243	195,219,698	21.20%	2034
2034 - 2035	5,004,139,898	1.0%	250,206,995	212,675,946	1,725,000	10,275,000		4,760,000		3,080,000	1,640,000	4,190,000	1,845,000	4,430,000	1,935,000	5,040,000	2,290,000	5,335,000		46,545,000	166,130,946	203,661,995	18.60%	2035
2035 - 2036	5,054,181,297	1.0%	252,709,065	214,802,705	1,175,000	8,640,000		3,915,000		2,700,000	1,440,000	3,750,000	1,655,000	4,030,000	1,760,000	4,640,000	2,145,000	5,085,000		40,935,000	173,867,705	211,774,065	16.20%	2036
2036 - 2037	5,104,723,110	1.0%	255,236,156	216,950,732	600,000	6,955,000		3,045,000		2,305,000	1,230,000	3,290,000	1,455,000	3,610,000	1,575,000	4,220,000	1,995,000	4,680,000		34,960,000	181,990,732	220,276,156	13.70%	2037
2037 - 2038	5,155,770,341	1.0%	257,788,517	219,120,240		5,215,000		2,160,000		1,890,000	1,010,000	2,805,000	1,245,000	3,165,000	1,380,000	3,780,000	1,835,000	4,255,000		28,740,000	190,380,240	229,048,517	11.15%	2038
2038 - 2039	5,207,328,045	1.0%	260,366,402	221,311,442		3,420,000		1,250,000		1,450,000	780,000	2,300,000	1,020,000	2,700,000	1,180,000	3,315,000	1,670,000	3,810,000		22,895,000	198,416,442	237,471,402	8.79%	2039
2039 - 2040	5,259,401,325	1.0%	262,970,066	223,524,556		1,560,000		310,000		990,000	535,000	1,765,000	785,000	2,210,000	965,000	2,825,000	1,495,000	3,340,000		16,780,000	206,744,556	246,190,066	6.38%	2040
2040 - 2041	5,311,995,339	1.0%	265,599,767	225,759,802		865,000				505,000	275,000	1,205,000	535,000	1,700,000	740,000	2,315,000	1,310,000	2,850,000		12,300,000	213,459,802	253,299,767	4.63%	2041
2041 - 2042	5,365,115,292	1.0%	268,255,765	228,017,400		660,000						615,000	275,000	1,160,000	505,000	1,780,000	1,115,000	2,335,000		8,445,000	219,572,400	259,810,765	3.15%	2042
2042 - 2043	5,418,766,445	1.0%	270,938,322	230,297,574		450,000								595,000	260,000	1,215,000	915,000	1,795,000		5,230,000	225,067,574	265,708,322	1.93%	2043
2043 - 2044	5,472,954,109	1.0%	273,647,705	232,600,550		230,000								0		620,000	705,000	1,225,000		2,780,000	229,820,550	270,867,705	1.02%	2044
2044 - 2045	5,527,683,650	1.0%	276,384,183	234,926,555										0		0	480,000	625,000		1,105,000	233,821,555	275,279,183	0.40%	2045
2045 - 2046	5,582,960,487	1.0%	279,148,024	237,275,821										0		0	245,000	0		245,000	237,030,821	278,903,024	0.09%	2046
2046 - 2047	5,638,790,092	1.0%	281,939,505	239,648,579										0		0		0		0	239,648,579	281,939,505	0.00%	2047
2047 - 2048	5,695,177,993	1.0%	284,758,900	242,045,065										0		0		0		(0)	242,045,065	284,758,900	0.00%	2048

*** - Represents G.O. principal outstanding as of the BEGINNING of the fiscal year.**

City of Clive, Iowa **EXHIBIT 3**

Proposed General Obligation Corporate Purpose Bonds, Series 2026A

2026 CIP Projects

SOURCES & USES

SOURCES	
Par Amount of Bonds	5,520,000.00
Accrued Interest	
Other Monies	
Total Sources	5,520,000.00
USES	
Deposit to Construction Account	5,400,000.00
Reserve Account Deposit	
Capitalized Interest Account	
Municipal Bond Insurance	
Underwriters' Discount ($10.00 per bond)	55,200.00
Costs of Issuance	61,500.00
Accrued Interest	
Rounding Amount	3,300.00
Total Uses	5,520,000.00
ASSUMPTIONS	
Dated Date	6/1/2026
Delivery Date	6/1/2026
First Interest Date	12/1/2026
First Principal Date	6/1/2027
Last Principal Date	6/1/2038
YIELD CALCULATIONS	
Arbitrage Yield	5.00001%
TIC	5.12421%
AIC	5.25816%
Average Life	8.91 Years

DEBT SERVICE SCHEDULE

	Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
	12/1/2026			138,000	138,000	
1.0	6/1/2027	255,000	5.000%	138,000	393,000	531,001
	12/1/2027			131,625	131,625	
2.0	6/1/2028	270,000	5.000%	131,625	401,625	533,251
	12/1/2028			124,875	124,875	
3.0	6/1/2029	280,000	5.000%	124,875	404,875	529,751
	12/1/2029			117,875	117,875	
4.0	6/1/2030	295,000	5.000%	117,875	412,875	530,751
	12/1/2030			110,500	110,500	
5.0	6/1/2031	310,000	5.000%	110,500	420,500	531,001
	12/1/2031			102,750	102,750	
6.0	6/1/2032	325,000	5.000%	102,750	427,750	530,500
	12/1/2032			94,625	94,625	
7.0	6/1/2033	345,000	5.000%	94,625	439,625	534,250
	12/1/2033			86,000	86,000	
8.0	6/1/2034	360,000	5.000%	86,000	446,000	532,000
	12/1/2034			77,000	77,000	
9.0	6/1/2035	380,000	5.000%	77,000	457,000	534,000
	12/1/2035			67,500	67,500	
10.0	6/1/2036	395,000	5.000%	67,500	462,500	530,000
	12/1/2036			57,625	57,625	
11.0	6/1/2037	415,000	5.000%	57,625	472,625	530,250
	12/1/2037			47,250	47,250	
12.0	6/1/2038	440,000	5.000%	47,250	487,250	534,500
	12/1/2038			36,250	36,250	
13.0	6/1/2039	460,000	5.000%	36,250	496,250	532,500
	12/1/2039			24,750	24,750	
14.0	6/1/2040	485,000	5.000%	24,750	509,750	534,500
	12/1/2040			12,625	12,625	
15.0	6/1/2041	505,000	5.000%	12,625	517,625	530,250
	12/1/2041					
16.0	6/1/2042		5.000%			
	12/1/2042					
17.0	6/1/2043		5.000%			
	12/1/2043					
18.0	6/1/2044		5.000%			
	12/1/2044					
19.0	6/1/2045		5.000%			
	12/1/2045					
20.0	6/1/2046					
		5,520,000		2,458,506	7,978,506	7,978,506

Scale : Estimate

City of Clive, Iowa **EXHIBIT 4**

Proposed General Obligation Corporate Purpose Bonds, Series 2027A

2027 CIP Projects

SOURCES & USES

SOURCES	
Par Amount of Bonds	5,655,000.00
Accrued Interest	
Other Monies	
Total Sources	5,655,000.00
USES	
Deposit to Construction Account	5,545,225.00
Reserve Account Deposit	
Capitalized Interest Account	
Municipal Bond Insurance	
Underwriters' Discount ($10.00 per bond)	56,550.00
Costs of Issuance	50,500.00
Accrued Interest	
Rounding Amount	2,725.00
Total Uses	5,655,000.00
ASSUMPTIONS	
Dated Date	6/1/2027
Delivery Date	6/1/2027
First Interest Date	12/1/2027
First Principal Date	6/1/2028
Last Principal Date	6/1/2042
YIELD CALCULATIONS	
Arbitrage Yield	5.00011%
TIC	5.12352%
AIC	5.29296%
Average Life	10.05 Years

DEBT SERVICE SCHEDULE

	Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
	12/1/2027			141,378	141,378	
1.0	6/1/2028	100,000	5.000%	141,378	241,378	382,756
	12/1/2028			138,878	138,878	
2.0	6/1/2029	100,000	5.000%	138,878	238,878	377,756
	12/1/2029			136,378	136,378	
3.0	6/1/2030	100,000	5.000%	136,378	236,378	372,756
	12/1/2030			133,878	133,878	
4.0	6/1/2031	100,000	5.000%	133,878	233,878	367,756
	12/1/2031			131,378	131,378	
5.0	6/1/2032	250,000	5.000%	131,378	381,378	512,756
	12/1/2032			125,128	125,128	
6.0	6/1/2033	400,000	5.000%	125,128	525,128	650,256
	12/1/2033			115,128	115,128	
7.0	6/1/2034	415,000	5.000%	115,128	530,128	645,255
	12/1/2034			104,752	104,752	
8.0	6/1/2035	440,000	5.000%	104,752	544,752	649,505
	12/1/2035			93,752	93,752	
9.0	6/1/2036	460,000	5.000%	93,752	553,752	647,504
	12/1/2036			82,252	82,252	
10.0	6/1/2037	485,000	5.000%	82,252	567,252	649,504
	12/1/2037			70,127	70,127	
11.0	6/1/2038	505,000	5.000%	70,127	575,127	645,253
	12/1/2038			57,501	57,501	
12.0	6/1/2039	535,000	5.000%	57,501	592,501	650,003
	12/1/2039			44,126	44,126	
13.0	6/1/2040	560,000	5.000%	44,126	604,126	648,252
	12/1/2040			30,126	30,126	
14.0	6/1/2041	590,000	5.000%	30,126	620,126	650,251
	12/1/2041			15,375	15,375	
15.0	6/1/2042	615,000	5.000%	15,375	630,375	645,751
	12/1/2042					
16.0	6/1/2043		5.000%			
	12/1/2043					
17.0	6/1/2044		5.000%			
	12/1/2044					
18.0	6/1/2045		5.000%			
	12/1/2045					
19.0	6/1/2046		5.000%			
	12/1/2046					
20.0	6/1/2047					
		5,655,000		2,840,313	8,495,313	8,495,313

Scale : Estimate

City of Clive, Iowa **EXHIBIT 5**

Proposed General Obligation Corporate Purpose Bonds, Series 2028A

2028 CIP Projects

SOURCES & USES

SOURCES	
Par Amount of Bonds	5,620,000.00
Accrued Interest	
Other Monies	
Total Sources	5,620,000.00
USES	
Deposit to Construction Account	5,500,000.00
Reserve Account Deposit	
Capitalized Interest Account	
Municipal Bond Insurance	
Underwriters' Discount ($10.00 per bond)	56,200.00
Costs of Issuance	61,500.00
Accrued Interest	
Rounding Amount	2,300.00
Total Uses	5,620,000.00
ASSUMPTIONS	
Dated Date	6/1/2028
Delivery Date	6/1/2028
First Interest Date	12/1/2028
First Principal Date	6/1/2029
Last Principal Date	6/1/2043
YIELD CALCULATIONS	
Arbitrage Yield	5.00011%
TIC	5.12372%
AIC	5.25431%
Average Life	9.96 Years

DEBT SERVICE SCHEDULE

	Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
	12/1/2028			140,503	140,503	
1.0	6/1/2029	0	5.000%	140,503	140,503	281,006
	12/1/2029			140,503	140,503	
2.0	6/1/2030	0	5.000%	140,503	140,503	281,006
	12/1/2030			140,503	140,503	
3.0	6/1/2031	100,000	5.000%	140,503	240,503	381,006
	12/1/2031			138,003	138,003	
4.0	6/1/2032	345,000	5.000%	138,003	483,003	621,006
	12/1/2032			129,378	129,378	
5.0	6/1/2033	365,000	5.000%	129,378	494,378	623,756
	12/1/2033			120,253	120,253	
6.0	6/1/2034	380,000	5.000%	120,253	500,253	620,505
	12/1/2034			110,752	110,752	
7.0	6/1/2035	400,000	5.000%	110,752	510,752	621,505
	12/1/2035			100,752	100,752	
8.0	6/1/2036	420,000	5.000%	100,752	520,752	621,504
	12/1/2036			90,252	90,252	
9.0	6/1/2037	445,000	5.000%	90,252	535,252	625,504
	12/1/2037			79,127	79,127	
10.0	6/1/2038	465,000	5.000%	79,127	544,127	623,254
	12/1/2038			67,501	67,501	
11.0	6/1/2039	490,000	5.000%	67,501	557,501	625,003
	12/1/2039			55,251	55,251	
12.0	6/1/2040	510,000	5.000%	55,251	565,251	620,502
	12/1/2040			42,501	42,501	
13.0	6/1/2041	540,000	5.000%	42,501	582,501	625,002
	12/1/2041			29,001	29,001	
14.0	6/1/2042	565,000	5.000%	29,001	594,001	623,001
	12/1/2042			14,875	14,875	
15.0	6/1/2043	595,000	5.000%	14,875	609,875	624,751
	12/1/2043					
16.0	6/1/2044		5.000%			
	12/1/2044					
17.0	6/1/2045		5.000%			
	12/1/2045					
18.0	6/1/2046		5.000%			
	12/1/2046					
19.0	6/1/2047		5.000%			
	12/1/2047					
20.0	6/1/2048					
		5,620,000		2,798,312	8,418,312	8,418,312

Scale : Estimate

City of Clive, Iowa

EXHIBIT 6

Proposed General Obligation Corporate Purpose Bonds, Series 2029A

2029A CIP Projects

SOURCES & USES

SOURCES	
Par Amount of Bonds	5,620,000.00
Accrued Interest	
Premium	

Total Sources	5,620,000.00
USES	
Deposit to Construction Account	5,500,000.00
Deposit to Reserve Account	
Capitalized Interest Account	0.00
Municipal Bond Insurance	
Underwriters' Discount ($10.00 per bond)	56,200.00
Costs of Issuance	61,500.00
Accrued Interest	
Rounding Amount	2,300.00

Total Uses	5,620,000.00
ASSUMPTIONS	
Dated Date	6/1/2029
Delivery Date	6/1/2029
First Interest Date	12/1/2029
First Principal Date	6/1/2030
Last Principal Date	6/1/2044

Arbitrage Yield	5.00000%
TIC	5.12929%
AIC	5.27277%
Average Life	10.26 Years

DEBT SERVICE SCHEDULE

	Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
	12/1/2029			140,500	140,500	
1.00	6/1/2030	0	5.000%	140,500	140,500	281,000
	12/1/2030			140,500	140,500	
2.00	6/1/2031	0	5.000%	140,500	140,500	281,000
	12/1/2031			140,500	140,500	
3.00	6/1/2032	0	5.000%	140,500	140,500	281,000
	12/1/2032			140,500	140,500	
4.00	6/1/2033	200,000	5.000%	140,500	340,500	481,000
	12/1/2033			135,500	135,500	
5.00	6/1/2034	380,000	5.000%	135,500	515,500	651,000
	12/1/2034			126,000	126,000	
6.00	6/1/2035	400,000	5.000%	126,000	526,000	652,000
	12/1/2035			116,000	116,000	
7.00	6/1/2036	420,000	5.000%	116,000	536,000	652,000
	12/1/2036			105,500	105,500	
8.00	6/1/2037	440,000	5.000%	105,500	545,500	651,000
	12/1/2037			94,500	94,500	
9.00	6/1/2038	465,000	5.000%	94,500	559,500	654,000
	12/1/2038			82,875	82,875	
10.00	6/1/2039	490,000	5.000%	82,875	572,875	655,750
	12/1/2039			70,625	70,625	
11.00	6/1/2040	510,000	5.000%	70,625	580,625	651,250
	12/1/2040			57,875	57,875	
12.00	6/1/2041	535,000	5.000%	57,875	592,875	650,750
	12/1/2041			44,500	44,500	
13.00	6/1/2042	565,000	5.000%	44,500	609,500	654,000
	12/1/2042			30,375	30,375	
14.00	6/1/2043	595,000	5.000%	30,375	625,375	655,750
	12/1/2043			15,500	15,500	
15.00	6/1/2044	620,000	5.000%	15,500	635,500	651,000
	12/1/2044					
16.00	6/1/2045					
	12/1/2045					
17.00	6/1/2046					
	12/1/2046					
18.00	6/1/2047					
	12/1/2047					
19.00	6/1/2048					
	12/1/2048					
20.00	6/1/2049					
		5,620,000		2,882,500	8,502,500	8,502,500

Scale : Estimate

City of Clive, Iowa **EXHIBIT 7**

Proposed General Obligation Corporate Purpose Bonds, Series 2030A

2030A CIP Projects

SOURCES & USES

SOURCES	
Par Amount of Bonds	5,620,000.00
Accrued Interest	
Other Monies	
Total Sources	5,620,000.00
USES	
Deposit to Construction Account	5,500,000.00
Reserve Account Deposit	
Capitalized Interest Account	
Municipal Bond Insurance	
Underwriters' Discount ($10.00 per bond)	56,200.00
Costs of Issuance	61,500.00
Accrued Interest	
Rounding Amount	2,300.00
Total Uses	5,620,000.00
ASSUMPTIONS	
Dated Date	6/1/2030
Delivery Date	6/1/2030
First Interest Date	12/1/2030
First Principal Date	6/1/2031
Last Principal Date	6/1/2045
YIELD CALCULATIONS	
Arbitrage Yield	5.00011%
TIC	5.12688%
AIC	5.28156%
Average Life	10.26 Years

DEBT SERVICE SCHEDULE

	Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
	12/1/2030			140,503	140,503	
1.0	6/1/2031	0	5.000%	140,503	140,503	281,006
	12/1/2031			140,503	140,503	
2.0	6/1/2032	0	5.000%	140,503	140,503	281,006
	12/1/2032			140,503	140,503	
3.0	6/1/2033	135,000	5.000%	140,503	275,503	416,006
	12/1/2033			137,128	137,128	
4.0	6/1/2034	150,000	5.000%	137,128	287,128	424,256
	12/1/2034			133,378	133,378	
5.0	6/1/2035	250,000	5.000%	133,378	383,378	516,756
	12/1/2035			127,128	127,128	
6.0	6/1/2036	405,000	5.000%	127,128	532,128	659,256
	12/1/2036			117,003	117,003	
7.0	6/1/2037	425,000	5.000%	117,003	542,003	659,005
	12/1/2037			106,377	106,377	
8.0	6/1/2038	445,000	5.000%	106,377	551,377	657,755
	12/1/2038			95,252	95,252	
9.0	6/1/2039	470,000	5.000%	95,252	565,252	660,504
	12/1/2039			83,502	83,502	
10.0	6/1/2040	490,000	5.000%	83,502	573,502	657,004
	12/1/2040			71,252	71,252	
11.0	6/1/2041	515,000	5.000%	71,252	586,252	657,503
	12/1/2041			58,376	58,376	
12.0	6/1/2042	540,000	5.000%	58,376	598,376	656,753
	12/1/2042			44,876	44,876	
13.0	6/1/2043	570,000	5.000%	44,876	614,876	659,752
	12/1/2043			30,626	30,626	
14.0	6/1/2044	600,000	5.000%	30,626	630,626	661,251
	12/1/2044			15,625	15,625	
15.0	6/1/2045	625,000	5.000%	15,625	640,625	656,251
	12/1/2045					
16.0	6/1/2046		5.000%			
	12/1/2046					
17.0	6/1/2047		5.000%			
	12/1/2047					
18.0	6/1/2048		5.000%			
	12/1/2048					
19.0	6/1/2049		5.000%			
	12/1/2049					
20.0	6/1/2050					
		5,620,000		2,884,063	8,504,063	8,504,063

Scale : Estimate

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Fire Chief Clay Garcia		Major Capital Equipment		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Updated Project		ADM-4	810	
PROJECT TITLE		**CORE PROGRAM**		
Fire Engine 321 Replacement		Public Safety		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
9/30/25		Capital Equipment Plan		

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	9/30/25

This is for the replacement of fire apparatus Engine 321 due to meeting its useful life for a fire engine of 17 years. Due to the size of the purchase ($1.3 million) this equipment replacement meets the policy threshold for a piece of equipment to be funded by the City's debt service levy.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

The need to replace Engine 321 is for FY 2030. However, the financing and planning/specifications for the apparatus replacement will need to take place ahead of that fiscal year as it takes 24-36 months to acquire a new fire engine/pumper. Fire Department personnel are working on the specification process starting in FY 2026 for potential ordering in FY 2027.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Cost of replacement estimated by Fire Chief	$1,300,000	9/30/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:		Fiscal Year Basis- July 1, 2024-June 30, 2025 = FY 2025				
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Equipment Acquisition					$1,300,000	
Total Costs					**$1,300,000**	
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2028-2029**	**2030-2031**
General Obligation Bonds					1,300,000	
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other:						
Total Internal Funding					$1,300,000	
TOTAL FUNDING:					**$1,300,000**	

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER	PROJECT TYPE
City Manager's Office/Pete DeKock	Stormwater
NEW/UPDATED PROJECT	**PROJECT/FUND/ACTIVITY #**
Ongoing	ADM-05 #332
PROJECT TITLE	**CORE PROGRAM**
Annual Soil Quality Restoration Cost-Share Program	Promote stormwater management awareness and best practices; improve stormwater infiltration.
DATE CREATED/DATE UPDATED	**STRATEGY, PLAN, OR STUDY**
10/17/2025	

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:

Promote stormwater management awareness and best practices among Clive property owners and improve the ability of soil across the city to catch and infiltrate stormwater where it lands, thereby decreasing stress on other parts of the city-wide stormwater management system.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Funding from the Clive water utility. Interested property owners are put on a running waiting list. Property owners indicate their interest in the program in April/May; notice to bidders is sent in June; bids are received, and a contractor is selected in July. Property owners receive their proposed costs and secure their place in the program by submitting payment in August. SQR installations are completed in September. External funding is sought as available; however, in the long term, the program is designed to be funded by the water utility.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Annual implementation	$50,000	9/2025

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
Property Owner Coordination by Developer	Impacted Property Owners	Ongoing through Construction
Phone, email, text, virtual and on-site meetings as needed from August through October; communications supported by City Staff	Approximately 80 households/year	Yes

PROJECT FINANCING: **Fiscal Year Basis- July 1, 2025-June 30, 2026 = FY 25/26**

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services	$50,000	$50,000	$50,000	$50,000	$50,000
Easement/Land					
Developer Reimbursement					
Total Costs	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**

REVENUES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other: Property Owners Share	$50,000	$50,000	$50,000	$50,000	$50,000
Total External Funding	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water	$50,000	$50,000	$50,000	$50,000	$50,000
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand					
Other:					
Total Internal Funding	**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**
TOTAL FUNDING:	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER	PROJECT TYPE
City Manager's Office/Pete Dekock	Stormwater
NEW/UPDATED PROJECT	**PROJECT/FUND/ACTIVITY #**
Ongoing	ADM-06 #358
PROJECT TITLE	**CORE PROGRAM**
Annual Tree Sale	Promote stormwater management awareness and best practices; improve stormwater infiltration.
DATE CREATED/DATE UPDATED	**STRATEGY, PLAN OR STUDY**
10/10/2024	

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:

Promote stormwater management awareness and best practices among Clive property owners. Improve the ability of soil across the city to catch and infiltrate stormwater where it lands, thereby decreasing stress on other parts of the city-wide stormwater management system. Improve the resilience of Clive's urban tree canopy.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Funding from the Clive stormwater utility. This is a cost-share program, with participants paying a significantly discounted price for a high-quality tree. In 2025, trees were sold for $75 each, approximately half of the actual tree cost. Interested property owners are put on a running waiting list. Participants select their tree and secure their place in the program by making payments in April. Trees are available for pickup on a specified date(s) in May. External funding is sought as available.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Annual implementation	$10,000	10/2024

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
Property Owner Coordination by Developer	Impacted Property Owners	Ongoing through Construction
All communications are managed by city staff	50-60 per year	Yes

PROJECT FINANCING: **Fiscal Year Basis- July 1, 2025-June 30, 2026 = FY 25/26**

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services	$10,000	$10,000	$10,000	$10,000	$10,000
Easement/Land					
Developer Reimbursement					
Total Costs	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					

State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:	$3750	$3750	$3750	$3750	$3750
Total External Funding	**$3750**	**$3750**	**$3750**	**$3750**	**$3750**
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater	$10,000	$10,000	$10,000	$10,000	$10,000
Other: Cash on Hand					
Other:					
Total Internal Funding	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**
TOTAL FUNDING:	**$13,750**	**$13,750**	**$13,750**	**$13,750**	**$13,750**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER	PROJECT TYPE
City Manager's Office/Pete DeKock	Stormwater
NEW/UPDATED PROJECT	**PROJECT/FUND/ACTIVITY #**
Ongoing	ADM-07 #357
PROJECT TITLE	**CORE PROGRAM**
Stormwater Assistance Program (SwAP)	Promote stormwater management awareness and best practices; improve stormwater infiltration, conveyance, and water quality
DATE CREATED/DATE UPDATED	**STRATEGY, PLAN, OR STUDY**
09/30/2025	
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	**DATE SCOPE APPROVED BY CM:**

Promote stormwater management awareness and best practices among Clive property owners. Improve stormwater conveyance, infiltration, and water quality throughout Clive.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Funding from the Clive stormwater utility. This is a cost-share program, with participants receiving grants of various amounts depending on the scope of their project and other program requirements. Grant requests are taken on a rolling basis. Eligible applications are funded first-come-first-serve until all funding is used in a fiscal year. In FY24, FY25, and FY26, all allocated funding was used ($10,000 each of those years)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Annual implementation	$10,000	9/2025

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
Property Owner Coordination by Developer	Impacted Property Owners	Ongoing through Construction
All communications are managed by city staff	10-15 grants per year	Yes

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2025-June 30, 2026 = FY 25/26				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services	$10,000	$10,000	$10,000	$10,000	$10,000
Easement/Land					
Developer Reimbursement					
Total Costs	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					

Federal Grant					
Local Grant					
Other: Fundraising					
Other:		Variable	Variable	Variable	Variable
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater	$10,000	$10,000	$10,000	$10,000	$10,000
Other: Cash on Hand					
Other:					
Total Internal Funding					
TOTAL FUNDING:	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Community Development/Doug Ollendike		Flood Mitigation		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Updated		CD-01	#342	
PROJECT TITLE		**CORE PROGRAM**		
University Boulevard Flood Mitigation Plan Implementation		Provide Public Safety		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/2021	10/2025	University Boulevard Flood Mitigation Plan		

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	
The primary purpose of the project is to reduce the adverse impacts of riverine flooding in the University Boulevard neighborhood area. This area lies northwest of the confluence between Walnut Creek and North Walnut Creek. The area has been subjected to repetitive flood events and the current Flood Mitigation Plan outlines property buyouts as the primary mitigation strategy.		

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

University Flood Mitigation Plan Approved- 2022

Residential buildings acquired to date- 22
Residential buildings remaining to be acquired- 13

Commercial buildings acquired to date- 5
Commercial buildings remaining to be acquired- 15

Grant Funding Secured
2022 HMGP- $500K (1 commercial building)- 0% match required
2023 FMA- $14M (4 commercial buildings)- 0% match required

Grant Funding In-process
2024 HMGP- $3.5M (2 commercial building)- 15% match required

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
2022 HMGP (7705 Univ) Acquistion/Demolition	$500K	9/2022
2023 FMA (8000/7975/7985 Univ) Acquisition/ Demolition	$14M	9/2024
2024 HMGP	$3.5M	9/2025
2026 Local Buyouts	$550K	9/2026

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
Individual Property Owner Engagement	Buyout Candidates	On-going
University Boulevard Neighborhood	General	Mid-Year 2026

PROJECT FINANCING: **Fiscal Year Basis- July 1, 2024-June 30, 2025 = 2024-2025**

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services					
Easement/Land	$16,050,000	$550,000	$550,000	$550,000	$550,000
Construction	$2,000,000				
Total Costs	**$18,050,000**	**$550,000**	**$550,000**	**$550,000**	**$550,000**
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant	$16,975,000				
Local Grant					
Other: Fundraising					
Other:					
Total External Funding	**$16,975,000**				
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds	$1,050,000		$550,000	$550,000	$550,000
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand #342	$525,000	$550,000			
Other:					
Total Internal Funding	**$1,575,000**	**$550,000**	$550,000	$550,000	$550,000
TOTAL FUNDING:	**$18,050,000**	**$550,000**	**$550,000**	**$550,000**	**$550,000**

10/25- Fund Balance = $2,325,353 Maintain Until 2023 FMA Grant Secured

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Community Development/Doug Ollendike		Streets (STR)		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
New		CD-2	#345	
PROJECT TITLE		**CORE PROGRAM**		
Emerald Isle Drive Reconstruction		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
10/8/2024	10/13/2025	Development Agreement		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

In support of the Silverstar Plat 1 Development Agreement, the capital funding would facilitate the construction of Emerald Isle Drive from Hickman Road to the current terminus at the Iowa Trust and Saving Bank property. The developer will be constructing the typical urban roadway improvements and upon acceptance of the improvements, the City will reimburse the developer for half of the improvement costs

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Construction began in the spring 2025 and will be substantially completed in the fall 2025. Reimbursement to the developer will need to be made within 30 days following acceptance of the public improvements.

A portion of the reimbursed amount (assumed $675,000) maybe be able to be collected through future development agreements with benefitted property owners. The percentage/amounts are not currently known and are therefore not identified on this sheet.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Design and Construction	$1.3M	10/2024

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
Property Owner Coordination by Developer	Impacted Property Owners	On-going through Construction

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2024-June 30, 2025 = FY 24/25				
EXPENSES:	**FY 24/25**	**FY 25/26**	**FY 26/27**	**FY 27/28**	**FY 28/29**
Professional Services					
Easement/Land					
Developer Reimbursement	$670,000				
Total Costs	**$670,000**				
REVENUES:	**FY 24/25**	**FY 25/26**	**FY 26/27**	**FY 27/28**	**FY 28/29**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding:	**FY 24/25**	**FY 25/26**	**FY 26/27**	**FY 27/28**	**FY 28/29**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand	$670,000				
Other:					
Total Internal Funding	**$670,000**				
TOTAL FUNDING:	**$670,000**				

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Community Development/Doug Ollendike		Long Range Planning		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
New		CD-03		
PROJECT TITLE		**CORE PROGRAM**		
Comprehensive Plan				
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 10/25		2016 Comprehensive Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	**DATE SCOPE APPROVED BY CM:**			
Update the City's development planning framework to provide a long-term blueprint for the communities shared vision, goals and objectives. The plan guides decision-making for land use, public facilities, and services to ensure organized, sustainable and balanced growth.				

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Internal Analysis (18 months)	Staff	2027-2028
RFP Process (6 months)	Staff	Summer 2028
Plan Development (12 months)	$500,000	2029-2030

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
TBA		

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2024-June 30, 2025 = 2024-2025				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services			$500,000		
Easement/Land					
Construction					
Total Costs			**$500,000**		
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds			$500,000		
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand #342					
Other:					
Total Internal Funding			$500,000		
TOTAL FUNDING:			**$500,000**		

10/25- Fund Balance = $2,325,353 Maintain Until 2023 FMA Grant Secured

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER	PROJECT TYPE
Community Development/Doug Ollendike	Redevelopment
NEW/UPDATED PROJECT	**PROJECT/FUND/ACTIVITY #**
New	CD-04
PROJECT TITLE	**CORE PROGRAM**
86th Street/Alice Avenue Redevelopment Pre-Development	
DATE CREATED/DATE UPDATED	**STRATEGY, PLAN OR STUDY**
Created 10/25	86th Street Neighborhood Plan

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:
Acquisition of property and clearing of existing site improvements to create buildable redevelopment site at the corner of NW 86th Street and Alice Avenue. Project also includes a series of pre-development analysis efforts (market, site design, building design, city utility, Mid-Am utility, roadway, SWM) necessary to understand opportunities and challenges for achieving urban multi-story building development on this site.	

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Property Acquisition	$415,000	Fall 2025
Building/Site Demolition	$35,000	Spring 2026
Professional Services	$50,000	Spring-Summer 2026

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2024-June 30, 2025 = 2024-2025				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services	$50,000				
Easement/Land	$415,000				
Construction	$35,000				
Total Costs	**$500,000**				
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding	**$0**				
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand #339	$500,000				
Other:					
Total Internal Funding					
TOTAL FUNDING:	**$500,000**				

Internal Note: Should be able to leverage #342/#382 cash on hand as means of immediate cash-flow management if acquisition occurs before next bond issuance (funds should be recapitalized)

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Community Development/Doug Ollendike		Housing Preservation		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
New		CD-05		
PROJECT TITLE		**CORE PROGRAM**		
Housing Preservation Program				
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 10/25		Comprehensive Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	**DATE SCOPE APPROVED BY CM:**			
Initial capitalization of 5-year Housing Preservation Program. Specific program initiatives are TBD.				

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Program Goals	Staff Time	Spring-Summer 2026
Program Partnerships	Staff Time	Summer-Fall 2026
Program Implementation	$100K per year	2027-2031

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2024-June 30, 2025 = 2024-2025				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services					
Easement/Land					
Construction	$500,000				
Total Costs	**$500,000**				
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding	**$0**				
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds	$500,000				
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand	$500,000				
Other:					
Total Internal Funding					
TOTAL FUNDING:	**$500,000**				

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-01	#391	
PROJECT TITLE		**CORE PROGRAM**		
Annual Greenbelt Trail Improvements		Distinctive Clive Greenbelt, Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The proposed projects for the annual greenbelt trail improvements are the rehabilitation of two neighborhood trail connections including the 101st Street and the Rio Valley trail connections and the replacement of the Rio Valley Trail bridge across Walnut Creek.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
Engineering services for bridge design and permitting will be sought in early 2026. Construction is still planned for 2027-2028.

Project Update – October 2024
City engineering staff will likely take the lead in the design of this project, but they will still need outside engineering assistance for the design of the bridge replacement and the modeling of the floodplain impacts from the project. Project will likely kick off in early 2025.

Project Update - December 2023
This project will kickoff in 2024 with design of the trail and bridge improvements. The existing Rio Valley bridge will likely need to be moved to a new location due to the current location of the bridge at a bend in Walnut Creek.

Potential bridge design concepts are being evaluated for this bridge and other future bridges on the city's trails.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Hire engineering design team in early 2026	$150,000	2026

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
Professional Services						
Easement/Land						
Construction			$1,500,000			
Total Costs			**$1,500,000**			
REVENUES:		**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
General Obligation Bonds			$1,500,000			
LOSST: PC or DC	$130,000					
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd	$20,000					
Other: Donations						
Total Internal Funding			$1,500,000			
TOTAL FUNDING:	**$150,000**		**$1,500,000**			

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-05	#374	
PROJECT TITLE		**CORE PROGRAM**		
Greenbelt Landing		Great Place to Live: The Premier Location for Families, Distinctive Clive Greenbelt		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The Greenbelt Landing project is a approximately $10,600,000 project to improve the area surrounding the Clive Aquatic Center. This project was identified as part of the Greenbelt Master Plan and is the first of the Greenbelt Triad projects to begin implementation.

The proposed plan for Greenbelt Landing is shown in the image below:



The Greenbelt Landing project aims to enhance a portion of the Clive Greenbelt and create outdoor space for gathering while being ecologically responsible. The park sits on nearly twenty acres of green space along Walnut Creek and is home to the Clive Aquatic Center, a community building, and a fishing pond. The project includes the construction of a wetland and wetland walk, bio-swales as well as streambank stabilization of Walnut Creek throughout the project. Along with these improvements to the health of the water system, we will be including natural vegetation to create healthy ecosystems.

The project elements also include multiple water access entrances, fishing points, seating, a fully accessible fishing pier, an accessible water trails access point to Walnut Creek, and other ways to

encourage natural investigation and learning. Amenities and spaces will be designed to integrate with natural surroundings for aesthetic and educational purposes.

Permanent structures like the concert stage and the renovated community building will help attract new and returning visitors to the area. These spaces make it easier to plan and advertise for out-of-the-area visitors and entice entities from within and beyond Clive's borders to investigate and make use of the space. We hope to bring concerts, plays, and a variety of outdoor, community-access events. The space allows for a larger and wider variety of activities, bringing in new performers, and first-time and return visitors.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
Project construction is nearly 70% completed. A majority of construction will be completed by January 2026 with the remaining to be completed by June 2026.

Project Update – October 2024
All construction projects have been awarded, groundbreaking will occur on October 16, 2024. All permits have been received. The only outstanding item is clearance from the EPA for the wetland and stormwater components of the project.

Project Update – July 2023
Final site plan has been submitted to the City for consideration at the Dec 7, 2023 Plan and Zoning Commission meeting and the December 14, 2023 City Council meeting.

Plans have also been submitted to the Army Corps and Iowa DNR for permitting.

Final design is 80% complete and bidding is currently targeted for April 2024 pending permit approvals.

A contract was recently approved to hire DCI Group for be the City's Construction Manager at Risk for the project.

Project Update – July 2023
Progress of the project continues with the site plan still progressing through the approval process and has recently been submitted to the DNR and Army Corps for appropriate permitting.

Funding is closing in on the amount needed for the construction of the project. Recent grant and donation awards include:

- ICON/Mid-American Water Trail Access - $125,000
- ICON/Bravo Public Art Grant - $100,000
- Polk County ARPA - $500,000 (still to be finalized)
- Variety Playground Donation - $850,000 value
- GreenState Credit Union - $30,000 ($15,000 already received by City)
- Clive Lions Club Pledge - $5,000

Bidding is slated for the fall of 2023 with construction anticipated to start as early as October 2023.

Project Update - November 2022
Detailed information about the estimated project costs and funding can be accessed here:

Greenbelt Landing Funding.xlsx

This file is continually updated in order to track the progress of the project and to ensure funding is used in the appropriate locations.

Project update as of November 15, 2022:
Smithgroup continues to prepare the site plan for a final submittal in early 2023, likely in January.

The city will need to approve a contract amendment with Smithgroup to complete the design documents for the entire project since the project was combined into one phase for construction. Staff anticipates getting the amendment in December and will have it ready for Council approval in January. At that same meeting, staff will provide the Council with an update regarding the project funding and design.

Fundraising continues to occur with multiple asks lined up for November and December. Two grant applications have been submitted in late October with several more submittals planned for early 2023.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE:
(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Smithgroup	$598,300	July 2020
Smithgroup – Contract amendment	TBD	January 2023

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31
Professional Services	$20,000				
Easement/Land					
Construction	$200,000				
Total Costs	**$220,000**				
REVENUES:	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					

Total External Funding						
Internal Funding:	**Carry Over**	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash On Hand	$220,000					
Other: Donations						
Total Internal Funding						
TOTAL FUNDING:	**$220,000**					

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-08	#386	
PROJECT TITLE		**CORE PROGRAM**		
Alice's Road Park		Distinctive Clive Greenbelt, Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Northwest Neighborhoods Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Development of a neighborhood park for an approximately 20-acre parcel along the west side of Alice's Road and north of North Walnut Creek. This parcel is contiguous to the Little Walnut Creek Greenbelt. The east five acres of the site will be considered for a demonstration project for affordable housing. Also, a regional trail connection will likely be constructed just south of the site prior to the construction of this park starting in 2027.

The conceptual plan for the Alice's Road Park site is below:



PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
No additional updates since last year.

Project Update – October 2024
Restoration of the parts of this future park that do not contain active park elements under the conceptual plan will be restored as part of the Little Walnut Creek Greenbelt restoration.

Project Update – December 2023
Funding for design is not available until 2028 with construction planned following design.

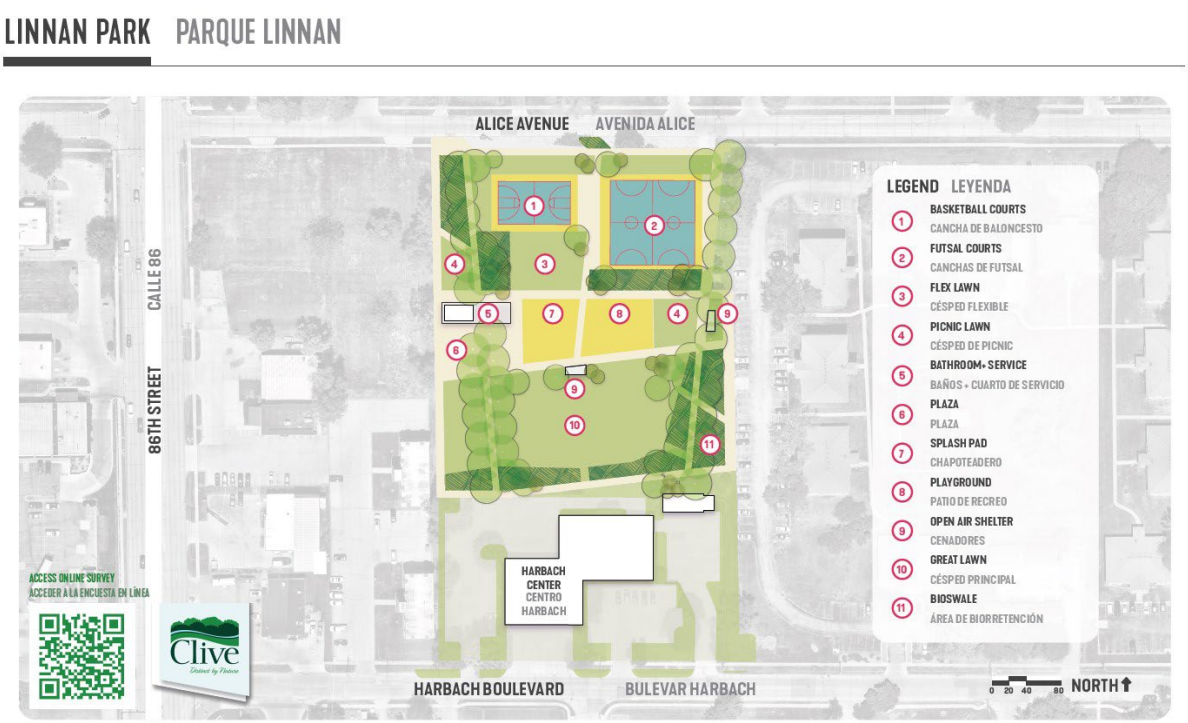
PROJECT PHASES/ESTIMATED COSTS/SCHEDULE:

(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS			**COST ESTIMATES**		**DATE**	
Hire design team			$200,000		Late 2026/early 2027	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			**STAKEHOLDERS**		**DATE/PHASE**	
Neighborhood Input					Spring 2027	
PROJECT FINANCING:						
EXPENSES:		**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
Professional Services				$200,000		$300,000
Easement/Land						
Construction						$3,000,000
Total Costs				**$200,000**		
REVENUES:		**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
General Obligation Bonds				$200,000		
LOSST						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding						
TOTAL FUNDING:				**$200,000**		**$3,300,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-09	#387	
PROJECT TITLE		**CORE PROGRAM**		
Linnan Park Improvements		Great Place to Live: The Premier Location for Families, Revitalized 86th Street Neighborhoods		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	86th Street Neighborhood Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

October 2024 – Updated Park Plan



November 2022 – Initial Project Overview

The purpose of this project is to begin the implementation of the 86th Street neighborhood plan. The most visible element of this project will be the construction of improvements to Linnan Park as identified in the conceptual park master plan that was completed as part of the 86th Street Neighborhood Plan. It is anticipated that implementation of the entire plan will need to be done in multiple phases and the elements proposed for implantation in Phase 1 include a new picnic shelter/restroom building, playground, spray ground, skate elements, and associated site amenities.

In addition to the Linnan Park implementation, there are several other project elements that will be bundled together when finding a design team for the park. Additional project elements that the City will be wanting design services for include:

- Evaluate the two sub-watersheds that are identified on the map below to develop a stormwater management solution for the redevelopment of Linnan Park, Harbach Blvd, and future development parcels adjacent to Linnan Park
- Development of trail concept between Linnan Park and the Greenbelt Trail. Concepts should include trail alignment, wayfinding, and connectivity elements that create a safe and attractive trail connection for this neighborhood to connect to the larger Clive Greenbelt Trail
- Harbach Blvd, Phase 2 Conceptual Design – Conceptual design to focus on the development of stormwater management for this phase of street reconstruction. Focus on parking configuration related to Harbach center parking and the possibility of on-street parking within the constraints that come with maximizing the availability of parking along the street.

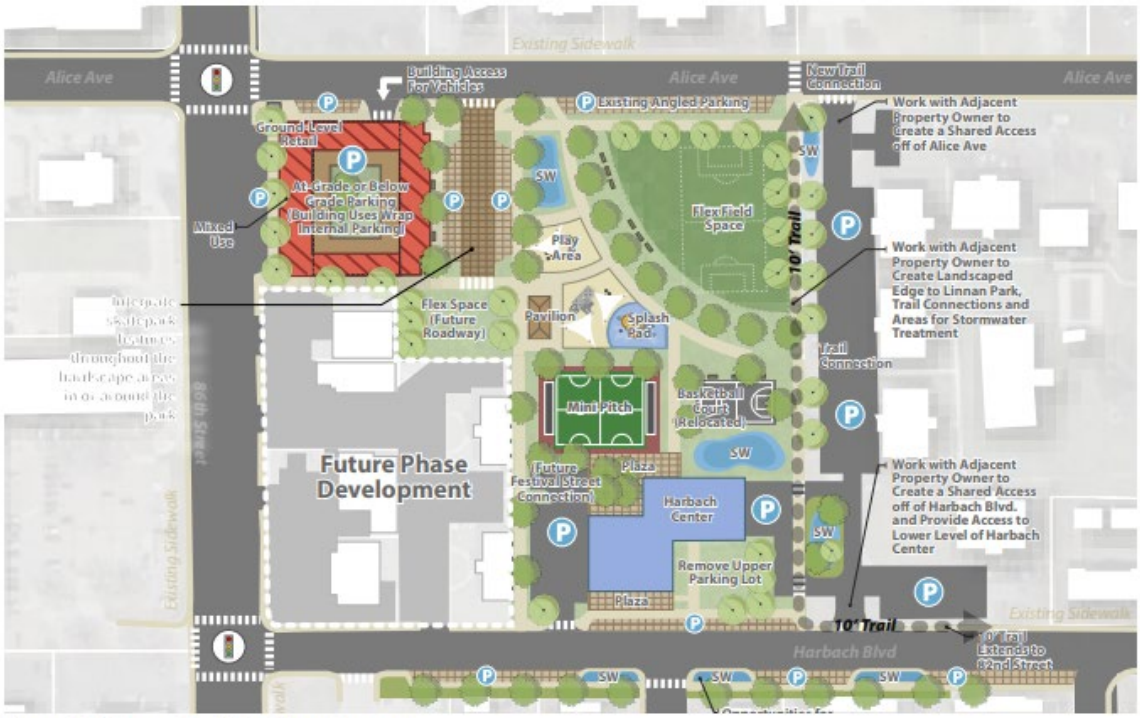


Figure 6.2 - Linnan Park Near-Term Concept

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025

Construction started in July 2025 and is expected to be completed by May 28, 2026. Most funding will be expended in the current fiscal year, but some expenses associated with project closeout may continue in the next fiscal year.

Project Update – October 2024

The total scope of Phase 1 improvements to the park are now estimated at $5,000,000 in construction costs. The project is anticipated to be bid in April 2025 with construction starting in May and completed by May 2026.

December 2023 – Project Update
Smithgroup has presented staff with multiple concepts for the park. Staff selected one concept for further refinement which will be presented to the City Council at the first meeting in January 2024.

Phase 1 improvements are planned to start as early as October 2024, but more realistically will start construction in early 2025.

Design Contract - City Council is anticipated to approve a contract with Smithgroup at their July 13 meeting to undertake the work for this project. Their contract will be for $390,490 and should the contract be approved work is anticipated to get started in August 2023.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)		
PHASES/TASKS/APPROVED CONTRACTORS	**COST ESTIMATES**	**DATE**
RFP for Design Team	$150,000	February 2023
Smithgroup contract	$390,490	July 2023
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**

PROJECT FINANCING:						
EXPENSES:		**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
Professional Services		$30,000				
Easement/Land						
Construction		$100,000				
Total Costs		**$130,000**				
REVENUES:		**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**FY 26/27**	**FY 27/28**	**FY 28/29**	**FY 29/30**	**FY 30/31**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash On Hand		130,000				
Total Internal Funding						
TOTAL FUNDING:		**$130,000**				

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CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Sidewalk/Trails		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-10	#369	
PROJECT TITLE		**CORE PROGRAM**		
Campbell Bridge Replacement		Distinctive Clive Greenbelt, Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Clive Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The purpose of this project is to replace the existing trail bridge across Walnut Creek in Campbell Park. The project will also rehabilitate the Greenbelt Trail between 114th Street and the bridge site



because 114th Street will be the best access to the bridge site for contractors.
The following concept was developed for the bridge replacement as part of the Greenbelt Master Plan and will be used as a starting point for the design process. In addition, this project links to the Campbell Park Master Plan project.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
No additional updates in the last year.

Project Update – October 2024
This project sheet will be combined with the Campbell Park master plan sheet and the funding for the Campbell Park master plan will be rolled into this project. The first project will be the update to Campbell Park's Master Plan and the second will be the design and construction of the new trail bridge. Approximately $32,000 in funding from the park account should be transferred to this account and the proposed expenditures for the master plan update are shown below.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: **(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)**						
PHASES/TASKS/APPROVED CONTRACTORS			**COST ESTIMATES**		**DATE**	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			**STAKEHOLDERS**		**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services			$100,000	$300,000		
Easement/Land						
Construction					$200,000	$2,500,000
Total Costs						
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds			$100,000	$300,000	$200,000	1,250,000
LOSST						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other:						
Other: Donations/Grants						1,250,000
Total Internal Funding						
TOTAL FUNDING:			**$100,000**	**$300,000**	**$200,000**	**$2,500,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-11	#366	
PROJECT TITLE		**CORE PROGRAM**		
Porter Shelter Improvements		Distinctive Clive Greenbelt, Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Clive Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The Porter Shelter improvements are proposed to be the second of the Greenbelt Triad projects. The proposed project includes a new open-air picnic shelter with restrooms, natural playscape, trail improvements, and parking improvements. Possibilities exist for synergy with the Horizon Event Center and the adjacent church for improved access to the site and the potential to plan for an extension of Swanson Blvd.

The proposed plan for Porter Shelter can be seen below:



PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
No additional updates in the past year. This project will become a priority following the completion of Greenbelt Landing and Linnan Park.

Project Update – October 2024
It is proposed to push the proposed construction funding from FY2027 to FY2028 per the CIP discussion with the City Manager as part of the CIP plan development. The design funds are already in the account and design is proposed to start

Project Update – December 2023

Due to the current condition of the shelter facility and the time before funding becomes available for reconstruction of the site staff has allocated $10,000 in operating budget funds to re-roof the shelter/restroom building to keep it functional for several more years.

Project Update – July 2023
Currently funding is available for further concept development and design of the project, but due to work load and other projects this has not started. Consideration for starting some work to better understand this site and how it works with planned future improvements with the Horizon Event Center and the adjacent church are being considered for future work of the economic vitality committee, but is unlikely to start before the fall/winter of 2023 and more likely not before early 2024 due to staff work loads.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE:
(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services	$200,000		$200,000		
Easement/Land					
Construction			$2,800,000		
Total Costs			**$3,000,000**		

REVENUES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					

Internal Funding:	Carry Over	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
General Obligation Bonds				$2,000,000		
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd		$200,000		$500,000		

Other: Donations				$500,000		
Total Internal Funding						
TOTAL FUNDING:		**$200,000**		**$3,000,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-12	#	
PROJECT TITLE		**CORE PROGRAM**		
Shuler Pond Park		Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- 10-2025	Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Development of a neighborhood park at the southwest corner of Berkshire Parkway and Douglas Avenue. The conceptual plan was created in 2019 and will need to be updated/finalized before construction is started. Further work on the project will not commence until 2027 when funding is planned for the design of the park improvements based on the conceptual plan.

Some elements of the park will be completed with surrounding developments as they are approved for construction.

The conceptual plan for the park is shown below:



PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
Work related the Alice's Road project will impact this site due to the stormwater requirements for the road. Master planning work for the future park will be key to success of the park and stormwater management.

Project Update – October 2024
No new updates.

Project Update – December 2023

No new updates.

Project Update – July 2023
A small section of trail was constructed along the south and east sides of the pond as part of the Meadowview Senior Housing project to the south of the park. No other improvements are planned in the near future until funding for the park becomes available.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE:
(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Park design	$50,000	2026

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services		$50,000	$50,000		
Easement/Land					
Construction			$300,000		
Total Costs					

REVENUES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					

Internal Funding:	Carry Over	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
General Obligation Bonds			$50,000	$350,000		
LOSST						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding						
TOTAL FUNDING:			**$50,000**	**$350,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-14	#	
PROJECT TITLE		**CORE PROGRAM**		
82nd Street Trail		Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	86th Street Neighborhoods Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Development of a trail between Harbach Blvd and the Clive Greenbelt Trail. The proposed trail would follow old ROW along what would have been 82nd Street. Funding has been programmed to design the trail but that may not be needed if Engineering decides to design the trail. The design process is to be determined by the end of October 2024. If Engineering does undertake the design, no design funding will be needed. Funding for construction will be planned as part of the CIP process that will be conducted in the fall of 2025.

Trail OPC: $600,000

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025

Project was not prioritized by the City Council as part of strategic planning. Some property acquisitions have taken place in the past year due to an opportunity was part of a parcel that was being platted. Account is $30,000 in the hole due to that unplanned acquisition.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services		$210,000			
Easement/Land					
Construction			$600,000		
Total Costs		**$210,000**	**$600,000**		
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**

External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds			$210,000	$600,000		
LOSST						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash on Hand						
Other: Donations						
Total Internal Funding						
TOTAL FUNDING:			**$210,000**	**$600,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Land		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-15	#375	
PROJECT TITLE		**CORE PROGRAM**		
Greenbelt Land Acquisitions		Distinctive Clive Greenbelt		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Clive Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The primary purpose of this project is the acquisition of additional land along the greenbelt. Wherever possible this project will be opportunistic and try to acquire land along with development, but at other times funding will be needed for acquisition. Also, grants will be partnered wherever possible to maximize city funding for acquisitions.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025

Doug Ollendike and Richard Brown are prioritizing future greenbelt acquisitions with the goal of being prepared to write a REAP grant in August 2026 to match the city's contribution for the first prioritized acquisitions.

Project Update – October 2024

Doug Ollendike and Richard Brown are preparing a document to identify and prioritize future greenbelt acquisitions with the goal of being prepared to write a REAP grant in August 2025 to match the city's contribution for the first prioritized acquisitions.

Project Update - July 2023:

Looking at the possibility of submitting a REAP grant for several land acquisitions along Walnut Creek east of 100th Street and west of I-35/80 for a potential total amount of land acquisitions of 10-15 acres.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land		$250,000	$250,000	$250,000	$250,000	$250,000
Construction						
Total Costs						
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant		$125,000	$125,000	$125,000	$125,000	$125,000
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding		$125,000	$125,000	$125,000	$125,000	
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds		$125,000	$125,000	$125,000	$125,000	$125,000
LOSST	$125,000					
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd		$125,000	$125,000	$125,000	$125,000	$125,000
Other: Donations						
Total Internal Funding		$125,000	$125,000	$125,000	$125,000	$125,000
TOTAL FUNDING:	**$125,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-16	#342	
PROJECT TITLE		**CORE PROGRAM**		
78th Street Temporary Park		Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	University Boulevard Neighborhood Flood Mitigation Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

This project will construct "temporary" park improvements on the existing city-owned property that has been acquired as part of the University Blvd Neighborhood Flood Mitigation Plan. The temporary park uses will be focused on the largest grouping of properties owned by the city on the east and west sides of 78th Street. Potential uses being investigated include soccer fields, community gardens, disc golf, mountain bike skills tracks, etc.

The image below shows the properties that are currently owned by the city and can be used for temporary park uses. It is anticipated that additional properties will be purchased in the coming year and can be used for park uses.



PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2024
The concept for this will be presented at the October 24, 2024, City Council meeting. Construction of improvements is proposed to be completed in two phases with the first phase starting in early 2024. The second will start following the removal of the buildings on the property currently owned by Briggs.

Project Update - December 2023
A design contract with McClure to develop concepts for this temporary park space will be considered by the City Council at their December 2023 meeting.

Project Update – July 2023
Staff is working with McClure Engineering to develop a scope of services to for conceptual design of temporary park improvements

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: **(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)**						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
McClure Engineering – Concept Development		$35,000			12-2023	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$50,000		$40,000		
Total Costs		**$50,000**		**$40,000**		
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash on Hand	$200,000	$50,000		$40,000		
Other: Donations						
Total Internal Funding						
TOTAL FUNDING:		**$50,000**		**$40,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		LS-18	#384	
PROJECT TITLE		**CORE PROGRAM**		
Rio Valley Park Improvements		Great Place to Live: The Premier Location for Families		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created- 11/2022	Updated- October 2025	Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The proposed project would be for the improvement of Rio Valley Park. The park currently consists of three small play areas and a walking trail that connects to the Greenbelt Trail. All of the park elements are beyond their intended lifespan and need to be replaced.

Also, this is related to one of the projects identified in the Annual Greenbelt Trail Improvements. The Rio Valley Trail connection is planned to be rehabilitated in 2025 which would coincide with the proposed work to improve Rio Valley Park in 2026.



PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025
There is currently $75,000 available for design work on this project. It is anticipated that a design team will be hired in the late spring of 2026 with construction planned for 2027.

Project Update – October 2024
Per discussion with City Manager as part of the CIP development process it is proposed to move the design funding to FY2026 and the construction funding to FY2027. The proposed expenditures below reflect that discussion.

Project Update - July 2023
No updates or work on this project are planned for a couple of years until funding becomes available.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE:

(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$75,000				
Easement/Land						
Construction			$750,000			
Total Costs						
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds		$75,000	$750,000			
LOSST						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants						
Other: Donations						
Total Internal Funding		$75,000	$750,000			
TOTAL FUNDING:		**$75,000**	**$750,000**			

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE			
Leisure Services/Richard Brown		Park Facilities			
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**			
New		LS-20			
PROJECT TITLE		**CORE PROGRAM**			
Indian Hills Jr High – Park Development		Great Place to Live: The Premier Location for Families			
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**			
October 2025	October 2025	City Council Strategic Plan and Greenbelt Master Plan			
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**			
Development of a joint city and school district park space on the open space at Indian Hills Jr High School.					

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025

Initial work would be to do a master plan for the space. Prioritized by City Council Strategic Planning, but likely dependent on the West Des Moines Schools bond issue in November 2025. Estimated costs for master plan are $150,000 to be shared with West Des Moines Schools.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Master Plan	$150,000	10/2026

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services	$150,000				
Easement/Land					
Developer Reimbursement					
Total Costs	**$150,000**				
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					

Local Grant					
Other: Fundraising					
Other: WDMCSD	$75,000				
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand					
Other:					
Total Internal Funding	**$75,000**				
TOTAL FUNDING:	**$150,000**				

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Leisure Services/Richard Brown		Park Facilities		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
New		LS-21		
PROJECT TITLE		**CORE PROGRAM**		
Karp Park Glow Trail		Distinctive Clive Greenbelt		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
October 2025	October 2025	Greenbelt Master Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

This would be to resurface the existing trail between Greenbelt Landing and Karp Park. It is approximately 1,200 feet in length and is proposed to have glow trail elements imbedded into the asphalt. A donor has stepped forward to fund the glow trail elements and it is proposed to try and find a grant for the remaining portion of the project.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Project Update – October 2025

This is a new project. This would be to resurface the existing trail between Greenbelt Landing and Karp Park. It is approximately 1,200 feet in length and is proposed to have glow trail elements imbedded into the asphalt. A donor has stepped forward to fund the glow trail elements and it is proposed to try and find a grant for the remaining portion of the project.

Project moving forward would depend on grant and/or donor funding for the entire project.

Leisure Services and Engineering staff are going to walk the trail corridor and prepare a more detailed estimate of the project costs to approach potential donors about the project.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Design	$5,000	07-2026
Construction	$45,000	10-2026

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE
None planned at this time		

PROJECT FINANCING:					
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services	$50,000				
Easement/Land					
Developer Reimbursement					
Total Costs					
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other: Donations	$50,000				
Total External Funding	**$50,000**				
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand					
Other:					
Total Internal Funding					
TOTAL FUNDING:	**$50,000**				

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Sanitary Sewers (SNS)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Maintenance		PW-01	#429	
PROJECT TITLE		**CORE PROGRAM**		
Annual Sanitary Sewer Rehabilitation Program		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/20/22	Updated 9/18/24	CCTV pipe & MH Inspections & 2018 Sanitary Sewer Study		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Sewer Rehabilitation Projects; manhole, adjusting rings and casting rehabilitation or replacement. Sewer main rehabilitation or replacement. As our sanitary sewer collection system ages deficiencies become more numerous. Pipe deficiencies can cause tree root infiltration and water infiltration, causing loss of pipe capacity and the potential for possible overflows. Cured-In-Place-Pipe (CIPP) technology reinstates the sewer main back to a 50-year life span. Furthermore manhole/casting rehabilitation also lessens the storm water infiltration

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Note: $24K remaining on 2021/22 project. $200K per CIP year.

FY 24/25 – Jul 24 thru Jun 25 - $200K
FY 25/26 – Jul 25 thru Jun 26 - $200K
FY 26/27 – Jul 26 thru Jun 27 - $200K
FY 27/28 – Jul 27 thru Jun 28 - $200K
FY 28/29 – Jul 28 thru Jun 29 - $200K
FY 29/30 – Jul 23 thru Jun 24 - $200K

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
2021/2022 Project		
2021/2022 Project – Set Public Hearing	OPC - $196,150.00	10/14/21
2021/2022 Project - Letting		11/2/21
2021/2022 Project – Awarded – Accujet – Completion Date 3/31/22	$189,042	11/11/21
2021/2022 Project – PreCon Meeting		11/29/21
2021/2022 Project – Approved Pay Request #1	$70,409.54	4/14/22
2021/2022 Project – Approved Pay Request #2	$77,974.00	5/5/22
2021/2022 Project - Conference Call w/ AccuJet about Completion		9/12/22
2021/2022 Project – Approved Pay Request #3	$14,908.16	11/10/22

2021/2022 Project – Meeting with Accuject to discuss completion of Project		1/26/23
2024/2025 Project		
2024/25 Project – Out for Bids		11/14/24
2024/25 Project – Letting Date		12/3/24
2024/25 Project–Award to Municipal Pipe Tool	$150,312.50	12/12/24
2024/25 Project – Approved Change Order #1	$1,546.88	2/13/25
2024/25 Project – Approved Pay Request #1	$144,266.41	2/13/25
2024/25 Project – Final Acceptance		2/13/25
2024/25 Project – Release of Retainage	$7,592.97	3/13/25
2024/25 Project Final Cost	$151,859.38	
2025/2026 Project		
2025/26 Project – Out for Bids		10/23/25
2024/25 Project – Letting Date		11/18/25
2025/26 Project – PH & Award		12/11/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**

PROJECT FINANCING:					
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services					
Easement/Land					
Construction	$200,000	$200,000	$200,000	$200,000	$200,000
Total Costs	**$200,000**	**$200,000**	**$200,000**	**$200,000**	**$200,000**
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					

Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer		$100,000	$100,000	$151,055	$200,000	$200,000
Utility: Stormwater						
Other: Cash/Grants Rcvd		$100,000	$100,000	48,945		
Other: Donations						
Total Internal Funding		$200,000	$200,000	$200,000	$200,000	$200,000
TOTAL FUNDING:		**$200,000**	**$200,000**	**$200,000**	**$200,000**	**$200,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Water Mains (WTM)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-2	430-5750-6799	
PROJECT TITLE		**CORE PROGRAM**		
Annual Water Main Replacement & Extension		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/22/22	Updated 9/18/24	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

AWWA recommends having a consistent meter change out program targeting a 15 to 20-year replacement program. Public Works will be resuming meter change outs and will be replacing valves that are not working properly. ($40K material and $60K for construction costs).

The funds will also be utilized as an emergency contingency in the case of a major water main break.

FY 27 – July 1, 2026 – Jun 30, 2027 - $100,000
FY 28 – July 1, 2027 – Jun 30, 2028 - $100,000
FY 29 – July 1, 2028 – Jun 30, 2029 - $100,000
FY 30 – July 1, 2029 – Jun 30, 2030 - $100,000
FY 31 – July 1, 2030 – Jun 30, 2031 - $100,000

Account # - 435-5750-6799

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
FY24		
Purchased Commercial Meters	$13,467.52	7/5/23
Purchased Commercial Meters	$2,279.25	7/5/23
Purchased Commercial Meters	$16,727.64	7/19/23
Purchased Meters	$13,623.54	8/2/23
Purchased Meters	$10,717.10	8/2/23
Purchased Meters	$25,200.60	9/6/23
Purchased bolts for Meters	$48.03	9/6/23
Purchased Meters	$4,235.00	10/4/23
Purchased Commercial Meters	$3,390.00	10/4/23
Purchased Automatic PRV for Hawthorn	$6,886.00	1/3/24

Purchased Meters	$1,946.22	2/14/24
FY25		
Purchase Commercial Meters	$5,838.66	7/3/24
Purchase Meter Flanges/Couplers	$1,676.00	9/4/24
Purchase Commercial Meters	$2,984.00	9/4/24
Purchase Commercial Meters	$1,515.75	9/4/24
Purchased Meters	$52,800.00	9/18/24
Purchased Meter Chambers	$3,900.00	10/2/24
Purchase Meter Flanges/Couplers	$1,456.00	12/4/24
Purchased Meter Heads	$1,600.00	1/1/25
Purchase Commercial Meters	$6,079.60	4/2/25
Purchase Meter Flanges/Couplers	$524.16	4/2/25
Purchase Meter Flanges/Couplers	$1,456.00	5/14/25
FY26		
Purchase Commercial Meters	$3,994	7/2/25
Purchase Commercial Meters	$18,635	7/16/25
Purchase Commercial Meters	$3,994	7/16/25
Purchase Meter Gaskets	$73.75	7/16/25
Purchase Meter Wiring	$249.25	7/16/25
Purchase Meter Flanges/Couplers	$1,456	8/20/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**

PROJECT FINANCING:					
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services					
Easement/Land					
Construction	$100,000	$100,000	$100,000	$100,000	$100,000
Total Costs	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding: Carry Over	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**

General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water		$100,000	$100,000	$100,000	$100,000	$100,000
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding		$100,000	$100,000	$100,000	$100,000	$100,000
TOTAL FUNDING:		**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Rai Tokuhisa		Various		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
New		PW-3	#427	
PROJECT TITLE		**CORE PROGRAM**		
Annual Stormwater Improvements Program		Provide Reliable Utility Servies for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/22/22	Updated: 9/18/2024	NPDES #2 Permit, Walnut Creek Streambank Assessment, Walnut Creek Floodplain Inundation Plan, Flood Alert Plan		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Annual Stormwater Improvements Program

FY 2026 $100,000
encompasses a range of projects (planning and construction) associated with the operation and maintenance of the City's Storm Water system.

Below is a list unassigned projects; they have not been assigned a FY

- Berkshire North - Shuler Pond Park Development, acquisition, dredge, and additional WQv Pond Construction - $250,000
- Verona Hills Drainage - 2 stage swale 16992 Winston CIR to Creek $500,000
- Karp Park Drainage - 2 stage swale or regenerative conveyance $175,000
- Walnut Creek - Project 59 (East of Univ. BLVD crossing) $100,000
- City Hall North Infiltration and Walnut Creek bank stabilization (remove obligation from ADM-01) - $50,000
- Alice's Road - Stormwater Detention East of Winston CIR (fulfill CPv, Qp, Qr requirements) $4,800,000
- Alice's Road - Stormwater Detention at 4250 Alice's RD (fulfill CPv, Qp, Qr requirements) $525,000
- Indian Hills Remeander (Walnut Creek) (fulfill CPV requirements) $3,168,000
- WRA Common Trunk - Restoration Post-Construction (may fulfill Rev, WQv, CPv requirements) $900,000
- Creek stabilization @ Hickman & 128th (2019 Stream Assessment Project #29) $225,000
- Campbell Park Bridge Replacement SWM $200,000
- Swanson Blvd Rehab Project--treebox stormwater solution for street replace. $240,000

6-week Streambank or Water Quality Construction project: This project is a commited 4 weeks of construction crew and 2 weeks of steep slope mowing or other large-excavator maintenance. Some of the projects listed above are feasible to be fulfilled with this commitment.

Regional Stormwater Improvements: These projects are planning and construction projects that address or offset the stormwater obligations created by City or private street and site construction. These projects typically support an entire subdivision, or similarly sized watershed. Some of the projects listed above are feasible to be fulfilled with this commitment.

Stormwater Pilot Payment in Lieu: These construction projects **contain a stormwater obligation created by City or private street and site construction**. Projects marked ~ are tentative.

• NW 99th Court Reconstruction	PW-19
• NW 111th-NW 114th Street Reconstruction (PW-19)	PW-19
• ~Colby Avenue Reconstruction - NW 97th St to NW 99th Ct	PW-08
• ~Sunset Terrace Reconstruction - NW 97th St to NW 99th Ct	PW-09
• Clark Street Improvements – Roundabouts	PW-28
• ~Harbach Boulevard Reconstruction - 82nd to 86th, Partial	PW-10
• Dehner Distillery	(Private)
• ~Swanson Ave Railroad Crossings - Swanson Ave Railroad Crossings	PW-30
• ~Swanson Blvd Rehab Project	PW-31

Related Work: The following is a list of several projects that may include stormwater improvements that are *not* accounted for in this sheet.

- Soil Quality Restoration (irrigation utility, $50,000)
- Public Safety Facility (back bioretention repairs)
- University BLVD Flood Mitigation Plan Implementation (future construction)
- Emerald Isle Development -1/2 Share of Sheridan Ave and Emerald Isle Dr Improvement
- City Facility Security and Remodeling Project (parking lot obligations)
- Water Resource Grants (Stormwater utility, $10,00)
- Tree Sale (irrigation utility, $10,000)
- Porter Shelter Area Improvements
- Greenbelt Landing
- 82nd Street Trail Project
- Alice's Road Park
- Linnan Park Improvements
- Little Walnut Creek Stream Restoration and Trail Improvements
- Cirksena Park
- Harbach Reconstruction (Phase II)
- Storm Sewer Intake Repair Program - Additional intake replacement needs were previously identified
- in tandem with the crack-sealing program; the intake identification is no longer in the regular rotation of work due to other priority. Other intake repairs are addressed on an as-needed basis out of the public works operating budget.
- University Boulevard Pump Station Improvements
- Alice's Road, Phase 1A (Dellwood to Douglas)
- Alice's Road, Phase 1B (Corp Limit to Dellwood)

- Alice's Road, Phase 2 (Alice's/Douglas Intersection)
- Alice's Road, Phase 3 (Douglas to Berkshire)
- Alice's Road, Phase 4 (Berkshire to Meredith)
- I35/80 Interchange Enhancement
- NW 111th Street Reconstruction
- NW 99th CT Reconstruction
- I35-80 Interchange Planning (stormwater BMP for new pavement)
- Emerald Isle Phase 2 - Design Harbach BLVD Phase 1 SWM

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

ROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
Professional Services					
Easement/Land					
Construction	$100,000	$100,000	$100,000	$100,000	$100,000
Total Costs	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**

REVENUES:	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other: WQI 50/50 Reimbursement	$228,775				
Total External Funding					

Internal Funding:	Carry Over	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
General Obligation Bonds						
Road Use Tax						

Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater		$100,000	$100,000	$100,000	$100,000	$100,000
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding		$100,000	$100,000	$100,000	$100,000	$100,000
TOTAL FUNDING:		**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/ Jeff May		Street (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement/Maintenance		PW-4	#476	
PROJECT TITLE		**CORE PROGRAM**		
Annual Street Rehabilitation Program		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/22/22	Updated 10/15/25	Pavement Management System (dTIMs), 2017 Street Study, Staff		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

These projects are intended to improve street conditions and are part of the annual street maintenance program.

Major Rehabilitation Projects – Asphalt Overlays

2026 - $1.4M - Country Club/Country Club West Area ($1.4M), ($700K 25/26 & $700 26/27)
2027 - $1.4M - Country Club/Country Club West Area ($700K 26/27 & $700 27/28)
2028 - $1.4M - Country Club/Country Club West Area ($700K 27/28 & $700K 28/29)
2029 – $1.2M - Country Club/Country Club West Area ($600K 28/29 & $600K 29/30)
2030 – $1.2M - Country Club/Country Club West Area ($600K 29/30 & $600K 30/31)

Minor Rehabilitation Projects - Full Depth Patching

2026 Arterial – $600K - University – NW 128th to NW 142nd

2026 – Residential – $600K - – Areas north of Hickman Rd bounded by Buena Vista Dr (N), Corporate Limits (E), Holcomb Ave (S), and NW 152nd St (W)

2027 – Residential - $600K - Country Club Glen Plats north of Hickman Rd and west of NW 156th St NW 162nd (Sheridan to Boston), NW 78th (Drake to Drake Ct as part of 78th Street water main replacement project) Various other patches in this area

2028 – Residential - $600K – Verona Hills and Shadow Creek plats north of Douglas Parkway

2029 - Residential – $800K – East of 86th Street

2030 - Residential – $400K – Areas north of University, West of NW 86th St, East of NW 100th St and South of Swanson Blvd

2030 - Arterial – $400K – NW 156th Street

Others patching to be addressed by Public Works or as funding permits:

NW 124th (University Ave to Stratford)
Stratford Dr (NW 123rd to NW 124th)
NW 108th (Hickman to dead end) (2023 Public Works)
NW 120th (University to 1410)
Forest Ave (NW 105th to NW 105th Pl)
Forest Cir (NW 104th to dead end)
Hickman Ct (NW 100th to west end)

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
2024 Arterial PCC Pavement Rehabilitation Project – Set PH	OPC - $929,458	12/14/23
2024 Arterial PCC Pavement Rehabilitation Project – Letting		1/25/24
2024 Arterial PCC Pavement Rehabilitation Project – Award Concrete Company	$985,337.50	2/1/24
2024 Arterial PCC Pavement Rehabilitation Project – Pay Request #1	$51,879.97	7/11/24
2024 Arterial PCC Pavement Rehabilitation Project – Pay Request #2	$455,363.50	8/8/24
2024 Arterial PCC Pavement Rehabilitation Project – Pay Request #3	$422,323.93	9/12/24
2024 Arterial PCC Pavement Rehabilitation Project – Pay Request #4	$33,272.22	10/10/24
2024 Arterial PCC Pavement Rehabilitation Project – Change Order #1	$67,704.00	10/10/24
2024 Arterial PCC Pavement Rehabilitation Project – Pay Request #5	$69,141.05	10/24/24
2024 Arterial PCC Pavement Rehabilitation Project – Project Acceptance		12/12/24
2024 Arterial PCC Pavement Rehabilitation Project – Pay Request #6	$21,060.83 (retainage)	1/9/25
2024 Residential PCC Pavement Rehabilitation Project – Set PH	OPC - $669,750	1/11/24
2024 Residential PCC Pavement Rehabilitation Project – Letting		2/1/24
2024 Residential PCC Pavement Rehabilitation Project – Award Concrete Company	$591,506.25	2/8/24

2024 Residential PCC Pavement Rehabilitation Project – Pre-Construction Conference		3/12/24
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #1	$238,180.20	5/23/24
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #2	$288,587.67	6/27/24
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #3	$33,772.50	7/25/24
2024 Residential PCC Pavement Rehabilitation Project – Change Order #1	$98,952.50	7/25/24
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #4	$60,418.10	8/8/24
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #5	$6,650.00	9/25/24
2024 Residential PCC Pavement Rehabilitation Project – Change Order #2	(-$29,818.25)	10/10/24
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #6	$19,819.21	12/12/24
2024 Residential HMA Pavement Rehabilitation Project – Set PH	OPC - $667,515	2/8/24
2024 Residential HMA Pavement Rehabilitation Project – Letting		3/7/24
2024 Residential HMA Pavement Rehabilitation Project – Award Des Moines Asphalt & Paving	$508,646.30	3/14/24
2024 Residential HMA Pavement Rehabilitation Project – Pre-Construction Conference		4/18/24
2024 Residential HMA Pavement Rehabilitation Project – Pay Request #1	$92,568.00	7/11/24
2024 Residential HMA Pavement Rehabilitation Project – Pay Request #2	$263,247.65	8/8/24
2024 Residential HMA Pavement Rehabilitation Project – Pay Request #3	$77,159.48	9/26/24
2024 Residential HMA Pavement Rehabilitation Project – Pay Request #4	$20,401.25	10/24/24
2024 Residential HMA Pavement Rehabilitation Project – Change Order #1	$720.99	11/14/24
2024 Residential HMA Pavement Rehabilitation Project – Pay Request #5	$45,803.56	12/12/24
Country Club Boulevard HMA Pavement Rehabilitation Project – Set PH	OPC - $665,500	6/27/24
Country Club Boulevard HMA Pavement Rehabilitation Project – Letting		7/20/24
Country Club Boulevard HMA Pavement Rehabilitation Project – Award Des Moines Asphalt & Paving	$626,036.25	7/27/24

Country Club Boulevard HMA Pavement Rehabilitation Project – Pre-Construction Conference		2/27/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Pay Request #1	$118,359.55	4/10/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Pay Request #2	$173,896.00	5/1/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Pay Request #3	$197,168.69	5/22/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Pay Request #4	$83,484.63	6/26/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Change Order #1	$3,307.29	8/14/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Pay Request #5	$17,107.83	8/28/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Pay Request #6	$6,032.50	9/25/25
2025 NW 138th Overlay – Award Caliber Concrete	$770,789.72	2/13/25
2025 NW 138th Overlay – PA1	$47,222.74	4/10/25
2025 NW 138th Overlay – PA2	$174,352.41	5/1/25
2025 NW 138th Overlay – PA3	$215,094.93	6/12/25
2025 NW 138th Overlay – PA4	$273,748.51	8/14/25
2025 NW 138th Overlay – CO1	$10,879.00	8/14/25
2025 NW 138th Overlay – PA5	$41,831.26	9/11/25
2025 NW 138th Overlay – CO2	(-$25,634.03)	9/11/25
2025 NW 138th Overlay – PA6	$17,962.90	10/9/25
2025 NW 138th Overlay – CO3	$482.05	10/9/25
2025 Arterial PCC Pavement Rehabilitation Project – Letting	OPC - $484,020.00	2/4/25
2025 Arterial PCC Pavement Rehabilitation Project – Award SKOL Trucking	$418,691.00	2/13/25
2025 Arterial PCC Pavement Rehabilitation Project – Pre-Construction Conference		6/25/25
2025 Arterial PCC Pavement Rehabilitation Project – Pay Request #1	$37,287.77	7/24/25
2025 Arterial PCC Pavement Rehabilitation Project – Pay Request #2	$279,190.73	8/28/25
2025 Arterial PCC Pavement Rehabilitation Project – Pay Request #3	$78,882.25	9/25/25
2025 Arterial PCC Pavement Rehabilitation Project – Change Order #1		
2025 Residential PCC Pavement Rehabilitation Project – Letting	OPC - $850,540.00	3/4/25

2025 Residential PCC Pavement Rehabilitation Project – Award The Concrete Company	$634,965.00	3/13/25
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #1	$130,873.42	10/9/25
2024 Residential PCC Pavement Rehabilitation Project – Pay Request #2		
2024 Residential PCC Pavement Rehabilitation Project – Change Order #1		
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**
2024 Residential PCC Pavement Rehabilitation Project – Postcard	Residents in impacted area	3/15/24
2024 Arterial PCC Pavement Rehabilitation Project – Postcard Re: Nighttime Operations	Residents in impacted area	6/27/24
2024 Residential HMA Pavement Rehabilitation Project – Initial Notification Letter	Residents in impacted area	5/10/24
2024 Residential HMA Pavement Rehabilitation Project – Paving Notification Letter	Residents in impacted area	7/12/24
2024 Residential HMA Pavement Rehabilitation Project – Paving Door Hangers	Residents in impacted area	7/19/24
2024 Residential HMA Pavement Rehabilitation Project – Sidewalk Notification Letter	16 impacted residents	8/31/24
2025 Residential PCC Pavement Rehabilitation Project – Postcard	Residents in impacted area	7/31/25
2025 Arterial PCC Pavement Rehabilitation Project – Postcard Re: Nighttime Operations on Berkshire Parkway	Residents in impacted area	6/26/25
2025 Arterial PCC Pavement Rehabilitation Project – Postcard Re: Nighttime Operations on University Avenue	Residents in impacted area	7/28/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Paving Notification Letter	Residents in impacted area	4/18/25
Country Club Boulevard HMA Pavement Rehabilitation Project – Paving Door Hangers	Residents in impacted area	4/28/25

Country Club Boulevard HMA Pavement Rehabilitation Project – Sidewalk Notification Letter			Impacted residents		5/6/25	
2025 NW 138th Overlay – March Notice			161 Residents		3/4/25	
2025 NW 138th Overlay – June Notice			161 Residents		6/30/25	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$2,600,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000
Total Costs		**$2,600,000**	**$2,000,000**	**$2,000,000**	**$2,000,000**	**$2,000,000**
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees		$1,200,000	$1,200,000	$1,200,000	$1,200,000	$1,200,000
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: LOSST - DC		$200,000		$400,000	$550,000	$400,000
Other: LOSST - PC		$1,200,000	$800,000	$400,000	$250,000	$400,000
Total Internal Funding		$2,600,000				
TOTAL FUNDING:		**$2,600,000**	**$2,000,000**	**$2,000,000**	**$2,000,000**	**$2,000,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Traffic Control (TRF)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement/New		PW-5	#334	
PROJECT TITLE		**CORE PROGRAM**		
Annual Traffic Improvement & Safety Program		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/22/22	Updated 10/16/2025			
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Various projects associated with Traffic (vehicular and pedestrian) improvements:

2026-2027
- Cabinet Replacement - $44K (5/18)
- Pedestrian Push Button ADA compliance - $14K
- Intersection Detection Replacement – 3/6 - $30K
- APS button for ADA Compliance (MUTCD update) – 2/25 - $7K
- Pedestrian Safety Improvements (accessible ramps, sidewalk connections, controllers, etc.) - $5K per project (Com Dev)
- Sidewalk Repair Program - $50K (Com Dev)

2027-2028
- Cabinet Replacement - $45K (6/18)
- Pedestrian Push Button ADA compliance - $14K
- Intersection Detection Replacement – 4/6 - $31K
- APS button for ADA Compliance (MUTCD update) – 3/25 - $7K
- Pedestrian Safety Improvements (accessible ramps, sidewalk connections, controllers, etc.) - $5K per project (Com Dev)
- Sidewalk Repair Program - $50K (Com Dev)
- NW 86th Corridor Safety Improvements SS4A Grant Match - $100K
- University Avenue Safety Audit SS4A Grant Match - $50K

2028-2029
- Cabinet Replacement - $46K (7/18)
- Pedestrian Push Button ADA compliance - $14K
- Intersection Detection Replacement – 5/6 - $32K
- APS button for ADA Compliance (MUTCD update) – 4/25 - $7K
- Pedestrian Safety Improvements (accessible ramps, sidewalk connections, controllers, etc.) - $5K per project (ComDev)
- Sidewalk Repair Program $50K (Com Dev)

2029-2030
- Cabinet Replacement - $47K (8/18)

- Pedestrian Push Button ADA compliance - $14K
- Intersection Detection Replacement – 6/6 - $33K
- APS button for ADA Compliance (MUTCD update) – 5/25 - $7K
- Pedestrian Safety Improvements (accessible ramps, sidewalk connections, controllers, etc.) - $5K per project (Com Dev)
- Sidewalk Repair Program - $50K (Com Dev)

2030-2031
- Cabinet Replacement - $48K (9/18)
- Pedestrian Push Button ADA compliance - $14K
- Intersection Detection Replacement – $34K
- APS button for ADA Compliance (MUTCD update) – 6/25 - $7K
- Pedestrian Safety Improvements (accessible ramps, sidewalk connections, controllers, etc.) - $5K per project (Com Dev)
- Sidewalk Repair Program - $50K (Com Dev)

Future

1) Hickman/ NW 152nd Traffic Signal - $700K

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
FY 24		
Purchased GridSmart for 86th & Franklin	$22,049.00	6/19/23
Purchased Cabinet for 86th & Franklin	$23,468.00	6/19/23
Purchased Street Light LED Conversion Kits	$27,000.00	11/1/23
Completed Annual Boston/Berkshire Street Light LED Conversion		November 2023
Purchase Battery Backup – 86th & Franklin (Part of Cabinet invoiced separately)	$7,340.00	1/3/24
Pedestrian Push Button ADA compliance (PetSmart & University) and (142nd & University)	$7,821.00	5/31/24
FY25		
Purchased Street Light LED Conversion Kits	$27,000.00	9/30/24
Completed Annual Boston/Berkshire Street Light LED Conversion		November 2024
Purchased GridSmart for 100th & Clark	$24,000	1/22/25
Purchase Cabinet for 100th & Clark	$27,500	1/22/25

FY26		
Purchased Street Light LED Conversion Kits	$27,400	9/24/25
Purchased Intersection Detection Replacement 128th & Woodlands	$26,450	9/30/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$225,000	$227,000	$154,000	$156,000	$158,000
Total Costs		**$225,000**	**$227,000**	**$154,000**	**$156,000**	**$158,000**
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds			$200,000	$100,000	$125,000	$128,000
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Other		$225,000	$27,000	$54,000	$31,000	$30,000
Other: LOST PC						
Total Internal Funding		$225,000	$227,000	$154,000	$156,000	$158,000
TOTAL FUNDING:		**$225,000**	**$227,000**	**$154,000**	**$156,000**	**$158,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Water Mains (WTM)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
		PW-7	#435	
PROJECT TITLE		**CORE PROGRAM**		
University Boulevard Pump Station Improvements		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/22/22	Updated 11/4/25	2016 Water System Study		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The controls at the water pump station on University Boulevard need updating. The electrical and controls are currently located outside in cabinets on top of the pump station. When issues arise staff must work outside in rain and other elements to get the pump station back online. Working in electrical cabinets in the rain is a safety concern. This project includes the upgrade of the controls and electrical and the construction of a structure over the controls and electrical.

Update controls and electrical system and construct building on pump station or construct new station at alternate site.

An approximate schedule of the project by calendar year is described below.
2026 – Final location determined, easements acquired, and design completed.
2027 – Construction to commence.
2028 – Completion of the new station and demolition of the existing station.

NOTE: Current location is west side of NW 75th St but is subject to change based on University study. BRIC funding was pursued but FEMA discontinued the 2025 program, HMGP is currently being applied for. Additional design effort of approximately $50,000 in the event that the station were to be relocated as shown on Amendment 2 listed below. Additional professional services may be needed during the commissioning of the new facility.

PSA

Original	$101,800
Amendment 1	$206,900
Amendment 2	$256,900 (Not approved by Council anticipated total cost for site relocation)
Paid to Date	$120,635.86
Remaining	$86,264.14 (Amendment 2 not considered in the remaining funds)

Water Main Easement $10,000

Revised OPC: $2,811,000

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

03/24/22 – Design - Council Approved PSA with Snyder & Associates
09/26/24 – Snyder Provided an updated estimate assuming relocation north of University Avenue. Estimated cost $2.9 Million.
03/2025 – The 2025 FEMA BRIC program was unfunded and Clive's submitted application rejected.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Approved PSA w/ Snyder & Associates	$101,800	3/24/22
Snyder & Associates OPC	$ 1,077,406	8/9/22
Meeting with Snyder		8/9/22
Snyder & Associate – Pay Request #1	$1,870.07	8/11/22
Snyder & Associate – Pay Request #2	$4,621.50	8/11/22
Snyder & Associate – Pay Request #3	$3,361.88	9/8/22
Snyder & Associates OPC	$ 1,553,000	10/10/22
Snyder & Associate – Pay Request #4	$2,231.50	10/13/22
Snyder & Associates OPC	$1,936,000	5/24/23
Snyder & Associate – Pay Request #5	$4,576.50	1/12/23
Snyder & Associate – Pay Request #6	$1,886.50	6/8/23
Snyder & Associate – Pay Request #7	$1,297.50	7/13/23
Meeting w/ Snyder		8/2/23
Snyder & Associate – Pay Request #8	$1,932.75	8/10/23
Snyder & Associate – Pay Request #9	$1,257.26	10/12/23
Snyder & Associate – Pay Request #10	$1,092.50	11/9/23
Snyder & Associate – Pay Request #11	$1,330.00	1/11/24
Conference call with Snyder		3/28/24
Snyder & Associates – Pay Request #12	$5,811.05	9/12/24
Snyder & Associates – Pay Request #13	$5,160.00	9/12/24
New PSA Orig - $101,800, Rvsd - $198,827 - Rmn	$162,398	9/26/24
New OPC	$2,853,600	6/26/24
Snyder & Associates – Pay Request #14	$2,088.25	10/10/24
Snyder & Associates – Pay Request #15	$13,066.84	11/14/24
Snyder & Associates – Pay Request #16	$10,988.30	12/12/24
Snyder & Associates – Pay Request #17	$4,146.25	1/9/25
Snyder & Associates – Pay Request #18	$21,801.71	2/6/25
Snyder & Associates – Pay Request #19	$24,355.25	3/13/25
Snyder & Associates – Pay Request #20	$2,998.75	4/10/25
Snyder & Associates – Pay Request #21	$1,713.50	6/12/25
Snyder & Associates – Pay Request #22	$3,048.00	10/9/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**
Preliminary Concept Review Meeting		8/2/23
Amended Contract		11/14/24
Easement Meeting (7445 University)	Superior Staffing	9/4/25

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$256,900	$50,000			
Easement/Land		$10,000				
Construction		$1,450,000	$1,450,000			
Total Costs		**$1,716,900**	**$1,500,000**			
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water			$150,000			
Utility: Sewer						
Utility: Stormwater						
Other: Grants Rcvd			$3,014,400			
Other: Cash			$52,500			
Total Internal Funding			$3,216,900			
TOTAL FUNDING:			**$3,216,900**			

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-8	#476	
PROJECT TITLE		**CORE PROGRAM**		
Colby Avenue Reconstruction – NW 97th St to NW 99th Ct		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/20/23	Updated 11/4/25	2017 Street Study		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruct Coby Avene from NW 97th Street to NW 99th Court due to deteriorating concrete and water mains. Replace Street with asphalt section, 1,100' of water main and sanitary sewer main.

Streets	$ 974,800
Storm Sewer	$ 210,400
Sanitary Sewer	$ 472,800
Water	$ 342,000
Total	$2,000,000

Stormwater Management (10%) - $200,000

2029 – Construction anticipated to be completed during the 2029 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction				$700,000	$1,500,000	
Total Costs				**$700,000**	**$1,500,000**	
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water				$150,000		
Utility: Sewer				$500,000	$500,000	
Utility: Stormwater				$100,000	$250,000	
Other: Cash On Hand					$100,000	
Other: LOSST - PC			$10,000	$200,000	$350,000	
Other: LOSST - DC					$300,000	
Total Internal Funding						
TOTAL FUNDING:			**$10,000**	**$950,000**	**$1,500,000**	

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-9	#476	
PROJECT TITLE		**CORE PROGRAM**		
Sunset Terrace Reconstruction – NW 97th St to NW 99th Ct		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/20/23	Updated 11/4/25	2017 Street Study		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruct Sunset Terrace from NW 97th Street to NW 99th Court due to deteriorating concrete and water mains. Replace Street, 1,100' of water main and sewer main.

Streets	$ 974,800
Storm Sewer	$ 210,400
Sanitary Sewer	$ 472,800
Water	$ 342,000
Total	$2,000,000

Stormwater Management (10%) - $200,000

2028 – Construction is anticipated to be completed in the 2028 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:

EXPENSES:	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services					
Easement/Land					
Construction		$700,000	$1,500,000		
Total Costs		**$700,000**	**$1,500,000**		

REVENUES:		2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water				$150,000		
Utility: Sewer			$500,000	$300,000		
Utility: Stormwater			$300,000	$150,000		
Other: Cash On Hand				$500,000		
Other: LOSST - PC			$400,000	$100,000		
Other: LOSST - DC		$10,000		$300,000		
Total Internal Funding						
TOTAL FUNDING:		**$10,000**	**$700,000**	**$1,500,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-10	#395	
PROJECT TITLE		**CORE PROGRAM**		
Harbach Boulevard Reconstruction – 82nd to 86th		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 11/4/25	Staff Analysis and Service Experience		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The street will be reconstructed and the undersized cast/ductile water main and clay sanitary sewer main will be replaced. This section of water main is an old cast iron pipe and has had numerous failures over the years. With the replacement of this water main it will be upsized to a 12" pipe to provide greater flow capacity to the area.

This project will include the reconstruction of Harbach Boulevard from NW 78th Street to NW 86th Street and will include the replacement of approximately 2775' of old 6" cast iron water main, 2,800 lf of clay sanitary sewer main. As part of the replacement of this water main will be to upsize to a 12" PVC water main to provide greater flow capacity to the area.

Storm sewer will be increased in size and placed on the north side of the street in newly acquired property. Above the storm sewer will be a trail section for better connectivity between Linnan Park and the proposed 82nd Street Trail.

Permeable pavers will storage aggregate will be provided in bump outs to the street section to provide additional parking and water quality.

Phase 2

2026 (FY 25/26 and 26/27) – Harbach 82nd to 86th

Streets	$ 1,200,000
Sanitary Sewer	$ 350,000
Water	$ 350,000
Storm Sewer	$ 350,000
Stormwater BMP's	$ 250,000
Total	$ 2,500,000 ($1,000,000 FY 25/26, $1,500,000 FY 26/27)

NOTE: This Project is now tied to Linnan Park improvements.

2026 – Construction is anticipated to be completed in the 2026 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
Engineering Estimate (30%)		$2,500,000			7/11/25	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
Project Coordination		Glacier Properties			8/21/25	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$1,500,000				
Total Costs		**$1,500,000**				
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water		$300,000				
Utility: Sewer		$650,000				
Utility: Stormwater		$350,000				
Other: Cash On Hand		$100,000				
Other: LOSST - DC		$200,000				
Other: LOSST-PC						
Total Internal Funding		**$1,500,000**				
TOTAL FUNDING:		**$1,500,000**				

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Water Mains (WTM)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-15	#435	
PROJECT TITLE		**CORE PROGRAM**		
Water Main Replacement (NW 78th and 80th Street)		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 11/4/25	Water System Study/Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The City's system study was completed in 2017. The Study identified the need to start replacing water mains. Staff has identified water mains that have experienced a high number of main breaks and have developed projects in the CIP for these areas. As the Street and sewer studies are completed, staff will use the information provided by all the studies to identify a comprehensive CIP to create a replacement schedule that takes all the infrastructure needs into consideration. The water main along NW 78th and NW 80th Streets are undersized and have experienced many breaks. Given the narrow right-of-way and other physical constraints along the corridor, it is assumed that a single lane of patching on both streets will need to occur to reinstall the water main.

NW 78th Street - Replace 2,600 LF of 6" cast/ductile water main with 8" PVC water main.

NW 80th Street - Replace 2,000 LF of 6" cast/ductile water main with 8" PVC water main.

NOTE: Survey performed in 24-25 FY and include the survey for University Flood Mitigation. Funds include $1,900,000 for water and $700,000 for street replacement. Due to timing, water funds will be used to replace streets. Construction was delayed a year for University Booster Station project and is to now occur the Spring of 2027.

2027 – Construction is anticipated to be completed in the 2027 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			STAKEHOLDERS		DATE/PHASE	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$1,300,000	$1,300,000			
Total Costs		**$1,300,000**	**$1,300,000**			
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water		$900,000	$1,300,000			
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: LOSST DC		$400,000				
Other: LOSST PC						
Total Internal Funding			$1,300,000			
TOTAL FUNDING:		**$1,300,000**	**$1,300,000**			

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Water Mains (WTM)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-17	#435	
PROJECT TITLE		**CORE PROGRAM**		
Water Main Replacement– Franklin Avenue NW 82nd to NW 86th		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/20/23	Updated 11/4/25	2016 Water System Study/Staff Analysis		

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	

The City's Water System Study was completed in 2017. The Study identified the need to start replacing water mains. Staff has identified water mains that have experienced a high number of main breaks and is including those projects in the CIP. The mains identified are being included in the current CIP to address short term needs. Staff utilizes information from the street and sewer studies to identify a comprehensive CIP to create a replacement schedule that takes all infrastructure needs into consideration. The water main in Franklin Street is undersized.

Franklin Avenue - Replace 1,314 LF of 6" cast/ductile water main with 8" PVC water main.

NOTE: $10,000 for survey prior to Jan 1, 2029. Funds include $600,000 for water and $300,000 for street replacement. Due to timing, water funds will be used to replace streets.

2030 – Construction is to be completed in the 2030 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services				$10,000		
Easement/Land						
Construction					$450,000	$450,000
Total Costs				**$10,000**	**$450,000**	**$450,000**
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water				$10,000	$450,000	$450,000
Utility: Sewer						
Utility: Stormwater						
Other: LOSST - DC						
Other: LOSST- PC						
Total Internal Funding						
TOTAL FUNDING:				**$10,000**	**$450,000**	**$450,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jim Hagelie		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-20	440	
PROJECT TITLE		**CORE PROGRAM**		
Alice's Road Reconstruction Phase 1A - South Corporate Limit to South of Dellwood		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 10/15/25	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruction of Alice's Road to increase the roadway capacity demanded by the additional development occurring in the area. Design will start in 2024, with construction anticipated to occur in 2026. This is a joint project with the City of Waukee and includes reconstruction of Alice's Road from the south corporate limit to Douglas.

	Total	Clive	Waukee
Bid Amount	$ 4,294,120	$ 2,217,816	$ 2,076,304
ROW	$ 61,035	$ 61,035	$ 0
Engineering	$ 2,144,900	$ 1,740,675	$ 404,225
Total	$ 6,500,500	$ 4,019,526	$ 2,480,529

NOTE: Waukee ROW paid directly by Waukee

Engineering (Original PSA)	$ 1,937,000
Adendum #1	$ 504,900
Total Engineering	$ 2,441,900
Less Phase 1B	$ 297,000
Total Engineering	$ 2,144,900

Construction	
Streets	$ 3,036,519
Storm	$ 956,469
Water	$ 301,132
Total	$ 4,294,120

Construction – Remaining as of 10/9/25 - $2,596,229.88

Engineering – Remaining as of 10/24/25 - $76,763.95

Phase 1A Project is approximately 50/50 with Waukee.

Phase 1 Engineering is divided: Clive $1,889,175 Waukee $552,725 (Phase 1 Engineering includes preliminary design in Phases 2-4. The portion of the engineering costs have been placed in the project sheets for those phases.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Waukee Estimate	$15,725,000	9/26/22
Design (10%)	$1,572,500	9/26/22
Meeting w/ Waukee (Rudy) to discuss Consultant Selection		4/3/23
RFQ's Sent Out		10/4/23
RFQ's Received		10/27/23
Meeting to discuss Consultant Selection		11/9/23
Notified Snyder of their selection		11/10/23
Scope Kickoff Meeting		11/14/23
Scope Review Meeting		11/22/23
Final Scope Review Meeting – Teams Mtg		12/1/23
Approved Design Services MOU w/ Waukee		12/14/23
Award Design PSA – Snyder & Associates	$1,937,000.00	1/11/24
Begin Bi-weekly Project Mtgs – Wed @ 8:00 am		1/24/24
Design – Pay Request #1	$57,775.69	2/22/24
Design – Pay Request #2	$54,323.75	3/14/24
Design – Pay Request #3	$105,901.18	4/11/24
Council Update/Discussion		4/11/24
Design – Pay Request #4	$136,213.47	5/23/24
Design – Pay Request #5	$105,046.76	6/13/24
Design – Pay Request #6	$90,560.47	7/25/24
Design – Pay Request #7	$81,010.36	8/8/24
Design – Pay Request #8	$90,267.96	9/12/24
Updated OPC	$7,050,000	9/24/24
Design – Pay Request #9	$118,099.76	10/10/24
Design – Pay Request #10	$122,641.69	11/14/24
Design – Pay Request #11	$102,038.75	12/12/24
Easement – Parcel 14 – Lynch	$6,265.00	3/13/25
Easement – Parcel 15 - Underberg	$1,045.00	3/13/25
Easement – Parcel 17 - Comer	$2,775.00	3/13/25
Easement – Parcel 18 - Jeun	$41,200.00	3/13/25
Easement – Parcel 19 - Royer	$420.00	3/13/25
Easement – Parcel 20 - Royer	$165.00	3/13/25
Easement – Parcel 21 - Underberg	$9,165.00	3/13/25

Design – Pay Request #12	$158,087.00	3/27/25
Design – Pay Request #13	$155,434.35	5/22/25
Design – Pay Request #14	$20,090.25	6/12/25
Design – Pay Request #15	$46,486.00	7/10/25
Design – Pay Request #16	$80,985.00	8/5/25
Design PSA Addendum #1	$504,900.00	9/11/25
Design – Pay Request #17	$61,049.70	9/11/25
Design – Pay Request #18	$295,705.40	10/23/25
Bid Letting	OPC - $5,894,000	2/4/25
Award of Contract – Concrete Technologies Inc.	$4,294,120.31	2/13/25
Pay Request #1	$48,606.42	4/10/25
Change Order #1	$59,444.00	4/24/25
Pay Request #2	$254,218.10	5/1/25
Pay Request #3	$265,693.71	6/12/25
Change Order #2	$49,480.00	7/10/25
Pay Request #4	$228,233.73	7/10/25
Pay Request #5	$303,615.29	8/14/25
Pay Request #6	$441,584.51	9/11/25
Pay Request #7	$264,862.67	10/9/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$76,763.95				
Easement/Land						
Construction		$2,596,230				
Total Costs		**$2,672,994**				
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution		$1,000,000				
State Grant - STBG						
Federal Grant						
Local Grant						
Other: Waukee-Const		$3,783,865				
Other:						
Total External Funding		**$4,783,865**				
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						

Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash		$672,994				
Other: Grants Rcvd - STP						
Other: Waukee		$2,000,000				
Other: LOSST - PC						
Total Internal Funding		**$2,672,994**				
TOTAL FUNDING:		**$2,672,994**				

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jim Hagelie		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-21	441	
PROJECT TITLE		**CORE PROGRAM**		
Alice's Road Reconstruction Phase 1B - South of Dellwood to South of Douglas		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 9/18/24	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruction of Alice's Road to increase the roadway capacity demanded by the additional development occurring in the area. Design will start in 2024, with construction anticipated to occur in 2026. This is a joint project with the City of Waukee and includes reconstruction of Alice's Road from the south of Dellwood to South of Douglas.

	Project Cost	Remaining	Clive	Waukee
Updated OPC - 2026 Construction	$2,243,000	$2,243,000	$ 1,121,500	$ 1,121,500
Lighting	$ 105,000	$ 105,000	$ 52,500	$ 52,500
Engineering	$ 297,000	$ 32,809	$ 16,405	$ 16,404
ROW	$ 5,000	$ 5,000	$ 0	$ 5,000
Total	$2,650,000	$ 2,385,809	$ 1,190,405	$ 1,195,404

Engineering	$ 32,809
Streets & Lighting	$ 1,781,450
Storm	$ 364,141
Water	$ 202,409
ROW	$ 5,000
Project Total	$ 2,385,809

Phase 1B Project is 50/50 with Waukee

NOTE: All grants were moved to Phase 4

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Snyder OPC	$3,547,000	9/24/24
Snyder OPC	$2,650,000	10/15/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			**STAKEHOLDERS**		**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$32,809				
Easement/Land		$5,000				
Construction		$1,000,000	$1,348,000			
Total Costs		**$1,037,809**	**$1,348,000**			
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant - STBG						
Federal Grant						
Local Grant						
Other: Waukee-Const						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Grants Rcvd - STP						
Other: Cash		$1,037,809	$1,348,000			
Other: LOSST - PC						
Other: LOSST - DC						
Total Internal Funding		**$1,037,809**	$1,348,000			
TOTAL FUNDING:		**$1,037,809**	**$1,348,000**			

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jim Hagelie		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-23	442	
PROJECT TITLE		**CORE PROGRAM**		
Alice's Road Reconstruction Phase 2 - Intersection Alice's/Douglas & completion of Douglas		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 10/15/25	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruction of Alice's Road to increase the roadway capacity demanded by the additional development occurring in the area. Design will start in 2027, with construction anticipated to occur in 2029. This is a joint project with the City of Waukee.

Undertaking the design work associated with the reconstruct of Alice's Road (Phase 2) - The intersection of Alice's Road and Douglas. (This does not include the construction of Douglas to the east of the intersection).

	Total	Clive	Waukee
Update OPC – 2027 Construction -	$ 6,438,000	$ 5,472,300	$ 965,700
Phase 1 Engineering	$ 37,471	$ 31,851	$ 5,621
Final Design	$ 251,500	$ 213,775	$ 37,725
ROW	$ 700,000	$ 700,000	$ 0
Schuler Park Improvements	$ 890,000	$ 890,000	$ 0
Total	$ 8,316,971	$ 7,307,926	$1,009,046

Phase 1 Engineering	$ 37,471
Final Design	$ 251,500
Streets, lighting & Pole relocate	$ 4,527,040
Storm Sewer	$ 376,680
Water	$ 119,280
Stormwater	$ 1,415,000
ROW	$ 700,000
Schuler Park Improvements	$ 890,000
Project Total	$ 8,316,971

Phase 2 Project is divided approximately Clive 85% / Waukee 15%. Actual division will be determined by project costs.

STBG Grants for Project – All Grants were moved to Phase 4

Note: Clive to give credit to Waukee for STBG Grants moved to Phase 4

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS

(BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)						
STBG Grants for Project $2,500,000 Assume Clive 75%/Waukee 25% for Intersection						
PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
Waukee Revised Estimate		9/27/22			$5,252,000	
Snyder OPC		9/24/24			$4,185,000	
Snyder OPC		10/15/25			$8,658,000	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$37,471		$100,000	$151,500	
Easement/Land			$100,000	$100,000	$500,000	
Construction				$500,000	$2,500,000	$3,438,000
Total Costs		**$37,471**	**$100,000**	**$700,000**	**$3,151,500**	**$3,438,000**
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
STBG Grant						
Federal Grant						
Local Grant						
Other: Waukee						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					TIF $2,551,500	TIF $3,438,000
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd					$600,000	
Other: LOSST - DC						

Total Internal Funding		**$37,471**	**$100,000**	**$700,000**	**$3,151,500**	**$3,438,000**
TOTAL FUNDING:		**$37,471**	**$100,000**	**$700,000**	**$3,151,500**	**$3,438,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jim Hagelie		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-24	443	
PROJECT TITLE		**CORE PROGRAM**		
Alice's Road Reconstruction Phase 3 - Douglas to Berkshire		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 9/23/22	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruction of Alice's Road to increase the roadway capacity demanded by the additional development occurring in the area. Design will start in 2027, with construction anticipated to occur in 2028 or 29. This will include the reconstruction of Alice's Road from Douglas to Berkshire.

Item	OPC	Remaining
Updated OPC – 2028 Construction -	$ 4,932,000	$4,932,000
Stormwater Management	$ 2,000,000	$ 2,000,000
Lighting	$ 170,000	$ 170,000
ROW	$ 2,860,000	$ 2,860,000
Phase 1 Preliminary Engineering	$ 429,000	$ 165,418
Final Design & Construction Services	$ 296,000	$ 296,000
Total Project Cost	$10,687,000	$10,423,418

Phase 1 Engineering	$ 165,418
Final Design Services	$ 296,000
Streets	$ 3,611,000
Storm Sewer	$ 1,205,400
Water	$ 230,400
Sanitary Sewer	$ 55,200
Stormwater	$2,000,000
ROW	$2,860,000

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

2025-26 - Design - $165,418
2026-27 - Design - $296,000
2026-27 – ROW $2,860,000
2028-29 - Construction - $3,000,000
2029-30 - Construction - $3,932,000
2029-30 – Lighting - $170,000

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
MPO STBG Grant Application					1/5/24	
MPO STBG Grant Application Presentation					3/20/24	
STBG Grant Awarded		$500,000			4/16/24	
Snyder OPC		$10,175,000			9/24/24	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$16,548	$296,000			
Easement/Land			$2,860,000			
Construction				$3,200,000	$3,902,000	
Total Costs		**$16,548**	**$3,156,000**	$3,200,000	$3,902,000	
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant - STBG						
Federal Grant						
Local Grant						
Other: STBG						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds			$3,156,000	$3,200,000	$3,250,000	
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds					$402,000	
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants:		$16,548			$250,000	
Other: LOSST - DC						

Total Internal Funding		**$16,548**	**$3,156,000**	**$3,200,000**	**$3,902,000**	
TOTAL FUNDING:		**$16,548**	**$3,156,000**	**$3,200,000**	**$3,902,000**	

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jim Hagelie		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-25	444	
PROJECT TITLE		**CORE PROGRAM**		
24 – Alice's Road Reconstruction Phase 4 – Berkshire to Meredith		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/23/22	Updated	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

Reconstruction of Alice's Road to increase the roadway capacity demanded by the additional development occurring in the area. Design will start in 2027, with construction anticipated to occur in 2029. This will include the reconstruction of Alice's Road from Douglas to Berkshire. Note Design costs: $200K in FY 26/27 and $500K in FY 27/28.

	OPC	Remaining
Updated OPC – 2027 Construction	$ 6,697,000	$ 6,697,000
Stormwater Management	$ 400,000	$ 400,000
Lighting	$ 204,000	$ 204,000
ROW	$ 820,000	$ 820,000
Preliminary Engineering	$ 642,500	$ 247,741
Final Design & Construction Services	$ 536,500	$ 536,500
Project Total	$9,300,000	$8,905,241

Streets & Lighting	$ 5,101,600
Storm Sewer	$ 1,519,200
Water	$ 280,200
Stormwater	$ 400,000
ROW	$ 820,000
Phase 1 Engineering	$ 247,741
Final Design	$ 536,500
Project Total	$8,905,241

Construction in 2027 $ 7,301,000

Note: All STBG Funding was moved to Phase 4 for construction in 2027

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
Snyder OPC		$7,012,000			9/24/24	
Snyder OPC - Updated		$9,300,000			10/15/25	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$3,500,000	$3,801,000			
Total Costs		**$3,500,000**	**$3,801,000**			
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant: STBG						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds		$2,200,000	$400,000			
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds		$3,500,000	$350,000			
LOSST - DC						
Utility: Water			$80,000			
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd			$2,971,000			
Other: Donations						
Total Internal Funding		**$5,700,000**	$3,801,000			
TOTAL FUNDING:		**$5,700,000**	**$3,801,000**			

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Streets (STR) – Trails - Stormwater		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-26	#462	
PROJECT TITLE		**CORE PROGRAM**		
I35/80 Interchange Planning & Improvements		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 10/15/25	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

This study will address the land use, access management, pedestrian and bicycle facilities, stormwater management, aesthetics/ gateway landscaping, funding strategy and improvements associated with the IDOT's reconstruction of the I35/80 interchange.

Project:
IM-080-4(69)125—13-77::Polk 35/80 & Hickman Interchange

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

NOTE:

Project 50/50 with Urbandale

Grants Approved
STBG Funding - $2,500,000
TAP Funding - $ 800,000
WQI - $ 400,000
Total Grants $ 3,700,000

Current OPC - ~~$9,725,000~~ $10,464,860

Clive's Share ~~$3,612,000~~ ~~$ 3,382,430~~ $2,903171.58

Project to close out in 2028 and Clive will have 3 years to payoff (3 Equal Payments of $967,723.86)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)		
PHASES/TASKS/APPROVED CONTRACTORS	**COST ESTIMATES**	**DATE**
Approved PSA Snyder – Total $160,646.25	$114,440	10/28/21
Preliminary OPC - Bridge	$4,000,000	
Preliminary OPC – All other elements	$3,900,000	
Meet with Urbandale		10/12/22
Utility Coordination Meetings		Monthly
Design PMT Meetings		Monthly
Corridor Planning Meetings		Monthly
Approved Supplemental PSA - $690,237.29	$351,046	1/12/23
Approved MOU – NW 108th Warrant Study		3/9/23
Approved PSA – NW 108th Warrant Study		3/9/23
Approved State Rec Trails Grant Application		6/22/23
Pay Request #1 – Design – NW 108th Warrant Study	$5,925.44	7/13/23
Approved I35/80 Bike Trail REAP Grant Application		8/10/23
Aesthetics and Landscaping	$3,000,000	Aug 2023
Bicycle/Pedestrian Facilities	$5,900,000	Aug 2023
Stormwater Management	$ 825,000	Aug 2023
Approved Federal Rec Trail Grant Application		9/28/23
65% Design Review - Urbandale		9/6/23
Approved TAP Grant Official Endorsement (80/20, Project would receive $800k)	$1,000,000	12/14/23
Approved MOU w/ Urbandale – RAISE Grant App		1/11/24
Approved PSA w/ Snyder for RAISE Grant Application (Clive cost is $15,000)	$45,000	1/11/24
Project update to Council		2/22/24
Approved RAISE Grant Application	$25,000,000	2/22/24
Pay Request #2 – Design – NW 108th Warrant Study	$3,030.88	3/14/24
Notified – TAP Funding Grant Approved	$800,000	4/9/24
Pay Request #1 RAISE Grant Preparation & Submit	$30,000	5/23/24
Approved IDOT Detour Agreement		5/23/24
Approved IDOT Joint Utility Trench Agreement		6/27/24
Approved TSIP Grant Application	$500,000	7/25/24
Approved IDOT Preconstruction Agreement		8/8/24
Approved ICAAP Grant Application	$2,500,000	9/12/24
Updated OPC	$10,464,860	9/19/24

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**
Iowa DOT Public Meeting		11/22/22

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction						$967,723.86
Total Costs						**$967,723.86**
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Urbandale						
Other: TE Grants						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						$967,724
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding						**$967,724**
TOTAL FUNDING:		**$0**				**$967,724**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Water Mains (WTM)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-27	#435	
PROJECT TITLE		**CORE PROGRAM**		
Water Main Replacement- NW 84th, NW 85th & Clark Street Area		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created	Updated 11/4/25	2016 Water Study & Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The City's system study was completed in 2017. The Study identified the need to start replacing water mains. As the Street and sewer studies are completed, staff will use the information provided by all of the studies to identify a comprehensive CIP to create a replacement schedule that takes all of the infrastructure needs into consideration. The water mains in this area are approaching the end of their service life and are undersized.

Replace 1,280 LF in NW 84th Street, 580 LF in NW 85th Street and 1,025 LF in Clark Street (between NW 84th and NW 86th), of 6" cast/ductile water main with 8" PVC water main (3,500 LF total). The $500K in Franchise Fees included for street patching due to water main replacement

Water - $1,500,000
Streets - $500,000

NOTE: Complete Reconstruction cost would be $3,700,000 including sanitary sewer.

2029 – Construction to be completed in the 2029 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services			$10,000			
Easement/Land						
Construction				$1,000,000	$1,000,000	
Total Costs			**$10,000**	**$1,000,000**	**$1,000,000**	
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water			$10,000	$1,000,000	$1,000,000	
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: LOSST - DC						
Other: LOSST - PC						
Total Internal Funding			**$10,000**	**$1,000,000**	**$1,000,000**	
TOTAL FUNDING:			**$10,000**	**$1,000,000**	**$1,000,000**	

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Streets (STR)		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Replacement		PW-28		
PROJECT TITLE		**CORE PROGRAM**		
28 – Clark Street Reconstruction – Phase III		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/23/22	Updated 11/4/25	Staff Analysis		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

As part of the reconstruction of Clark Street, the replacement of the roundabouts was targeted as Phase III of the project. This reconstruction would include replacing the traffic circles at NW 101st and NW 102nd, water main at and between the circles will be replaced while storm and sanitary sewer will be replaced only at the locations where pavement is being replaced. It is proposed that the existing traffic circles will be replaced with a configuration that will provide better movement for larger vehicles and ease of maintenance.

Survey $ 10,000
Construction $1,000,000

Streets - $600,000 (2,000 square yards of pavement)
Water - $200,000 (600 linear foot of water main)
Sanitary – $100,000 (400 linear foot of sanitary sewer)
Storm – $100,000 (300 linear foot of storm sewer)

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services				$10,000		
Easement/Land						
Construction						
Total Costs				**$10,000**		
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						$350,000
Utility: Sewer						$500,000
Utility: Stormwater						$150,000
Other: Cash/Grants Rcvd				$10,000		
Other: LOSST - PC						
Other: LOSST - DC						
Total Internal Funding						**$1,000,000**
TOTAL FUNDING:				**$10,000**		**$1,000,000**

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/ Rai Tokuhisa		Ecological Restoration		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Updated		PW-29	#389	
PROJECT TITLE		**CORE PROGRAM**		
Little Walnut Creek Stream Restoration Project: *Little Walnut Creek East of Alice's Road* *Little Walnut Creek Trail Reconstruction East of Alice's Road* *Little Walnut Creek West of Alice's Road Stream Restoration* *Little Walnut Creek Trail Construction West of Alice's Road* *Little Walnut Creek Mitigation Banking Instrument*		Ecological restoration and trail connectivity concepted in Greenbelt Master Plan, 2009, 2014, and 2020 Stream Assessment recommendations		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
9/23/2022	10/10/2025	Construction		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	**DATE SCOPE APPROVED BY CM:**	2021		

These projects are associated with design and construction of Clive Greenbelt park along Little Walnut Creek from the corporate limit with Urbandale (~156th St) to corporate limit with Waukee (~Warrior Lane). Project elements include stream channel restoration, outfall stabilization, trail, bridge, and ecological restoration. Unique project considerations include creation of a mitigation banking instrument for riparian buffer and wetlands (from Alice's Road to Warrior Lane).

FY2026 $1,074,433

PSA2 Design Services (remaining)	$131,801
Stream East construction (remaining)	$167,606
Trail East construction (remaining)	$176,026
Stream East construction repairs	$100,000
Ecological Restoration East	(In house, cost TBD)
Ecological Restoration West (Tree and Brush Removal)	$400,000
Bridge design (plan set separation from w. trail)	$15,000
Trail West Acquisition	$84,000

FY2027 $3,610,000

Ecological Restoration East	(In house, cost TBD)
Ecological Restoration West (Tree and Brush Removal)	$400,000
Bridge construction	$560,000
Stream West construction	$2,550,000
Stream West construction observation	$100,000

FY2028 $6,230,000

Ecological Restoration East	(In house, cost TBD)
Stream West construction	$2,550,000
Stream West construction observation	$100,000
Trail West construction	$2,980,000

Ecological restoration west (all remaining plantings) $600,000

FY2029 $252,000
Mitigation Banking Instrument – Monitoring and Maintenance Year 1 $252,000

FY2030 $252,000
Mitigation Banking Instrument – Monitoring and Maintenance Year 2 $252,000

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

Stantec Phase 1 Conceptual Contract	$154,456	4/2022	PSA1
Stantec Phase 2 Base Contract	$671,060	1/2023	PSA2
Stantec Phase 2 Amendment 1	$66,798	5/2023	PSA2-1
Stantec Phase 2 Amendment 2	$109,005	12/2023	PSA2-2
Stantec Phase 2 Amendment 3	$223,970	12/2024	PSA2-3
Amount remaining on agreement:	$131,800.80	10/10/2025	
Bear Creek Cultural Resources Survey	$35,160	11/2022	PSA3
Bear Creek Cultural Resources Survey #2	$3,385	11/2022	PSA4
Iowa Earth Works Contract	$762,453	10/2023	CA1
Iowa Earth Works Changeorder #1	$41,175	5/2024	CA1-1
Iowa Earth Works Changeorder #2	$2,250	10/2024	CA1-2
Iowa Earth Works Changeorder #3	$41,175	1/2025	CA1-3
Amount remaining on agreement	$167,606.07	10/10/2025	
East Trail Award – Howrey Construction	$807,787.50	3/13/25	CA2
Amount remaining on agreement	$176,025.94	10/10/2025	

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Stantec Ph2 PR #1	$71,977.55	3/14/2024
Stantec Ph2 PR #2	$41,298.00	3/31/023
Stantec Ph2 PR #3	$176,423.61	4/27/023
Stantec Ph2 PR #4	$133,634.59	9/14/2023
Stantec Ph2 PR #5	$4,281.98	12/14/2023
Stantec Ph2 PR #6	$24,238.82	12/14/2023
Stantec Ph2 PR #7	$30,844.25	2/1/2024
Stantec Ph2 PR #8	$6,682.25	2/8/2024
Stantec Ph2 PR #9	$104,064.15	7/11/2024
Stantec Ph2 PR #10	$199,350.00	2/27/2025
Stantec Ph2 PR # 11	$12,736.50	7/10/2025
Stantec Ph2 PR # 12	$19,223.50	7/10/2025
Stantec Ph2 PR # 13	$33,385.00	9/25/2025

Stantec Ph2 PR # 14	$12,481.25	9/25/2025
Stantec Ph2 PR # 15	$37,334.25	9/25/2025
Stantec Ph2 PR # 16	$16,217.50	9/25/2025
Bear Creek Cultural Resources Survey	$34,235.40	2/2/2023
Bear Creek Cultural Resources Survey #2	$3,385	5/13/2025
Iowa Earth Works Pay Request #1	$65,876.00	3/14/2024
Iowa Earth Works Pay Request #2	$17,100.00	5/23/2024
Iowa Earth Works Pay Request #3	$12,900.00	6/13/2024
Iowa Earth Works Pay Request #4	$227,814.04	11/14/2024
Iowa Earth Works Pay Request #5	$170,562.37	12/12/2024
Iowa Earth Works Pay Request #6	$49,448.64	2/6/2025
Iowa Earth Works Correction for PR # 1-3	($4,793.61)	4/10/2025
Iowa Earth Works Pay Request #7	$19,637.00	4/10/2025
Iowa Earth Works Pay Request #8	$96,832.19	5/22/2025
Iowa Earth Works Pay Request #9	$12,595.25	7/24/2025
Howrey Pay Request #1	$220,506.03	7/24/2025
Howrey Pay Request #2	$152,311.04	8/28/2025
Howrey Pay Request #3	$258,944.49	9/25/2025

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**
MBI Public Notice – sent by US Army Corps	Impacted Property Owners	2/2025
Water Quality Block Party East of Alice's Road (trail ribbon cutting, etc.)	Angel Park and Walnut Hills Neighborhoods	6/2026
Tree Clearing West of Alice's, neighborhood meeting	Impacted Property Owners	1/2026
Stream Construction Expectations, neighborhood meeting	Impacted Property Owners	6/2026
Clearing, Bridge, Stream, Trail Construction coordination	Impacted Property Owners	Ongoing through construction 6/2026-6-2029

PROJECT FINANCING:	**Fiscal Year Basis- July 1, 2024-June 30, 2025 = FY 24/25**				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services	$146,801	$100,000	$100,000		
Easement/Land	$84,000				
Construction	$843,632	$3,510,000	$6,130,000	$252,000	$252,000
Total Costs	**$1,074,433**	**$3,610,000**	**$6,230,000**	**$252,000**	**$252,000**
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Waukee 28E (SRF) Easement	$610,103				
Polk Co. ARPA Grant	$400,000				

Mitigation Banking Credit:	$515,000			$515,000	$480,000
Total External Funding	**$1,525,103**	**$0**	**$0**	**$515,000**	**$480,000**
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds	$974,000	$1,800,000			
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater	$100,000				
Other: Cash on Hand	433	$1,810,000	$6,230,000	$252,000	$252,000
Other:					
Total Internal Funding	$1,074,433				
TOTAL FUNDING:	**$1,074,433**	**$3,610,000**	**$6,230,000**	**$252,000**	**$252,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Street (STR)		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Replacement/Maintenance		PW-30	#476	
PROJECT TITLE		**CORE PROGRAM**		
Swanson Avenue Railroad Crossings		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
9/18/24	Update 11/5/25	Staff		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	**DATE SCOPE APPROVED BY CM:**			

The condition of two railroad crossings through Swanson Blvd. has significantly deteriorated. Pavement near the crossings will be replaced, no additional traffic and pedestrian controls are intended to be installed (non-signalized). Work will be in coordination with the owners and DOT in hopes to acquire funding for the crossings. Currently one of the crossings is a private rail service.

East crossing $250K
West Crossing $150K

These estimates are for the crossing only. If the railroad requires lights and/or gates, the estimate will increase.

Timing of this is project unknown due to coordination with the railroad. Design must be completed by the railroad's contractor and construction must be approved by the railroad. An approximate schedule is provided.

2026 – Coordination with the railroad and development of construction documents.
2027 – Construction of crossings.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Initial Estimate	$400,000	9/20/2024

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2026-June 30, 2027 = FY 26/27				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services	$50,000				
Easement/Land					
Construction	$250,000	$100,000			
Total Costs	**$300,000**	**$100,000**			
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Other: LOSST - DC		$250,000	$100,000		
Other: LOSST-PC					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand	$50,000				
Other:					
Total Internal Funding	$50,000	$250,000	$100,000		
TOTAL FUNDING:	**$50,000**	**$250,000**	**$100,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Street (STR)		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Replacement/Maintenance		PW-31	#476	
PROJECT TITLE		**CORE PROGRAM**		
Swanson Blvd Rehab Project		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
9/18/24	11/5/25			

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	

The condition of Swanson Blvd. has deteriorated to the extent that rehabilitation is necessary. Given the condition of the pavement and the configuration of the utilities a HMA overlay is proposed with minimal utility work to be performed. The extent of the rehabilitation would be between NW 100th Street to the railroad crossing west of the Marzetti property for a total of 4,500 LF on a 31-foot section.

This project includes PCC patching and an asphalt overlay between the railroad crossings on Swanson Blvd. Based off similar projects that performed pcc patching, a 1" base layer, and 2" surface layer, this project is anticipated to require 2,500 tons of asphalt at an estimated total cost of $1.3 Million. Currently the $2 million per year in the Annual Street Fund is identified for PCC pathing and overlays. We will need to identify how this is worked into the CIP based on available funding and priorities.

2028 – The construction is anticipated to be completed in the 2028 construction season.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Initial Estimate	$1,300,000	9/20/24
Reviewed Estimate	$1,300,000	11/5/25

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2026-June 30, 2027 = FY 26/27				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services					
Easement/Land					
Construction		$500,000	$800,000		
Total Costs		**$500,000**	**$800,000**		
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Other: LOSST - DC		$600,000	$100,000		
Other: LOSST-PC			$400,000		
Utility: Stormwater					
Other: Cash on Hand	$200,000				
Other:					
Total Internal Funding	$200,000	$600,000	$500,000		
TOTAL FUNDING:	**$200,000**	**$600,000**	**$500,000**		

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jim Hagelie		Trail		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Replacement/Maintenance		PW-32		
PROJECT TITLE		**CORE PROGRAM**		
NW 82nd Street Trail Project – Harbach to University				
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
9/18/24	9/16/25			
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The purpose of this project is to provide pedestrian connectivity between city park facilities and the existing greenbelt network. The proposed trail will start at the intersection of NW 82nd Street and Harbach Blvd. and run south to University Avenue, cross the street and connect to the existing greenbelt network. The trail section will also serve as a horizontal park and include additional park features to provide better user experience. The portion of the trail that runs between Harbach Blvd. and University Avenue will be within an easement. A railroad crossing will need to occur directly south of University Avenue to complete the entire connection.

Trail OPC: $600,000

Park Improvement OPC: Provided by Richard

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE
Civil Related Items (Clearing, Grading, Storm, Pavement)	100K+200K+100K+200K= 600K	9/20/24

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2026-June 30, 2027 = FY 26/27				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services					
Easement/Land					
Construction					
Total Costs					
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds					
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand					
Other:					
Total Internal Funding					
TOTAL FUNDING:					

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Chris Saltmarsh		Street (STR)		
NEW/UPDATED PROJECT		**PROJECT/FUND/ACTIVITY #**		
Replacement/Maintenance		PW-33	334	
PROJECT TITLE		**CORE PROGRAM**		
Traffic Cabinet Replacement and Infrastructure Upgrades Project		Provide for Easy Movement Within the Community and Access to the Metro		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
9/24/24	11/4/25			
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

- 14 ATC Traffic Cabinets - $406,000
- 5 Detection Systems – $135,000
- 14 Clary Battery Backup Systems - $112,000
- 14 Polara APS Pedestrian Push Button Systems – $98,000
- 14 Fiber Switches with Power Supply and SFPs – $60,000
- 14 Contractor Installation of ATC Cabinets – $59,000
- 5 Polara APS Pedestrian Push Button Systems for existing cabinets - $35,000

- Total for upgrading existing cabinets to ATC - $905,000

2026 – Construction is anticipated to be completed in the 2026 construction season.

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:	Fiscal Year Basis- July 1, 2026-June 30, 2027 = FY 26/27				
EXPENSES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services					
Easement/Land					
Construction					
Total Costs	**$905,000**				
REVENUES:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:					
Developer Contribution					
State Grant					
Federal Grant					
Local Grant					
Other: Fundraising					
Other:					
Total External Funding					
Internal Funding:	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds	$905,000				
Road Use Tax					
Franchise Fees					
TIF Abatement Bonds					
Utility: Water					
Utility: Sewer					
Utility: Stormwater					
Other: Cash on Hand					
Other:					
Total Internal Funding	$905,000				
TOTAL FUNDING:	**$905,000**				

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Water		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Rehabilitation		PW-34	435	
PROJECT TITLE		**CORE PROGRAM**		
NW 111th Street Water Main Relocation		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/26/25	Updated 10/15/25			

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	

Related to the Fortress Bank Project and the I35/80 & Hickman Interchange project.

Construction	$ 45,000
Design & Construction Services	$ 6,750
Total Cost	$ 51,750

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION

TASK		STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$6,750				
Easement/Land						
Construction		$45,000				
Total Costs		**$51,750**				
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water		$51,750				
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding		**$51,750**				
TOTAL FUNDING:						

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Sidewalks/Street Crossings		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Maintenance		PW 35	334	
PROJECT TITLE		**CORE PROGRAM**		
NW 156th & Hickman Pedestrian Crossing Improvements		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/26/25	Updated 10/15/25			
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The intersection of NW 156th and Hickman is currently not in compliance with the requirements for ramps and pedestrian crossings.

Construction	$133,600
ROW	3,000
Engineering Services	$ 46,400
Total Project Cost	$183,000
FY 26	$ 49,400
FY 27	$133,600

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)						
PHASES/TASKS/APPROVED CONTRACTORS		**COST ESTIMATES**			**DATE**	
ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK		**STAKEHOLDERS**			**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$49,400				
Easement/Land						
Construction		$133,600				
Total Costs		**$183,000**				
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						

Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd		$183,000				
Other: Donations						
Total Internal Funding		**$183,000**				
TOTAL FUNDING:		**$183,000**				

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May/Rai Tokuhisa		Stormwater Management		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
New		PW-36	427	
PROJECT TITLE		**CORE PROGRAM**		
Shadow Creek West Stormwater Detention Project		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/26/25	Updated: 10/16/2025	Construction		
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

This project is completion of the Shadow Creek West development agreement. The City will accept the neighborhood detention basin(s) once 80% of the homes in the development have been given certificates of occupancy and are fully stabilized. As part of the development agreement, the City will then construct the final water quality elements (bioretention cells within the detention basins) at no cost to the developer.

The developer fee has already been received in a previous CIP cycle.

FY2028 (Construction anticipated Fall 2027) - $293,000

Contract document development***	$15,000
Construction observation	$15,000
Global trade impact fees (for coconut coir matting)	$3,000
Interest (home construction slower than anticipated)	$25,000
Site preparation (dredging construction sediment)	$5,000
Construction of bioretention cells, EOPC from time of development	$250,000

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			**STAKEHOLDERS**		**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services		$-	$-	$30,000	$-	$-
Easement/Land		$-	$-	$-	$-	$-
Construction		$-	$-	$283,000	$-	$-
Total Costs		$0	$0	$313,000	$0	$0
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution				$250,000		
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd				$48,000		
Other: Donations						
Total Internal Funding				$48,000		
TOTAL FUNDING:				**$298,000**		

CAPITAL PROJECT TRACKING FORM (TEMPLATE)

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE
Public Works/Jeff May		Water
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**
New		PW-37
PROJECT TITLE		**CORE PROGRAM**
Citywide Fiber Project		Provide Reliable Utility Services for Daily Living and Business Activity
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**
Created 9/26/25	Updated 10/15/25	

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	

Installation of fiber to eliminate radio connects and provide fiber connections for all water infrastructure.

Construction	$1,283,875
Design Services	$ 128,400
Total Project Cost	$1,412,275

Timing of construction dependent on availability of funding.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	**STAKEHOLDERS**	**DATE/PHASE**

PROJECT FINANCING:						
EXPENSES:		**2026/27**	**2027/28**	**2028/29**	**2029/30**	**2030/31**
Professional Services						
Easement/Land						
Construction						
Total Costs						
REVENUES:		**2026/27**	**2027/28**	**2028/29**	**2029/30**	**2030/31**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026/27**	**2027/28**	**2028/29**	**2029/30**	**2030/31**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd						
Other: Donations						
Total Internal Funding						
TOTAL FUNDING:						

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jeff May		Streets Rehabilitation		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
Rehabilitation		PW-38	476	
PROJECT TITLE		**CORE PROGRAM**		
University Overlay Project – West of I35/80		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/26/25	Updated 10/15/25			

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	

Overlay of University from I35/80 to NW 142nd. This is a joint project with the City of West Des Moines. West Des Moines will be the lead on the project.

WDM's current OPC - $3,500,000
Design & Construction Services (20%) - $ 700,000
Total Project Cost $4,200,000

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE:
(DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			**STAKEHOLDERS**		**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services				$350,000	$150,000	$200,000
Easement/Land						
Construction					$1,500,000	$2,000,000
Total Costs				**$350,000**	**$1,650,000**	**$2,200,000**
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant: STBG						
Local Grant						
Other: Fundraising						
Other: West Des Moines				$175,000	$825,000	$650,000
Total External Funding				**$175,000**	**$825,000**	**$650,000**
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd				$175,000	$175,000	$350,000
Other: LOST PC					$650,000	$800,000
Other: LOST DC						$400,000
Total Internal Funding				**$175,000**	**$825,000**	**$1,550,000**
TOTAL FUNDING:				**$350,000**	**$1,650,000**	**$2,200,000**

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jon Cygan		Streets		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
New		PW-39		
PROJECT TITLE		**CORE PROGRAM**		
Buffalo Road Overlay Project		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 9/26/25	Updated 10/16/25			
PURPOSE/SCOPE AND DESCRIPTION OF PROJECT		**DATE SCOPE APPROVED BY CM:**		

The City of Windsor Heights has scheduled the overlay of 73rd Street in 2030. Buffalo Road in Clive is an overlay street that connects to 73rd Street. The PCI indicates Buffalo Road is in fair condition and in need of maintenance. Coordinating the milling and overlay of Buffalo Road at the same time as 73rd Street improvements would be ideal.

2030 Construction - $30,000

Scope of work includes approximately 30 tons of asphalt, pavement markings, pedestrian improvements, storm improvements. Coordination with neighboring commercial properties, DART bus routing, and railroad will need to be considered.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION		
TASK	STAKEHOLDERS	DATE/PHASE

PROJECT FINANCING:						
EXPENSES:		2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Professional Services						
Easement/Land						
Construction					$30,000	
Total Costs						
REVENUES:		2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	Carry Over	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd					$30,000	
Other: Donations						

Total Internal Funding					$30,000	
TOTAL FUNDING:					**$30,000**	

CAPITAL PROJECT TRACKING FORM

DEPARTMENT/PROJECT MANAGER		PROJECT TYPE		
Public Works/Jerry Freestone/Chris Saltmarsh		Traffic		
NEW/REPLACEMENT		**PROJECT/FUND/ACTIVITY #**		
New		PW-40	334	
PROJECT TITLE		**CORE PROGRAM**		
GridSmart Traffic Detection Upgrade		Provide Reliable Utility Services for Daily Living and Business Activity		
DATE CREATED/DATE UPDATED		**STRATEGY, PLAN OR STUDY**		
Created 10/15/25	Updated 10/16/2025			

PURPOSE/SCOPE AND DESCRIPTION OF PROJECT	DATE SCOPE APPROVED BY CM:	

GridSmart has informed the City that they will no longer support the GS2 detector after November of 2026. The GridSmart detectors will need to be upgraded to the new GS3 detectors and the trade-in program expires December 2026. The City has 16 GS2 detectors that need to be upgraded. The detectors will be installed by Public Works.

2026 Construction - $10,000 each with trade-in of GS2. 16 @ $10,000 each = $160,000.

PROJECT DETAIL TRACKING: STATUS OF FUNDING/CHANGE ORDERS/AMENDMENTS (BEGINNING TO END, INTERNAL AND EXTERNAL FUNDING AND DESIGN)

PROJECT PHASES/ESTIMATED COSTS/SCHEDULE: (DESIGN, ROW, UTILITIES, APPROVED CONTRACTORS, TOTAL PER FY)

PHASES/TASKS/APPROVED CONTRACTORS	COST ESTIMATES	DATE

ENGAGEMENT PLAN, INCLUDING STAKEHOLDERS AND SCHEDULE OF IMPLEMENTATION						
TASK			**STAKEHOLDERS**		**DATE/PHASE**	
PROJECT FINANCING:						
EXPENSES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
Professional Services						
Easement/Land						
Construction		$160,000				
Total Costs		**$160,000**				
REVENUES:		**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
External Funding Sources:						
Developer Contribution						
State Grant						
Federal Grant						
Local Grant						
Other: Fundraising						
Other:						
Total External Funding						
Internal Funding:	**Carry Over**	**2026-2027**	**2027-2028**	**2028-2029**	**2029-2030**	**2030-2031**
General Obligation Bonds						
Road Use Tax						
Franchise Fees						
TIF Abatement Bonds						
Utility: Water						
Utility: Sewer						
Utility: Stormwater						
Other: Cash/Grants Rcvd		$160,000				
Other: Donations						
Total Internal Funding		**$160,000**				
TOTAL FUNDING:		**$160,000**				

City of Clive 2026 - 2030
Capital Improvements Program

PROJECT LISTING

1. Fire Engine Replacement (2029-2030)
2. Alice's Road Reconstruction Phase 1b (2026-2027)
3. Shadow Creek West Stormwater Detention (2028-2029)
4. 156th & Hickman Intersection Pedestrian Improvements (2026)
5. Swanson Boulevard Rebab (2028-2029)
6. Campbell Park Improvements and Bridge (2028-2030)
7. Sunset Terrace Reconstruction (2027-2028)
8. Little Walnut Creek Stream & Trail Extension (2026-2028)
9. Alice's Road Park Planning (2030)
10. Greenbelt Trail Improvement (Bridge) (2028)
11. University Blvd Pump Station Improvements (2026-2028)
12. Harbach Phase 2 Reconstruction (2026-2027)
13. University Boulevard Flood Mitigation (2026-2030)
14. NW 82nd Street Trail Extension (2028-2029)
15. Clark Street Roundabouts (2029-2030)
16. Shuler Pond Park (2028-2029)
17. Water Main Replacement - NW 78th & 80th Street (2027-2028)
18. Colby Avenue Reconstruction (2028-2029)
19. Alices Road Reconstruction Phase 2 (2029-2030)
20. Alices Road Reconstruction Phase 3 (2028-2029)
21. Alices Road Reconstruction Phase 4 (2027-2028)
22. Water Main Replacement - NW 84th/Clark Street (2028-2029)
23. Rio Valley Park Improvements (2027-2028)
24. Water Main Replacement - Franklin Avenue (2029-2030)
25. Indian Hills Jr High Greenspace Master Planning (2026-2027)
26. Porter Shelter Area Improvements (2028-2029)
27. Karp Park Glow Trail (2026-2027)
28. 86th and Alice Ave Redevelopment (2026)
29. University Ave Overlay West of I-35/80 (2030)
30. 86th Street Water Trails Access (2029-2030)

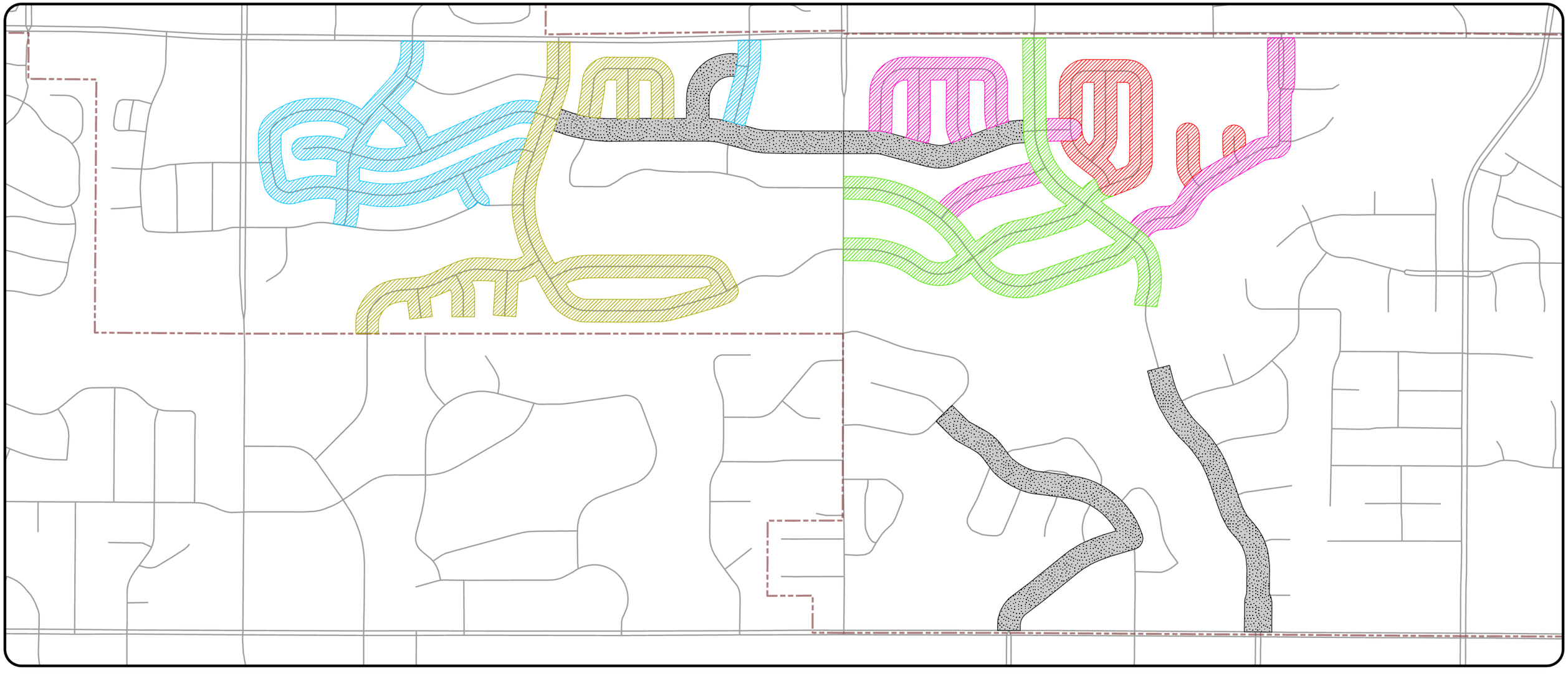
KEY

- Transportation / Traffic
- Water Improvements
- Sanitary / Storm Sewer Improvements
- Park / Trail Improvements
- City / Facility Improvements

0 500 1,000 2,000 Feet

N

City of Clive
Overlay CIP Map



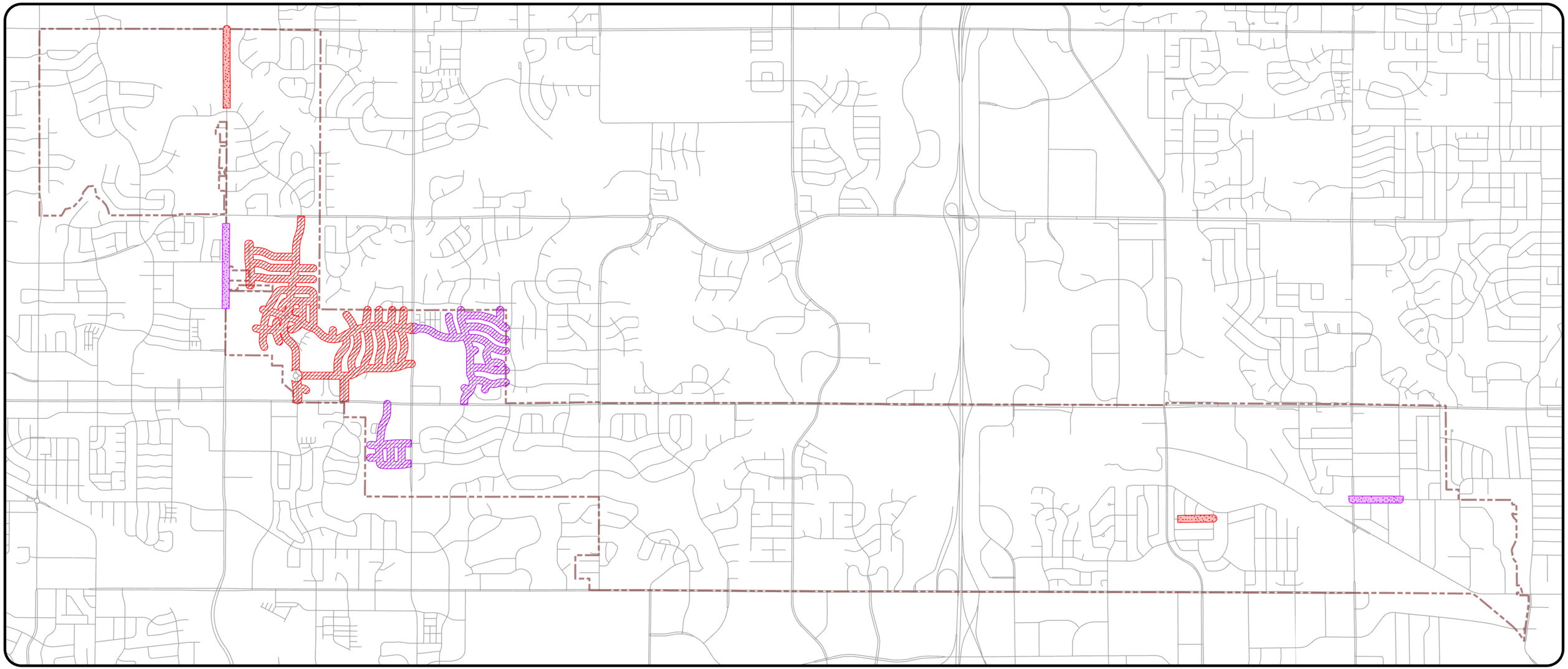


0 250 500 1,000 Feet

Previous Overlays
2026 Overlays $1.4M
2027 Overlays $1.4M
2028 Overlays $1.4M
2029 Overlays $1.2M
2030 Overlays $1.2M

Miles: 14.3 (15.3 Including Western Lobe)
Square Yards: 232,00 (249,000 Including Western Lobe)

City of Clive Comprehensive Pavement Rehabilitation Program - 2026 / 2027



0 1,000 2,000 4,000 Feet

2026 - Rehabilitation

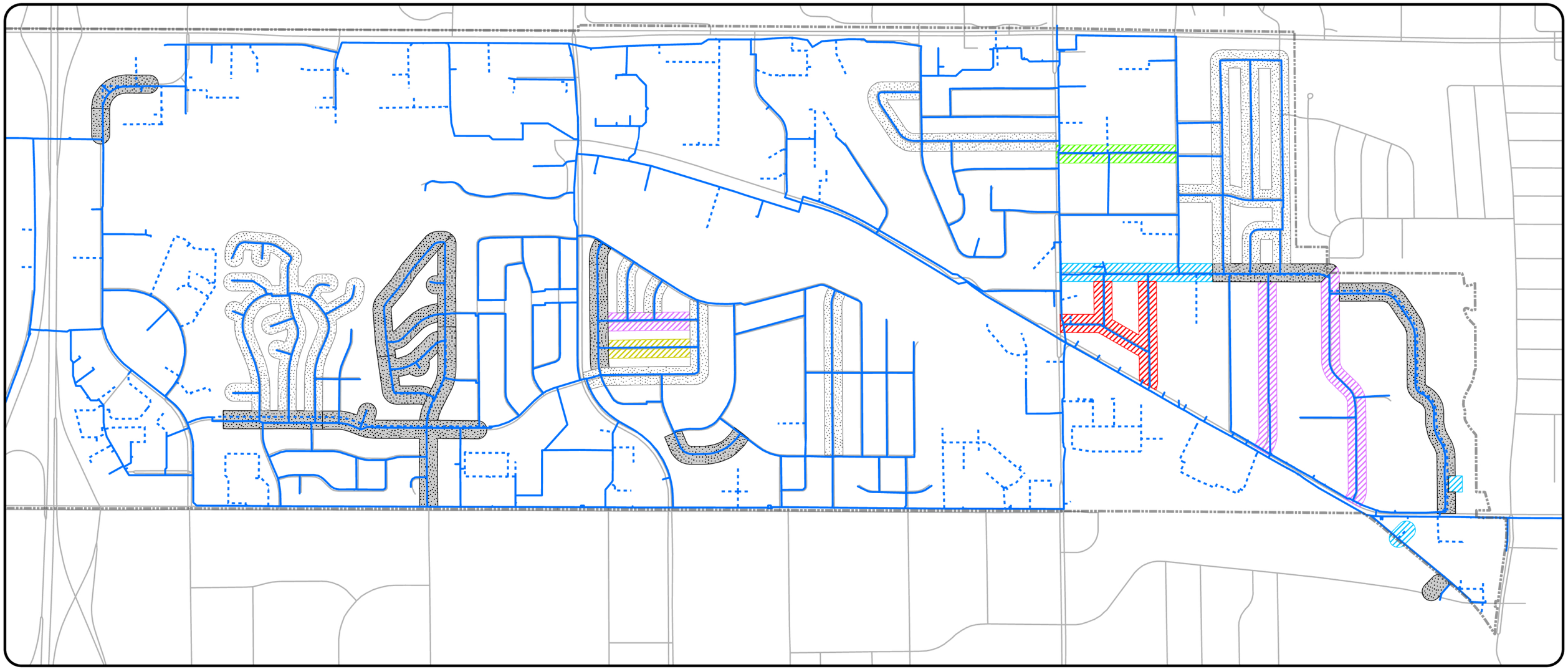
2026 - Reconstruction

2027 - Rehabilitation

2027 - Reconstruction

Appendix 8

City of Clive Comprehensive Water Network Rehabilitation Program





0 500 1,000 2,000 Feet

2026 2027 2028 2029 2030 Completed To Be Scheduled

Memo

TO: Mayor and Council members
FROM: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Public Hearing - Little Walnut Creek West of Alice's Road - Large Woody Vegetation Management

SYNOPSIS:
This project includes the removal of large woody vegetation from the Little Walnut Creek Greenbelt between Alice's Road and Warrior Lane as part of the larger Little Walnut Creek projects that seek to stabilize Little Walnut Creek, restore the surrounding greenbelt and construction of a new trail through the greenbelt. The project scope includes all labor, materials, equipment and supplies needed to identify native, undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream restoration construction project) to protect desirable native vegetation and install necessary creek crossings and erosion control measures needed to accomplish the project.

This 84-acre project includes harvesting logs from approximately 2,750 trees and brush cutting to be stockpiled in 13 different locations. All trees and invasive honey suckle will be stump treated to prevent regrowth. Many of the trees and shrubs will be harvested by hand south of the creek on very steep slopes where equipment cannot be utilized. The stockpiles are located north of the creek, so creek crossings will also need to be built for access south of the creek for harvesting. The project will include SWPP Management and equipment mobilization. Phase 1 of this project must be substantially completed by March 1, 2026, and Phase 2, March 1, 2027. The project also includes SWPPP management and equipment mobilization.

Bids for the above-referenced project were received on December 3, 2025. One bid was received for the work from HGS, LLC, which was nearly 5% under the cost estimate for the project.

- Estimate: $1,882,185.00
- HGS, LLC: $1,795,497.25

HGS, LLC specializes in this type of work and has performed numerous woody vegetation management projects providing wetland mitigation, vegetation clearing services, tree removal, erosion control and invasive species removal throughout the Midwest.

At the December 11, 2025, City Council meeting staff asked the City Council to continue the public hearing before awarding the contract for this item. This continuation was to allow staff to better understand the impact awarding the contract might have on the upcoming banking instrument viability, which could have a significant financial impact should the banking instrument no longer become viable.

Staff have confirmed that the City can award the contract without jeopardizing the banking instrument as long as the City clearly delineates all the phasing for work and none of the work starts in the banking instrument area prior to it being approved. The result of this clarification is that staff will be reordering the work that will be done as part of this project so that the areas not part of the future banking instrument will be completed first and then, once the banking

instrument is approved, work will be completed in those areas.

Based on this information and the upcoming City of Waukee project to replace the Warrior Lane bridge over Little Walnut Creek, it is no longer imperative that the creek work begin at Warrior Lane as was originally intended. To this end, adjusting the sequence of the vegetation and steam is inconsequential, which allows the city to move with the vegetation management work without impacting the banking instrument and timing for the rest of the Little Walnut Creek projects.

Staff recommends that a contract be awarded to HGS, LLC, in the amount of $1,795,497.25.

Attachments:
1. F1 - All Surveyed Trees - Phase 1_final
2. F2 - All Surveyed Trees - Phase 2_final



Figure 1
Surveyed Trees For Removal - Phase 1

Little Walnut Creek
Dallas County, IA

N

0 125 250
Feet

Reference: Project limits are approximate. The property boundaries depicted on this map have not been surveyed and are for project planning purposes only. This information is not to be used as final legal boundaries.

Imagery & Data Sources: Esri World Imagery, RES Tree Survey, Stantec Tree Survey

Spatial Reference:
NAD 1983 StatePlane Iowa South FIPS 1402 Feet

Date Exported: 11/14/2025

res
www.res.us

Cartographer: nconn | POC: bstaehlin | Path: GIS\Projects\AA\12936_LittleWalnutCreek_Bid_Assistance\PROJ\12936_LWC_Bid_Assistance_1_13_edits.aprx | Layout: P1 - All Surveyed Trees - Phase 1

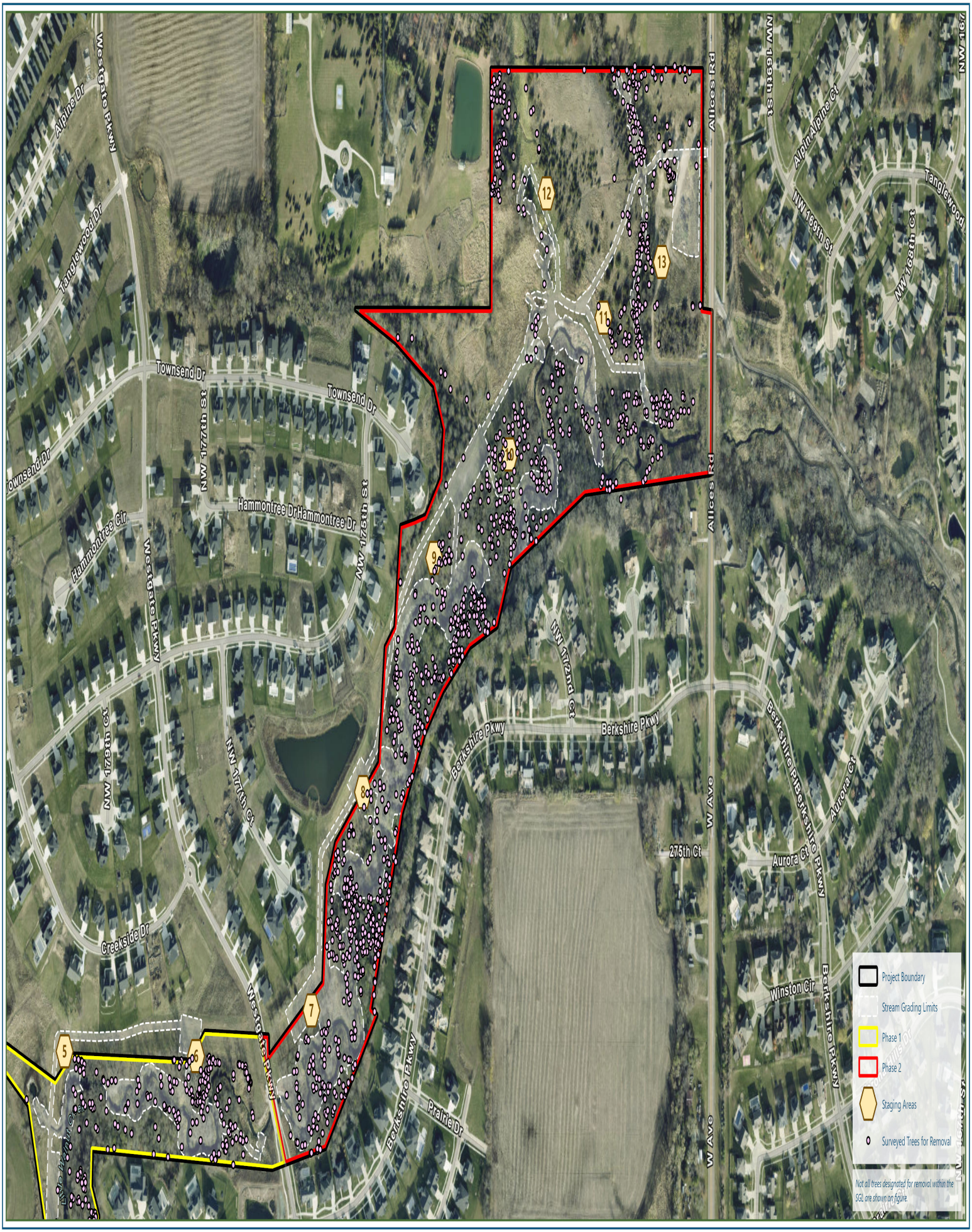


Figure 2
Surveyed Trees For Removal - Phase 2

Little Walnut Creek
Dallas County, IA

N
0 175 350
Feet

Reference: Project limits are approximate. The property boundaries depicted on this map have not been surveyed and are for project planning purposes only. This information is not to be used as final legal boundaries.
Imagery & Data Sources: Esri World Imagery, RES Tree Survey, Stantec Tree Survey
Spatial Reference:
NAD 1983 StatePlane Iowa South FIPS 1402 Feet
Date Exported: 11/14/2025

res
www.res.us

Memo

TO: Mayor and Council members
FROM: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Resolution approving plans and specifications

SYNOPSIS:

Attachments:
1. 002_Resolution - LWC_Stream West - Plans

RESOLUTION NO. _____

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS FOR THE LITTLE WALNUT CREEK WEST OF ALICE ROAD-LARGE WOODY VEGETATION MANAGEMENT

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 Little Walnut Creek West Alice Road-Large Woody Vegetation Management (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: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Receipt of bids

SYNOPSIS:

Attachments:
1. Bid Tab

BID TABULATION FORM
PROJECT: LITTLE WALNUT CREEK WEST OF ALICE'S ROAD - LARGE WOODY VEGETATION MANAGEMENT
BIDS RECEIVED: DECEMBER 3RD, 2025

				Engineer's Opinion of Probable Construction Cost		HGS, LLC 10% Bid Bond	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Brush Cutting (ALL)< 6" DBH	9.7	AC	$ 5,500.00	$ 53,350.00	$ 3,094.00	30,011.80
2	Tree Removal (ALL) 6-9" DBH	146	EACH	$ 350.00	$ 51,100.00	$ 440.00	64,240.00
3	Tree Removal (ALL) 10-26" DBH	319	EACH	$ 550.00	$ 175,450.00	$ 552.00	176,088.00
4	Tree Removal (ALL) >26" DBH	7	EACH	$ 2,700.00	$ 18,900.00	$ 936.00	6,552.00
5	Brush Cutting (TARGET)< 6" DBH	17.08	AC	$ 6,500.00	$ 111,020.00	$ 3,053.00	52,145.24
6	Tree Removal (TARGET) 6-9" DBH	230	EACH	$ 350.00	$ 80,500.00	$ 456.00	104,880.00
7	Tree Removal (TARGET) 10-26" DBH	189	EACH	$ 550.00	$ 103,950.00	$ 553.00	104,517.00
8	Tree Removal (TARGET) >26" DBH	7	EACH	$ 1,900.00	$ 13,300.00	$ 936.00	6,552.00
9	Brush Cutting (ALL)< 6" DBH	14.51	AC	$ 5,500.00	$ 79,805.00	$ 3,068.00	44,516.68
10	Tree Removal (ALL) 6-9" DBH	272	EACH	$ 350.00	$ 95,200.00	$ 451.00	122,672.00
11	Tree Removal (ALL) 10-26" DBH	516	EACH	$ 550.00	$ 283,800.00	$ 565.00	291,540.00
12	Tree Removal (ALL) >26" DBH	16	EACH	$ 2,100.00	$ 33,600.00	$ 926.00	14,816.00
13	Brush Cutting (TARGET)< 6" DBH	42.37	AC	$ 3,000.00	$ 127,110.00	$ 3,069.00	130,033.53
14	Tree Removal (TARGET) 6-9" DBH	546	EACH	$ 350.00	$ 191,100.00	$ 467.00	254,982.00
15	Tree Removal (TARGET) 10-26" DBH	485	EACH	$ 500.00	$ 242,500.00	$ 565.00	274,025.00
16	Tree Removal (TARGET) >26" DBH	15	EACH	$ 1,900.00	$ 28,500.00	$ 941.00	14,115.00
17	As-Built Documentation	2	EA	$ 4,000.00	$ 8,000.00	$ 11,614.00	23,228.00
18	SWPPP Management	1	LS	$ 5,000.00	$ 5,000.00	$ 17,021.00	17,021.00
19	Mobilization	2	EA	$ 90,000.00	$ 180,000.00	$ 31,781.00	63,562.00
	TOTAL CONSTRUCTION COST				**$ 1,882,185.00**		**$ 1,795,497.25**

Error Corrected by Engineer

Memo

TO: Mayor and Council members
FROM: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Resolution awarding contract - HGS, LLC - $1,795,497.25

SYNOPSIS:

Attachments:
1. 004_Resolution - LWC_Stream West - Award
2. Contract

RESOLUTION NO. _____

RESOLUTION AWARDING CONTRACT FOR THELITTLE WALNUT CREEK WEST OF ALICE ROAD-LARGE WOODY VEGETATION MANAGEMENT PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of costs for the Little Walnut Creek West of Alice Road-Large Woody Vegetation Management 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 $1,795,497.25by HGS, LLCfor 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

CITY OF CLIVE
LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT
CITY HALL PROJECT NO. 389-5750-6799-03
November 14, 2025



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

Rai Tokuhisa — 11/14/2025

SIGNATURE — DATE

RAI A TOKUHISA

PRINTED OR TYPED NAME

MY REGISTRATION RENEWAL DATE IS DECEMBER 31, 2025

PAGES OR SHEETS COVERED BY THIS SEAL: NTB-1 to NTB-2, ITB-1 to ITB-2, P-1 to P-4, BB-1 to BB-3, C-1 to C-5, PM-1 to PM-4, NP-1, SP1-1 to SP1-6, SP2-1 to SP2-9, SP3-1, SP4-1, Figure 1, Figure 2, Project Quantities, Phasing, and Estimate Reference Notes

PREPARED BY:

City of Clive, Iowa
Public Works Department
Water Resources Division
2123 NW 111th Street
Clive, IA 50325-3755
(515) 223-6231

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

CITY OF CLIVE, IOWA

CITY PROJECT NUMBER 389-5750-6799-03

The following documents are a part of this contract. If any part thereof is found to be incomplete or missing, contact the Clive City Clerk immediately. The owner reserves the right to reject any bid based on an incomplete contract document.

Document

Notice to Bidders ..... NTB-1 to NTB-2
Instructions to Bidders ..... ITB-1 to ITB-2
Proposal ..... P-1 to P-5
Bid Bond ..... BB-1 to BB-2
Contract ..... C-1 to C-5
Performance, Payment and Maintenance Bond ..... PM-1 to PM-4
Notice to Proceed NP-1
Figure 1 and 2 ..... F1-F2
Project Quantities, Phasing, and Estimate Reference Notes ..... PQ

Contract Provisions

Part 1 – General Requirements ..... SP1-1 to SP1-6
Part 2 – Special Construction ..... SP2-1 to SP2-9
Part 3 – Resident Bidder Preference Law SP3-1
Part 4 – Title VI Assurances SP4-1

Standard Details

The Details provided in the Statewide Urban Design Standards and Specifications for Public Improvements, most recent edition, as further modified by all subsequent revisions and special provisions included in the contract documents shall apply to construction work on this project.

Specifications

The Statewide Urban Design Standards and Specifications for Public Improvements, most recent edition, as further modified by all subsequent revisions and special provisions included in the contract documents shall apply to construction work on this project.

NOTICE TO BIDDERS AND NOTICE OF PUBLIC HEARING

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

Time and Place for Pre-Bid Meeting. A pre-bid meeting will be held at 2:00 p.m. on November 20th, 2025 at the Harbach Center 8505 Harbach Blvd, Clive, Iowa 50325. Prospective bidders are highly encouraged to attend. A link for virtual attendance may be emailed upon request. Requests may be made to Clive Public Works, attn: Rai Tokuhisa at (515) 223-6231.

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising each improvement as stated below must be filed before 2:00 p.m. on December 3rd, 2025 in the office of the City Clerk, Harbach Center 8505 Harbach Blvd, Clive, Iowa 50325.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 2:00 p.m. on December 3rd, 2025 in Harbach Center 8505 Harbach Blvd for consideration by the Clive City Council at its meeting on December 11th, 2025. The City of Clive reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the improvements shall be commenced upon receipt of the written Notice to Proceed. Notice to Proceed for Phase 1 shall be no sooner than January 1st, 2026. Phase 1 shall be substantially complete by March 1st, 2026. Notice to Proceed for Phase 2 shall be no sooner than November 1st, 2026. Phase 2 shall be substantially complete by March 1st, 2027. Substantial completion will be achieved upon stockpiling of material and treatment of all stumps. Liquidated damages for noncompliance with said substantial completion provisions will be assessed at the rate of Five Hundred Dollars ($500.00) for each calendar day thereafter that the work remains incomplete. Remaining punch list items, removal of creek crossing(s), and restoration shall be completed by April 1st, 2027.

Bid Security. Each bidder shall accompany its bid with bid security as security that the successful bidder will enter into a contract for the work bid upon and will furnish, after the award of contract, a corporate surety bond, in form acceptable to the Jurisdiction, for the faithful performance of the contract, in an amount equal to one hundred percent of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check, a certified check, or a bank money order drawn on a FDIC insured bank in Iowa or on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond on the form provided in the contract documents with corporate surety satisfactory to the Jurisdiction. The bid shall contain no condition except as provided in the specifications.

Contract Documents. Copies of the contract documents are available from the Public Works Department and may be examined at the Public Works Facility, 2123 NW 111th Street, Clive, Iowa.. Copies shall be available at no cost. Digital copies and data are available upon request. Requests may be made to Clive Public Works, attn: Rai Tokuhisa at (515) 223-6231. Project documents will be on file for inspection at the following offices after issuance date:

Construction Update Plan Room Network
Des Moines Office
221 Park Street
Des Moines, IA 50303
(515) 288-8904 or 1-800-362-2578

Dodge Data & Analytics
3315 Central Avenue
Hot Springs, AR 71913
1-800-328-4542 Ext. 3628

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement. A public hearing will be held by the Clive City Council on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvements, as bid by the selected bidder, at its meeting at 6:00 pm on December 11th, 2025 in said Council Chambers of the City Hall, 1900 NW 114th Street, Clive, Iowa.

Preference of Products and Labor. By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

Resident Bidder Preference Law. Iowa Code 73A.21 outlines the reciprocal resident bidder and labor force preference statute. The Iowa Department of Labor (DOL) has adopted administrative rules to enforce this law. Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

Title VI Assurances. The City of Clive in accordance with Title VI of the Civil Rights Act of 1964, Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, or disability in consideration for award.

Sales Tax. The bidder shall **not** include sales tax in the bid. Rather, the City will issue tax exemption certificates to the successful low bidder after the project has been awarded.

General Nature of Public Improvement. This project includes all labor, materials, equipment and supplies needed to identify native, native undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream restoration construction project); protect of desirable native vegetation; and install necessary creek crossing(s) and erosion control measures. Specific project location along with the kind and approximate quantity of materials to be used shall be as set forth in the Plans and Specifications.

This notice is given by authority of the City of Clive.

_____

Matthew D. Graham, City Clerk

Bid Date: December 3rd, 2025
Time: 2:00 P.M.

INSTRUCTIONS TO BIDDERS

Project Name: LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

City of Clive Project Identification City Hall Number 389-5750-6799-03

The work comprising the above referenced project shall be constructed in accordance with the Iowa Statewide Urban Design and Specifications 2025 Edition, plus applicable General Supplemental Specifications, Developmental Specifications, Supplemental Specifications and Special Provisions shall apply to construction work on this contract and as further modified by subsequent revisions and Special Provisions included in the contract documents. The terms used in the contract revision of the documents are defined in said Standard Specifications. Before submitting your bid, please review the General Requirements and Covenants, in particular the sections regarding proposal requirements and award of contract. Please be certain that all documents have been completed properly, as failure to complete and sign all documents and to comply with the requirements listed below can cause your bid not to be read.

I. BID SECURITY

The bid security must be in the minimum amount of 10% of the total bid amount including all add alternates (do not deduct the amount of deduct alternates). Bid security shall be in the form of a cashier's check, a certified check, or a bank money order drawn on a FDIC insured bank in Iowa or drawn on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond executed by a corporation authorized to contract as a surety in Iowa or satisfactory to the Jurisdiction. The bid bond must be submitted on the enclosed Bid Bond form as no other bid bond forms are acceptable. All signatures on the bid bond must be original signatures in ink; facsimile (fax) of any signature on the bid bond is not acceptable. Bid security other than said bid bond shall be made payable to the City of Clive, Iowa. "Miscellaneous Bank Checks", and personal checks, as well as "Money Orders" and "Traveler's Checks" issued by persons, firms or corporations licensed under Chapter 533B of the Iowa Code, are not acceptable bid security.

II. SUBMISSION OF THE PROPOSAL AND IDENTITY OF BIDDER

A. The proposal shall be sealed in an envelope, properly identified as the Proposal with the project title and the name and address of the bidder, and deposited with the Jurisdiction at or before the time and at the place provided in the Notice to Bidders. It is the sole responsibility of the bidder to see that its proposal is delivered to the Jurisdiction prior to the time for opening bids, along with the appropriate bid security sealed in a separate envelope identified as Bid Security and attached to the outside of the bid proposal envelope. Any proposal received after the scheduled time for the receiving of proposals will be returned to the bidder unopened and will not be considered. If the Jurisdiction provides envelopes for proposals and bid security, bidders shall be required to utilize such envelopes in the submission of their bids.

B. The following documents shall be completed, signed and returned in the Proposal envelope. The bid cannot be read if any of these documents are omitted from the Proposal envelope.

1. PROPOSAL – Complete each of the following parts:

- Part B – Acknowledgment of Addenda, if any have been issued;

- Part C – Bid Items, Quantities and Prices

- Part F – Additional Requirements;

The following documents which are proposal attachments, must be completed and attached:

ITEM NO.	DESCRIPTION OF ATTACHMENT
1.	Bidder Status Form
2.	
3.	
4.	
5.	
6.	

- Part G – Identity of Bidder;

Sign the proposal; and have the signature notarized. The signature on the proposal and all proposal attachments must be an original signature in ink signed by the same individual who is the Company Owner or an authorized Officer of the Company; copies or facsimile of any signature will not be accepted.

The following documents must be submitted as printed. No alterations, additions, or deletions are permitted. If the Bidder notes a requirement in the contract documents that the Bidder believes will require a conditioned or unsolicited alternate bid, the Bidder must immediately notify the Jurisdictional Engineer in writing. The Jurisdictional Engineer will issue any necessary interpretation by an addendum.

TO: The Honorable Mayor and
Members of the City Council
City of Clive, Iowa

PROPOSAL

PROPOSAL: PART A – SCOPE

The City of Clive, hereinafter called the "Jurisdiction", has need of a qualified contractor to complete the work comprising the below referenced improvement. The undersigned Bidder hereby proposes to complete the work comprising the below referenced improvement as specified in the contract documents, which are officially on file with the Jurisdiction, in the office of the City Clerk, at the prices hereinafter provided in Part C of the Proposal, for the following described improvements:

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

This project includes all labor, materials, equipment and supplies needed to identify native, native undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream restoration construction project); protect of desirable native vegetation; and install necessary creek crossing(s) and erosion control measures. Specific project location along with the kind and approximate quantity of materials to be used shall be as set forth in the Plans and Specifications.

PROPOSAL: PART B – ACKNOWLEDGMENT OF ADDENDA

The Bidder hereby acknowledges that all addenda become a part of the contract documents when issued, and that each such addendum has been received and utilized in the preparation of this bid. The Bidder hereby acknowledges receipt of the following addenda by inserting the number of each addendum in the blanks below:

ADDENDUM NUMBER 1 ADDENDUM NUMBER _____

ADDENDUM NUMBER _____ ADDENDUM NUMBER _____

and certifies that said addenda were utilized in the preparation of this bid.

PROPOSAL: PART C – BID ITEMS, QUANTITIES AND PRICES

UNIT BID PRICE CONTRACTS: The Bidder must provide the Unit Bid Price, the Total Bid Price, any Alternate Prices and the Total Construction Costs on the Proposal Attachment: Part C – Bid Items, Quantities, and Prices. In case of discrepancy, the Unit Bid Price governs. The quantities shown on the Proposal Attachment: Part C – Bid Items, Quantities and Prices are approximate only, but are considered sufficiently adequate for the purpose of comparing bids. The Total Construction Cost plus any alternates selected by the Jurisdiction shall be used only for comparison of bids. The Total Construction Cost, including any Add-Alternates, shall be used for determining the sufficiency of the bid security.

BASE BID CONTRACTS: The Bidder must provide any Bid Prices, any Alternate Prices, and the Total of the Base Bid plus any Add-Alternates on the Proposal Attachment: Part C – Bid Items, Quantities, and Prices. The Total of the Base Bid plus any Alternates selected by the Jurisdiction shall be used only for comparison of bids. The Total of the Base Bid plus any Add-Alternates shall be used for determining the sufficiency of the bid security.

PROPOSAL: PART D – GENERAL

The Bidder hereby acknowledges that the Jurisdiction, in advertising for public bids for this project reserves the right to:

1. Reject any or all bids. Award of the contract, if any, to be to the lowest responsible, responsive bidder or as deemed in the best interest of the City; and
2. Reject any or all alternates in determining the items to be included in the contract. Designation of the lowest responsible, responsive bidder to be based on comparison of the total bid plus any selected alternates; and
3. Make such alterations in the contract documents or in the proposal quantities as it determines necessary in accordance with the contract documents after execution of the contract. Such alterations shall not be considered a waiver of any conditions of the contract documents, and shall not invalidate any of the provisions thereof; and

The Bidder hereby agrees to:

1. Enter into a contract, if this proposal is selected, in the form approved by the Jurisdiction, provide proof of registration with the Iowa Division of Labor in accordance with Chapter 91C of the Iowa Code, and furnish a performance, maintenance, and payment bond; and
2. Forfeit bid security, not as a penalty but as liquidated damages, upon failure to enter into such contract and/or to furnish said bond; and
3. Commence the work on this project upon receipt of the written Notice to Proceed and substantially complete by March 1st, 2026 for Phase 1 and March 1st, 2027 for Phase 2. Substantial completion will be achieved upon stockpiling of large woody material and treatment of all stumps. Liquidated damages for noncompliance with said substantial completion provisions will be assessed at the rate of Five Hundred Dollars ($500.00) for each calendar day thereafter that the work remains incomplete. Remaining punch list items, removal of creek crossing(s), and restoration shall be completed by April 1st, 2027.

PROPOSAL: PART E – NON-COLLUSION AFFIDAVIT

The Bidder hereby certifies:

1. That this proposal is not affected by, contingent on, or dependent on any other proposal submitted for any improvement with the Jurisdiction; and

2. That no individual employed by the Bidder has employed any person to solicit or procure the work on this project, nor will any employee of the Bidder make any payment or agreement for payment of any compensation in connection with the procurement of this project; and

3. That no part of the bid price received by the Bidder was or will be paid to any person, corporation, firm, association, or other organization for soliciting the bid, other than the payment of their normal compensation to persons regularly employed by the Bidder whose services in connection with the construction of the project were in the regular course of their duties for the Bidder; and

4. That this proposal is genuine and not collusive or sham; that the Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to submit a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought, by agreement or collusion, or communication or conference, with any person, to fix the bid price of the Bidder or of any other bidder, and that all statements in this proposal are true; and

5. That the individual(s) executing this proposal have the authority to execute this proposal on behalf of the Bidder.

PROPOSAL: PART F – ADDITIONAL REQUIREMENTS

The Bidder hereby agrees to comply with the additional requirements listed below which are included in this proposal and identified as proposal attachments:

ITEM NO.	DESCRIPTION OF ATTACHMENT
1.	Bidder Status Form
2.	
3.	
4.	
5.	
6.	

(CONT. - PROPOSAL)

Clive Project No. 389-5750-6799-03

PROPOSAL: PART G – IDENTITY OF BIDDER

The Bidder shall indicate whether the bid is

Submitted by a/an:

- ☐ Individual, Sole Proprietorship
- ☐ Partnership
- ☐ Corporation
- ☒ Limited Liability Company
- ☐ Joint-venture: all parties must join-in and execute all documents
- ☐ Other

HGS, LLC

Bidder

Signature

By Lucas Lilly

General Manager, Midwest

Title

3700 SE Belsser Drive, Suites D & E

Street Address

Grimes, IA 50111

City, State, Zip Code

608-214-2365

Telephone Number

The Bidder shall enter its Public Registration Number C 1 4 3 7 - 0 4 issued By the Iowa Commissioner of Labor Pursuant Section 91C.5 of the Iowa Code.

Type or print the name and title of the company's owner, president, CEO, etc. if different person than entered above.

Roger Wiederkehr

Name

CEO

Title

NOTE: The signature on this proposal must be an original signature in ink; copies or facsimile of any signature will not be accepted.

Subscribed and sworn to before me this 2nd day of December, 2025.

Charles Campbell

Notary Public in and for: State of Wisconsin County of Rock

CHARLES CAMPBELL NOTARY PUBLIC STATE OF WISCONSIN

My commission expires 5/13/2028

PROPOSAL

PROPOSAL ATTACHMENT: PART C – BID ITEMS, QUANTITIES AND PRICES

The bidder must provide the Unit Bid Price(s), the Total Bid Price, any Alternate Price(s), and the Total Construction Cost; in case of discrepancy, the Unit Bid Price governs. This is a Unit Bid Price Contract. The quantities shown on the Bid Schedule are approximate only, but are considered sufficiently adequate for the purpose of comparing bids. The Total Construction Cost plus any alternate selected by the Jurisdiction shall be used only for comparison of bids. The Total Construction Cost plus any Add-Alternates shall be used for determining the sufficiency of the bid security.

Phase	Item No	Item Name	Unit	Quantity	Unit Price	Total Price
1	1	Brush Cutting (ALL) < 6" DBH	9.70	AC	$3,094.00	$30,011.80
	2	Tree Removal (ALL) 6-9" DBH	146	EACH	$440.00	$64,240.00
	3	Tree Removal (ALL) 10-26" DBH	319	EACH	$552.00	$176,088.00
	4	Tree Removal (ALL) >26" DBH	7	EACH	$936.00	$6,552.00
	5	Brush Cutting (TARGET) < 6" DBH	17.08	AC	$3,053.00	$52,145.24
	6	Tree Removal (TARGET) 6-9" DBH	230	EACH	$456.00	$104,880.00
	7	Tree Removal (TARGET) 10-26" DBH	189	EACH	$553.00	$104,517.00
	8	Tree Removal (TARGET) >26" DBH	7	EACH	$936.00	$6,552.00
2	9	Brush Cutting (ALL) < 6" DBH	14.51	AC	$3,068.00	$44,516.68
	10	Tree Removal (ALL) 6-9" DBH	272	EACH	$451.00	$122,672.00
	11	Tree Removal (ALL) 10-26" DBH	516	EACH	$565.00	$291,540.00
	12	Tree Removal (ALL) >26" DBH	16	EACH	$926.00	$14,816.00
	13	Brush Cutting (TARGET) < 6" DBH	42.37	AC	$3,069.00	$130,033.53
	14	Tree Removal (TARGET) 6-9" DBH	546	EACH	$467.00	$254,982.00
	15	Tree Removal (TARGET) 10-26" DBH	485	EACH	$565.00	$274,025.00
	16	Tree Removal (TARGET) >26" DBH	15	EACH	$941.00	$14,115.00
All	17	As-Built Documentation	2	EA	$11,614.00	$23,228.00
All	18	SWPPP Management	1	LS	$17,021.00	$17,021.00
All	19	Mobilization	2	EA	$31,781.00	$63,562.00
					TOTAL	$1,795,497.25

NOTE: IT IS UNDERSTOOD THAT THE ABOVE QUANTITIES ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE CITY. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE TOTAL BID SHALL NOT AFFECT THE UNIT PRICE.

BID BOND

KNOW ALL BY THESE PRESENTS:

That we, _____, as Principal, and _____, as Surety, are held and firmly bound unto CITY OF CLIVE, as Obligee, (hereinafter referred to as "the Jurisdiction"), in the penal sum of _____ dollars ($_____), lawful money of the United States, for which payment said Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

The condition of the above obligation is such that whereas the Principal has submitted to the Jurisdiction a certain proposal, in a separate envelope, and hereby made a part hereof, to enter into a contract in wiring, for the following described improvements;

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

This project includes all labor, materials, equipment and supplies needed to identify native, native undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream restoration construction project); protect of desirable native vegetation; and install necessary creek crossing(s) and erosion control measures. Specific project location along with the kind and approximate quantity of materials to be used shall be as set forth in the Plans and Specifications.

The Surety hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Jurisdiction may accept such bid or execute such Contract; and said Surety does hereby waive notice of any such extension.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Polk County, State of Iowa. If legal action is required by the Jurisdiction against the Surety or Principal to enforce the provisions of the bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Surety or Principal agrees to pay the Jurisdiction all damages, costs, and attorney fees incurred by enforcing any of the provisions of this Bond. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against Principal or whether Principal is joined in any such action or actions or not.

(CONT. BID BOND) Clive Project No. 389-5750-6799-03

NOW, THEREFORE, if said proposal by the Principal be accepted, and the Principal shall enter into a contract with Jurisdiction in accordance with the terms of such proposal, including the provision of insurance and of a bond as may be specified in the contract documents, with good and sufficient surety for the faithful performance of such contract, for the prompt payment of labor and material furnished in the prosecution thereof, and for the maintenance of said improvements as may be required therein, then this obligation shall become null and void; otherwise, the Principal shall pay to the Jurisdiction the full amount of the bid bond, together with court costs, attorney's fees, and any other expense of recovery.

Signed and sealed this _____ day of _____, 20____.

SURETY:	PRINCIPAL:
_____ Surety Company	_____ Bidder
By _____ Signature Attorney-in-Fact/Officer	By _____ Signature
_____ Name of Attorney-in-Fact/Officer	_____ Name (Print/Type)
_____ Company Name	_____ Title
_____ Company Address	_____ Address
_____ City, State, Zip Code	_____ City, State, Zip Code
_____ Company Telephone Number	_____ Telephone Number

NOTE: All signatures on this bid bond must be original signatures in ink; copies or facsimile of any signature will not be accepted. This bond must be sealed with the Surety's raised, embossing seal. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.

CONTRACT NO. 389-5750-6799-03

DATE_____

CONTRACT

THIS CONTRACT, made and entered into at Clive, Iowa this _____day of _____, 20, by and between the City of Clive by its Mayor, upon order of its City Council hereinafter called the "Jurisdiction", and _____, hereinafter called the "Contractor".

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the contract documents, which are officially on file with the Jurisdiction, in the office of the City Clerk. This contract includes all contract documents. The work under this contract shall be constructed in accordance with the Iowa Statewide Urban Design and Specifications 2025 Edition, plus applicable General Supplemental Specifications, Developmental Specifications, and Supplemental Specifications modified by subsequent revisions and special provisions included in said contract documents and the Contract Attachment which is attached hereto. The Contractor further agrees to complete the work in strict accordance with said contract documents, and to guarantee the work as required by law, for the time required in said contract documents, after its acceptance by the Jurisdiction.

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices shown on the Contract Attachment: Bid Items, Quantities and Prices which were proposed by the Contractor in its proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvements:

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

This project includes all labor, materials, equipment and supplies needed to identify native, native undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream' restoration construction project); protect of desirable native vegetation; and install necessary creek crossing(s) and erosion control measures. Specific project location along with the kind and approximate quantity of materials to be used shall be as set forth in the Plans and Specifications.

The Contractor agrees to perform said work for and in consideration of the Jurisdiction's payment of the bid amount of _____

dollars ($_____) which amount shall constitute the required amount of the performance, maintenance, and payment bond. The Contractor hereby agrees to commence work upon receipt of the written Notice to Proceed. Notice to Proceed for Phase 1 shall be no sooner than January 1st, 2026. Phase 1 shall be substantially complete by March 1st, 2026. Notice to Proceed for Phase 2 shall be no sooner than November 1st, 2026. Phase 2 shall be substantially complete by March 1st, 2027. Substantial completion will be achieved upon stockpiling of large woody material and treatment of all stumps. Liquidated damages for noncompliance with said substantial completion provisions will be assessed at the rate of Five Hundred Dollars ($500.00) for each calendar day thereafter that the work remains incomplete. Remaining punch list items, removal of creek crossing(s), and restoration shall be completed by April 1st, 2027.

(CONT. CONTRACT) Clive Project No. 389-5750-6799-03

IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

JURISDICTION

By _____
John Edwards

(Seal)

ATTEST:

_____
Matthew D. Graham, City Clerk

CONTRACTOR

_____
Contractor

By _____
Signature

_____
Title

_____
Street Address

_____
City, State, Zip Code

_____
Telephone

CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:

1. All Contractors: The Contractor shall enter its Public Registration Number _ _ _ _ _ _ - _ _ issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.
2. Out-of-State Contractors:
   A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the division of labor services of the department of workforce development. The contractor should contact 515-242-5871 for further information. Prior to contract execution, the City Engineer may forward a copy of this contract to the Iowa Department of Workforce Development as notification of pending construction work. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.

CORPORATE ACKNOWLEDGMENT

State of_____)

) SS

_____County)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____, to me known, who, being by me duly sworn, did say that they are the _____, and _____, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that _____ and _____acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

_____

Notary Public in and for the State of _____

My commission expires _____,20___

PARTNERSHIP ACKNOWLEDGMENT

State of _____)

) SS

_____County)

On this ____ day of _____, 20 ___, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ to me personally known, who being by me duly sworn, did say that the person is one of the partners of _____, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

_____

Notary Public in and for the State of _____

My commission expires _____,20___

INDIVIDUAL ACKNOWLEDGMENT

State of _____)

) SS

_____County)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____, to me known to be the identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed the instrument as (his) (her) (their) voluntary act and deed.

_____

Notary Public in and for the State of _____

My commission expires _____,20___

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of _____)

) SS

_____County)

On this _____ day of _____, 20____, before me a Notary Public in and for said county, personally appeared _____, to me personally known, who being by me duly sworn did say that person is _____ of said _____, that (the seal affixed to said instrument is the seal of said OR no seal has been procured by the said) _____, and that said instrument was signed and sealed on behalf of the said _____, by authority of its managers and the said _____ acknowledged the execution of said instrument to be the voluntary act and deed of said _____, by it voluntarily executed.

_____

Notary Public in and for the State of_____

My commission expires _____,20___

CONTRACT ATTACHMENT: BID ITEMS, QUANTITIES AND PRICES

THIS CONTRACT IS AWARDED AND EXECUTED FOR COMPLETION OF THE WORK SPECIFIED IN THE CONTRACT DOCUMENTS FOR THE BID PRICES TABULATED BELOW AS PROPOSED BY THE CONTRACTOR IN ITS PROPOSAL SUBMITTED IN ACCORDANCE WITH NOTICE TO BIDDERS AND NOTICE OF PUBLIC HEARING. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE JURISDICTION. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE AMOUNT BID SHALL NOT AFFECT THE UNIT BID PRICE.

Phase	Item No	Item Name	Unit	Quantity	Unit Price	Total Price
1	1	Brush Cutting (ALL) < 6" DBH	9.70	AC	$3,094.00	$30,011.80
	2	Tree Removal (ALL) 6-9" DBH	146	EACH	$440.00	$64,240.00
	3	Tree Removal (ALL) 10-26" DBH	319	EACH	$552.00	$176,088.00
	4	Tree Removal (ALL) >26" DBH	7	EACH	$936.00	$6,552.00
	5	Brush Cutting (TARGET) < 6" DBH	17.08	AC	$3,053.00	$52,145.24
	6	Tree Removal (TARGET) 6-9" DBH	230	EACH	$456.00	$104,880.00
	7	Tree Removal (TARGET) 10-26" DBH	189	EACH	$553.00	$104,517.00
	8	Tree Removal (TARGET) >26" DBH	7	EACH	$936.00	$6,552.00
2	9	Brush Cutting (ALL) < 6" DBH	14.51	AC	$3,068.00	$44,516.68
	10	Tree Removal (ALL) 6-9" DBH	272	EACH	$451.00	$122,672.00
	11	Tree Removal (ALL) 10-26" DBH	516	EACH	$565.00	$291,540.00
	12	Tree Removal (ALL) >26" DBH	16	EACH	$926.00	$14,816.00
	13	Brush Cutting (TARGET) < 6" DBH	42.37	AC	$3,069.00	$130,033.53
	14	Tree Removal (TARGET) 6-9" DBH	546	EACH	$467.00	$254,982.00
	15	Tree Removal (TARGET) 10-26" DBH	485	EACH	$565.00	$274,025.00
	16	Tree Removal (TARGET) >26" DBH	15	EACH	$941.00	$14,115.00
All	17	As-Built Documentation	2	EA	$11,614.00	$23,228.00
All	18	SWPPP Management	1	LS	$17,021.00	$17,021.00
All	19	Mobilization	2	EA	$31,781.00	$63,562.00
					TOTAL	$1,795,497.25

NOTE:IT IS UNDERSTOOD THAT THE ABOVE QUANTITIES ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE CITY. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE TOTAL BID SHALL NOT AFFECT THE UNIT PRICE.

PERFORMANCE, PAYMENT AND MAINTENANCE BOND SURETY BOND NO. _____

KNOW ALL BY THESE PRESENTS:

That we, _____, as Principal (hereinafter the "Contractor" or "Principal" and _____, as Surety are held and firmly bound unto City of Clive, as Obligee (hereinafter referred to as "the Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of _____

_____ DOLLARS ($_____), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the _____ day of _____, 20___, hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

This project includes all labor, materials, equipment and supplies needed to identify native, native undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream restoration construction project); protect of desirable native vegetation; and install necessary creek crossing(s) and erosion control measures. Specific project location along with the kind and approximate quantity of materials to be used shall be as set forth in the Plans and Specifications.

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents. Provided, however, that one year after the date of acceptance as complete of the work under the above referenced Contract, the maintenance portion of this Bond shall continue in force but the penal sum for maintenance shall be reduced to the sum of _____DOLLARS ($_____) which is the cost associated with those items shown on the proposal and in the Contract which require a maintenance bond period in excess of one year.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. PERFORMANCE: The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.

2. PAYMENT: The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.

3. MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:

   A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of four (4) years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;

   B. To keep all work in continuous good repair; and

   C. To pay the Jurisdiction's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.

   Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the Jurisdiction at the time such work was accepted.

4. GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

   A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;

   B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and

C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.

E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself with respect to any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

(CONT. – PERFORMANCE, PAYMENT AND MAINTENANCE BOND) Clive Project No. 389-5750-6799-03

Witness our hands, in triplicate, this _____ day of _____, _____.

Surety Countersigned By:

_____

Signature of Iowa Resident Commission Agent as Prescribed by Chapter 515.52-57, Iowa Code. (Require only if Attorney-in-Fact is not also an Iowa Resident Commission Agent).

_____

Name of Resident Commission Agent

_____

Company Name

_____

Company Address

_____

City, State, Zip Code

_____

Company Telephone Number

PRINCIPAL:

_____

Contractor

By: _____

Signature

_____

Title

SURETY:

_____

Surety Company

By: _____

Signature Attorney-in-Fact Officer

_____

Name of Attorney-in-Fact Officer

_____

Company Name

_____

Company Address

_____

City, State, Zip Code

_____

Company Telephone Number

NOTE:

1. **All signatures on this performance, payment & maintenance bond must be original signatures in ink; copies or facsimile of any signature will not be accepted.**
2. **This bond must be sealed with the Surety's raised, embossing seal.**
3. **The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.**
4. **The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.**

NOTICE TO PROCEED

LITTLE WALNUT CREEK WEST OF ALICE'S ROAD – LARGE WOODY VEGETATION MANAGEMENT

TO: _____ DATE: _____

_____ PROJECT: _____

_____ _____

_____ _____

You are hereby notified to commence WORK in accordance with the Agreement dated _____, on _____, and you are to complete the WORK as follows:

Fully complete the project by _____.

Dated this _____ day of _____, 20____.

FOR: The City of Clive

By: _____

Signature

_____

Title

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged

By: _____

Signature

_____

Title

This the _____ day of _____, 20____.

SPECIAL PROVISIONS

FOR

PART 1 – SITE GENERAL REQUIREMENTS

1. DEFINITION AND INTENT
2. WORK REQUIRED
3. PLANS AND SPECIFICATIONS
4. CONSTRUCTION FACILITIES
5. SUBMITTALS
6. STANDARDS AND CODES
7. MATERIALS TESTS
8. FIELD TESTS AND INSPECTION
9. INCENTIVES, TESTING, AND ACCEPTANCE
10. INCIDENTAL CONTRACT ITEMS

1 DEFINITION AND INTENT

1.1 The Technical Specifications that apply to the materials and construction practices for this project are defined as follows:

1.1.1 The Statewide Urban Design Standards and Specifications for Public Improvement, 2025 edition, and as further modified by subsequent revisions except as modified by these Special Provisions, titled "Little Walnut Creek West of Alice's Road – Large Woody Vegetation Management".

1.1.2 The intent of the Technical Specifications is to describe the construction desired, performance requirements, and standards of materials and construction.

1.1.3 Coordination of Specifications, Plans, and Special Provisions: In the event of any discrepancy between the various items included in the contract documents, the items shall prevail in the following descending order:

1.1.3.1 Change Orders
1.1.3.2 Addenda
1.1.3.3 Proposal and Contract
1.1.3.4 Special Provisions
1.1.3.5 Plans, including plan notes
1.1.3.6 Supplemental Specifications
1.1.3.7 General Supplemental Specifications
1.1.3.8 SUDAS Standards
1.1.3.9 Digital data

1.2 Owner: City of Clive, 1900 NW 114th Street, Clive, Iowa 50325-7077; Phone (515) 223-6221

1.3 Procedures outlined herein are not intended to fully cover all special construction procedures but are offered as an aid to Contractor in planning work.

1.4 The work described in these Special Provisions is separated (geographically) and phased (calendar schedule) with reference to a future stream restoration project to be completed by others. The boundary of the future project shall be referred to as "Stream Grading Limits" or "SGL".

1.5 Notify City of Clive and One-Call at least 48 hours before beginning construction.

1.6 Cooperate with the City of Clive to minimize inconvenience and to prevent delays in construction or interruption to continuous operation of utility services and site access.

1.7 Contractor is expected to provide adequate personnel and equipment to perform work within specified time of construction.

2 WORK REQUIRED

2.1 Work under this contract includes all labor, materials and equipment needed to construct the improvements as described in the Official Publication and as shown on the plans.

2.2 Items that are not listed as specific bid items, but are required for the proper completion of the work, are incidental to construction.

2.3 The work described herein may be contracted in full or by individual section at the Owner's sole discretion. The work described herein consists of to identify native, native undesirable, and invasive species; remove and control designated woody vegetation to include stump treatment; salvage and process woody materials (to be used for a separate, stream restoration construction project); protect desirable native vegetation; install necessary creek crossing(s) and erosion control measures; and such additional, extra and incidental work as may be necessary to complete the work in accordance with the plans and specifications.

2.4 The Contractor shall be responsible for obtaining all required permits for construction and management that have not already been obtained.

2.4.1 Contractor to determine if and where temporary stream crossings are needed.

2.4.2 Owner may assist in procuring permits for temporary stream crossings if requested in writing prior to the award of contract.

2.5 The Contractor shall provide a list of all permits obtained, with the date of issuance, to the Owner and Project Manager.

2.6 The Contractor shall be responsible for site safety and repair of any damage to the site caused by Contractor activities.

2.7 The Contractor shall notify the Owner within 24 hours of any damage, disturbance, or erosion issues that require additional effort to correct and provide written documentation of the issue and the corrective measures taken.

3 PLANS AND SPECIFICATIONS

3.1 The City will furnish 3 (three) sets of plans and specifications to Contractor after award of contract.

3.2 Contractor shall provide 1 (one) set of plans and specifications for each foreman and superintendent in charge of each crew on the job.

3.3 Contractor shall keep all sets current by posting document revisions, RFI's, etc., as distributed.

3.4 The Owner shall provide a digital *.shp file of surveyed trees for removal. Contractor to field verify location.

3.5 The Owner shall provide a digital *.shp or *.dwg file of the Stream Grading Limits. (SGL)

4 CONSTRUCTION FACILITIES

4.1 The Contractor shall have an English-speaking representative on-site at all times during performance of construction activities.

4.2 Qualifications of workers: Provide at least one person who shall be present at all times during execution of this portion of the work, and who shall be thoroughly familiar with this type of work and the type of equipment and materials being used. Said person shall be competent at identification of plant materials to be removed and to be preserved during the season work is to be performed. Said person shall also direct all work performed under this Section.

4.3 The Contractor shall follow the "Stump Treatment and Invasive Species Prevention and Management" requirements provided as Part 2 – Special Provisions of these specifications.

4.4 Contractor shall provide suitable storage facilities necessary for proper storage of materials and equipment. Materials and equipment shall not be stored within the FEMA designated floodway.

4.5 Provide telephone number where Contractor's representative can be reached during working days and on nights and weekends in event of emergency. Contractor's onsite representative will be required to carry an operational mobile telephone.

4.6 Provide and maintain suitable sanitary facilities for construction personnel for duration of work; remove upon completion of work

4.7 Do not store construction equipment, employee's vehicles, or materials on streets open to traffic. Location for storage of equipment by contractor is subject to approval of Engineer.

4.8 The Contractor shall avoid entering any areas previously cordoned off with orange snow fencing by the Owner within the project area. An approximate map of these areas shall be provided by the Owner upon request. The Contractor shall be liable for remedying damage to existing desirable vegetation outside the Stream Grading Limits.

4.9 Contractor shall plan and manage site to minimize the introduction, spread, and impact of invasive species as outlined in Part 2 Section 9 Stump Treatment and Invasive Species Prevention and Management

5 SUBMITTALS

5.1 Provide construction schedule showing dates of starting and completing stages of the work.

5.2 Submit following information for Owner's review 30 days prior to utilization of the particular item on this project.

5.2.1 Materials as specified in Part 2 – Special Provisions of these specifications.

5.2.2 Licenses:

5.2.2.1 a current copy of the State of Iowa commercial pesticide applicator's license for each person who will be applying regulated herbicide at the project site. A copy of each commercial pesticide applicator's license must be maintained on site at all times during completion of the work.

5.2.1.1 A current copy of an ISA Certified Arborist for at least one person who will be present on site for all operations. The owner may accept a substitute for ISA Certification of

5.2.1.1.1 three (3) client references

5.2.1.1.2 three (3) projects in Iowa over the past five (5) years that entailed conducting the vegetation management tasks described in this specification package. In

5.2.1.1.3 Documentation indicating that the on-site field supervisor(s) overseeing project implementation has a minimum of five (5) years' experience conducting the vegetation management tasks described in this specification package.

5.2.1.1.4 Substitutions must be approved by the Owner in writing prior to commencing work.

5.2.1.2 A current copy of an Iowa Certified Construction Site Pollution Prevention Inspector (ICCSPPI). Substitutions must be approved by the Owner in writing prior to commencing work.

5.2.2 Equipment: a written description of all wheeled, tracked, and mechanical equipment that will be present in the project area, and describe its intended use during the execution of the work. Description shall include the weight of vehicles, including psi, exerted by tires or tracks under the vehicle's loaded/operational conditions.

5.2.3 Permits: Prescribed burning (surface fire) or burning of brush piles is not anticipated in this scope of work. If these methods are desired by the Contractor, they must first receive approval from the Owner to burn and submit copies of all required open burn permits to the Owner.

5.2.4 Such other information as Engineer may request to ensure compliance with contract documents

5.3 After the work is complete, submit to the Owner "as-built" plans. See Part 2 Section 15 Construction Staking for further specification.

6 STANDARDS AND CODES

6.1 Construct improvements with best present day construction practice and equipment.

6.2 Conform with and test in accordance with applicable sections of the following standards and codes.

6.2.1 American Association of State Highway and Transportation Official (AASHTO)
6.2.2 American Society for Testing and Materials (ASTM)
6.2.3 Iowa Department of Transportation Standard Specifications (Iowa DOT)
6.2.4 American National Standards Institute (ANSI)
6.2.5 Federal Specifications (FS)
6.2.6 Iowa Occupational Safety and Health Act of 1972 (OSHA)
6.2.7 Manual of Accident Prevention in Construction by Associated General Contractors of America, Inc. (AGC)

6.2.8 Standards and Codes of the State of Iowa and the ordinances of the City of Clive, Iowa

6.2.9 Other standards and codes which may be applicable to acceptable standards of the industry for equipment, materials and installation under the contract

6.2.10 Tree removals must be conducted in compliance with U.S. Fish and Wildlife Service (USFWS) recommendations for the protection and conservation of the northern long-eared bat, Indiana bat, and tricolor bat. All removals must occur between October 1 and March 31, as recommended by the Iowa Department of Transportation (IDOT).

7 MATERIALS TESTS

7.1 None.

8 FIELD TESTS AND INSPECTION

8.1 Penetrometer testing shall be performed by the Owner prior to final acceptance at a rate of no less than 2 (two) and no greater than 10 (ten) readings per acre.

8.2 After removal and salvage of all designated woody material in the Phase, the Contractor shall schedule with the Owner or Owner's representative an acceptance inspection of the work. This scheduling shall be done sufficiently in advance of substantial completion to allow for removal of any missed trees or large shrubs before that deadline.

8.3 Prior to the acceptance inspection of the work, the Contractor shall submit to the Owner or Owner's representative an as-built map quantifying the number of small logs, large logs, and special logs, and an estimated volume of cut/staged brush stored at each staging area. Additionally, the Contractor shall submit an as-built map locating all of the root wads prepared for future harvest.

9 INCENTIVES, TESTING, AND ACCEPTANCE

9.1 Any soil disturbance or erosion concerns caused by Contractor shall be stabilized and corrected immediately at Contractor's expense as per the National Pollutant Discharge and Elimination System (NPDES) General Permit No. 2 (GP2).

9.2 In areas outside the Stream Grading Limits, any soil compaction caused by Contractor shall be corrected prior to final acceptance at Contractor's expense as per the National Pollutant Discharge and Elimination System (NPDES) General Permit No. 2 (GP2). Compacted soil is considered any soil that cannot be penetrated to a depth of 6 inches using less than 200 pounds per square inch (psi) of force.

9.3 Each Phase of work under shall be accepted by the Owner after the Contractor has completed all project tasks for the Phase per the plans and specifications (including all required submittals), completed all clean-up, and surface restoration. Final acceptance will be given by the Owner in writing; payment shall not be interpreted as final acceptance.

9.4 Acceptance shall be based on the following:

9.4.1 *Inside* Stream Grading Limits: Removal of 100% of stems of designated trees and large shrubs and herbicide treatment of at least 95% of remaining cut stumps.

9.4.2 *Outside* Stream Grading Limits: Removal of 100% of stems of designated trees and large shrubs and herbicide treatment of at least 95% of remaining cut stumps.

9.4.3 All cut trees and large shrubs shall be stockpiled in approved locations in appropriate volumes and meet size requirements per the plans and specifications. All root wads prepared for harvest (by others) shall be located as marked on as-built submittals and meet size requirements per the plans and specifications.

9.4.4 All stumps shall be treated with approved herbicide to prevent resprouting.

10 INCIDENTAL CONTRACT ITEMS

10.1 The following list includes major items that are incidental to project and will not be paid for as separate bid items. Other items may be designated as incidental under certain bid items.

Dewatering and handling storm water flow during construction
Temporary sheeting and shoring
Field testing
Construction fencing
Verification of existing utilities
Coordination and cooperation with other contractors
Coordination and cooperation with utility companies
Coordination and cooperation with affected property owners
Coordination and cooperation with the City of Clive
Protection of existing trees and plantings not shown as removals
Temporary haul roads
Temporary access ways
Temporary creek crossings
Monitoring weather conditions
Protection of existing Utilities
Finish grading
Construction staging
Construction access ways
Overhaul
Dust control
Site cleanup and restoration

END OF PART 1

SPECIAL PROVISIONS

FOR

PART 2 - SPECIAL CONSTRUCTION

1. GENERAL
2. OWNER'S RIGHT TO OCCUPY
3. LOCATION
4. EXISTING UTILITIES
5. COORDINATION WITH OTHERS
6. CONSTRUCTION PHASING
7. CONSTRUCTION SCHEDULE
8. CLEARING, PROCESSING, AND STOCKPILING
9. STUMP TREATMENT AND INVASIVE SPECIES MANAGEMENT
10. TRAFFIC CONTROL
11. DISPOSAL
12. EROSION PROTECTION
13. DEWATERING
14. SURFACE RESTORATION
15. CONSTRUCTION STAKING AND AS-BUILTS

1 GENERAL

1.1 Procedures outlined herein are not intended to fully cover all special construction procedures but are offered as an aid to Contractor in planning work.

1.2 Cooperate with the City of Clive to minimize inconvenience to property owners and motorists.

1.3 Contractor shall provide adequate personnel and equipment to perform work within specified construction schedule.

1.4 Clean up and provide surface restoration as construction progresses.

1.5 Notify residents, businesses, police and fire departments at least three days in advance of closing any street lanes for construction. Prior City Council approval must be obtained for full street closures.

2 OWNERS RIGHT TO OCCUPY

2.1 The Contractor shall coordinate and schedule work to accommodate pedestrian and vehicular access to all properties.

3 LOCATION

3.1 The work is for large woody vegetation management within the park along Little Walnut Creek in the City of Clive, Iowa.

3.2 The location of the phases shall be:

PHASE 1 (N Warrior Lane to Westgate Parkway) from January 1st, 2026 to March 1st, 2026
PHASE 2 (Westgate Parkway to NE Alice's Road) from November 1st, 2026 to March 1st, 2027.

3.3 Confine construction operations with property limits and construction easements as shown on plans.

3.4 Construct and maintain fenced storage areas as necessary to prevent access to public. Temporary fencing except as listed on the plans shall be incidental.

3.5 Contractor to arrange for and provide additional storage of materials and equipment if needed.

3.6 Do not store construction equipment, employee's vehicles, or materials on streets or other facilities open to traffic or public use.

4 EXISTING UTILITIES

4.1 Location of utility lines, mains, cables and appurtenances shown on plans are from information provided by utility companies and records of Owner. Location of utility lines represents the best information available and shall not be taken as complete. Contractor is responsible for verifying utility locations shown on plans.

4.2 Prior to construction, contact all utility companies and have all utility lines and services located. Contractor responsible for excavating and exposing underground utilities in line of work. Confirm location of underground utilities by excavating ahead of work.

4.3 Contractor solely responsible for damage to utilities on private or public property due to construction activities.

4.4 Contractor shall notify utility company immediately if utility line is damaged during construction.

4.5 Utility services are not generally shown on plans; protect and maintain services during construction.

4.6 Reconnect field tile disturbed or encountered during construction.

5 COORDINATION WITH OTHERS

5.1 Coordinate and cooperate with property owners, utility companies, the City of Clive, Engineer, and other contractors working in vicinity of this project.

5.2 It is Contractor's responsibility to schedule and coordinate work to minimize construction delays and conflicts.

6 CONSTRUCTION PHASING

6.1 Contractor to mark in the field the Stream Grading Limits for the current Phase prior to commencing work.

6.1.1 Field marking shall consist of lath or equivalent, with markings placed at least once every 50 feet and at all major vertices.

6.1.2 The Owner will inspect and verify the Stream Grading Limits once notified by the Contractor.

6.1.3 Brush removal and salvage shall be permitted by the Contractor for the purpose of access prior to Owner inspection; the remaining brush removal and salvage (and all tree removal and salvage) may not be performed by the Contractor until the Owner has inspected the Stream Grading Limits and approved the marking in writing

6.2 Contractor to field verify all field dimensions and tree counts prior to commencing work.

6.2.1 The "Project Quantities, Phasing, and Estimate Reference Notes" include quantities of surveyed trees designated for removal; these trees have been field-marked by the Owner.

6.2.2 Additional, not Surveyed trees will require identification by an arborist and removal under this contract. These trees are included in the project quantities, but not shown on the Figures. Figures show only Surveyed trees, which include non-native trees ≥ 6" DBH and select native trees of varied sizes.

6.2.3 Any TARGET trees (from the list in Part 2 – Special Provisions Section 8) outside the Stream Grading Limits in excess of the bid tab quantities shall be field-marked by the Contractor for review and approval by the Owner prior to removal.

6.2.4 If an increase over the plan quantity of removals is encountered, the Contractor must obtain the Owner's written approval for the increase prior to commencing on the contract line item.

6.2.5 Only trees reviewed and approved by the Owner prior to removal shall be eligible for payment at the previously Owner-accepted per-unit cost (provided by Contractor in initial bid).

6.2.6 Note that the project Figures do not show all trees designated for removal within the Stream Grading Limits. Plans show only Surveyed trees, which include non-native trees ≥ 6" DBH and select native trees of varied sizes.

6.3 Contractor to coordinate erosion control installation as needed during construction.

6.4 Contractor to provide weekly Storm Water Pollution Plan (SWPPP) updates in PDF form to the Owner.

7 CONSTRUCTION SCHEDULE

7.1 Contractor shall prepare a list schedule showing all start and completion dates of schedule broken into stages according to stockpiles identified in the bid documents.

7.2 Stockpiles shall be filled in numerical order (upstream to downstream in the direction of the flow of Little Walnut Creek) unless approved by Owner.

7.3 Submit construction schedule within 14 days after award of contract.

7.4 Update construction schedule biweekly or as requested by Owner.

7.5 Contractor to schedule and execute weekly coordination call for construction updates.

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8 CLEARING, PROCESSING, AND STOCKPILING

8.1 No woody vegetation is to be grubbed in such a fashion that root wads are pulled from the ground.

8.2 Cutting and processing of woody vegetation shall occur preferably when the ground is frozen; however, it is recognized that climate conditions and project schedules may require work when the ground is not frozen.

8.3 Export of woody material from project site is not anticipated. All cut material will be staged per the specifications.

8.3.1 Prescribed burning (surface fire) or burning of brush piles is not anticipated in this scope of work. If these methods are desired by the Contractor, they must first receive approval from the Owner to burn and submit copies of all required open burn permits to the Owner.

8.4 Woody material that is dead prior to the start of work may be stockpiled only in Staging Areas 12 and 13 (Figures 1 and 2).

8.5 All other processed woody material shall be transported to Owner-approved staging locations (Figures 1 and 2) and stacked for future construction use (by others in a separate project).

8.6 The desired stockpile types at each staging area consist of:

8.6.1 Stockpile Category "Brush" shall be material diameter < 10" and ≤ 6 feet long.
8.6.2 Stockpile Category "Small Logs" shall be material 10" ≤ diameter < 18" and ≥ 12 feet long.
8.6.3 Stockpile Category "Large Logs" shall be material 18" ≤ diameter < 26" and ≥ 12 feet long.
8.6.4 Stockpile Category "Special" shall be material diameter ≥ 26" and ≥ 12 feet long.

8.7 The required stockpile quantities of material for each staging area are:

Staging Area	Logs	
1	65	
2	165	
3	158	at least 26 of which shall be "Large Logs"
4	85	
5	46	at least 6 of which shall be "Large Logs"
6	200	
7	205	
8	225	
9	150	
10	120	
11	115	
12	31	at least 10 of which shall be "Large Logs"
13	121	at least 33 of which shall be "Large Logs"

8.8 All "Brush" shall be transported to Owner-approved staging locations (Figures 1 and 2) and stacked for future construction use (by others in a separate project). Volume of brush at each staging area shall no less than one times, and no greater than three times, the volume of "Logs" (small and large) at each staging area.

8.9 All "Logs" shall be delimbed and have no more than one main trunk or leader.

8.10 Secondary-cut material, or material that has been removed from a log and matches the stockpile dimensions in Section 8.6, may also be stockpiled according to the stockpile size ranges.

8.10.1 Secondary-cut material included in log stockpiles shall be delimbed and have no more than one main leader or limb.

8.10.2 Tertiary-cut material, or material that has been removed from secondary-cut material, is anticipated to be "Brush" sized, and shall be stockpiled accordingly. Deviations for tertiary-cut materials must have prior written approval from the Owner.

8.11 Clearing and processing *inside* the Stream Grading Limits shall consist of cutting ALL specimens according to the size categories:

8.11.1 DBH < 6": Cut to grade, leaving a maximum 2" stump.

8.11.2 6" ≤ DBH < 10": Cut to grade, leaving a maximum 2" stump.

8.11.3 10" ≤ DBH < 26": cut to 10 foot stump.

8.11.4 DBH > 26": Cut to 10 foot stump.

8.11.5 The Contractor is responsible for preparing root wads (i.e. 10 foot stumps left intact) for harvest (by others under a separate project).

8.11.5.1 Root wads shall be prepared for harvest (by others) ONLY from within the Stream Grading Limits.

8.11.5.2 The Contractor shall remove lower branches > 3" in diameter, but leave the remaining trunk and root mass intact and in the ground.

8.11.5.3 Removed material may be further cut to meet the specified dimensions for "Brush", "Logs", and/or "Special" until the desired stockpile quantities are met.

8.11.6 Quantities in excess of the desired material for each staging area may be salvaged for use by the Contractor only with prior written approval from the owner.

8.12 Clearing and processing *outside* the Stream Grading Limits shall consist of cutting TARGET specimens to maximum 2" above grade.

8.13 The Contractor and the Owner shall review the table under Section 8.15 (below) for further clarification on the Disposition of all listed species prior to the start of work.

8.14 TARGET specimens *outside* the Stream Grading Limits shall be classified according to the following size and species categories:

8.14.1 DBH < 6": Cut TARGET to grade, leaving a maximum 2" stump.

8.14.2 6" ≤ DBH < 10": Cut TARGET to grade, leaving a maximum 2" stump.

8.14.3 10" ≤ DBH < 26": Cut TARGET to grade, leaving a maximum 2" stump.

8.14.4 DBH > 26": Cut TARGET to grade, leaving a maximum 2" stump.

(Section 8.15 Table of TARGET species on subsequent page)

8.15 Clearing and processing *outside* the Stream Grading Limits shall consist of cutting TARGET invasive and less desirable native specimens as follows:

SCIENTIFIC NAME	COMMON NAME	TARGET DISPOSITION
Acer ginnala	Amur maple	All
Acer platanoides	Norway maple	All
Acer negundo	Box elder	All
Acer tataricum	Tatarian maple	< 6" DBH
Berberis thunbergii	Japanese barberry	All
Berberis vulgaris	Common barberry	All
Caragana arborescens	Siberian peashrub	All
Celastrus orbiculatus	Oriental bittersweet	All
Eleagnus angustifolia	Russian olive	All
Eleagnus umbellata	Autumn olive	All
Euonymus alatus	Winged euonymus	All
Frangula alnus	Glossy buckthorn	All
Fraxinus pennsylvanica	Green ash	< 6" DBH and All Owner-marked specimens
Lonicera spp.	Non-native honeysuckles	All
Morus alba	White mulberry	All
Phellodendron amurense	Amur cork tree	All
Populus alba	White poplar	All
Pyrus calleryana	Callery pear	All
Rhamnus cathartica	Common buckthorn	All
Robinia pseudoacacia	Black locust	All
Rosa multiflora	Multiflora rose	All
Tamarix ramosissima	Saltcedar	All
Ulmus pumila	Siberian elm	All

9 STUMP TREATMENT AND INVASIVE SPECIES PREVENTION AND MANAGEMENT

9.1 *Inside* the Stream Grading Limits, all stumps shall be cut to height as specified. All stumps shall be cut flat with no sharp points. Stumps shall be left in the ground and not removed. All stumps shall be treated with an approved herbicide mixed with a marking dye.

9.2 *Outside* the Stream Grading Limits, all stumps shall be cut to a maximum of 2", as specified. All stumps shall be cut flat with no sharp points. Stumps shall be left in the ground and not removed. All stumps shall be treated with an approved herbicide mixed with a marking dye. If snow cover is present, then stumps shall be cut only if snow depth ≤ 16". In this case, stumps shall not exceed 5". If snow depth is > 16", stump cutting methods must be approved in writing by the Owner.

9.3 Herbicide should be applied to the surface of cut stems immediately after cutting. Herbicide may be applied using a paintbrush, a wick applicator, a low-pressure hand sprayer, or a spray bottle. Herbicide should be applied to the top of the cut stem, the bark on the sides of the cut stem, and any exposed root flares.

9.4 Contractor to prevent the introduction and/or export of invasive species from the site.

9.4.1 Movement of equipment

9.4.1.1 Equipment shall be inspected prior to arriving to the work site and prior to leaving from the work site. Visible plants, seeds, mud, dirt clods, and animals shall be removed.

9.4.1.2 Equipment shall be drained of water prior to leaving from work site.

9.4.1.2.1 Equipment includes equipment, tanks, or water-retaining components of boats such as motors, live wells, bilges, or transom wells onto dry land.

9.4.1.2.2 Drain plugs, bailers, valves, or other devices for draining water shall be removed or left open while transporting water-related equipment on a public road.

9.4.1.3 Aquatic equipment arriving onsite shall be clean and dry prior to using.

9.4.2 Movement of organisms

9.4.2.1 Organisms shall not be transported to site unless specified in the contract documents.

9.4.3 Movement of organic and inorganic material

9.4.3.1 Materials include organisms and organic and inorganic material including water, fish, plants, mulch, soil, gravel, rock, etc.

9.4.3.2 No prohibited or regulated invasive species or other listed invasive species as listed on the Iowa DNR website shall be planted or introduced.

9.4.3.3 Water from infested waters may not be transported to site, except by permit or in an emergency.

9.4.3.4 Hay used for mulch shall be certified weed-free.

9.4.3.5 Only the soil beneath the top 6" of a soil stockpile may be used within the top 12" of finished grade.

9.4.3.6 Soil, dredge material, or raw wood products that may harbor invasive species from infested sites shall not be imported or used except under contract specifications, permit, or compliance agreements.

10 TRAFFIC CONTROL

10.1 Temporary traffic control may be utilized for mobilizing large equipment to site. Contractor to obtain Owner's written approval for traffic control to be in place excess of 2 hours daily.

10.2 Furnish, erect, operate, maintain, move and remove all traffic control devices as required to complete the work, as shown on plans, and as directed by Owner.

10.3 All traffic control work to be in accordance with the "Manual on Uniform Traffic Control Devices" (MUTCD).

10.4 No full street closures are permitted unless directed by Owner.

10.5 If, in opinion of the Owner, undue traffic congestion occurs on the roadways due to the operations of the contractor, the services of an off-duty police officer may be required at the Contractor's expense.

10.6 Do not store construction equipment or materials on streets.

11 DISPOSAL

11.1 Dispose of other materials in accordance with applicable laws and ordinances.

11.1.1 Dispose of waste products containing putrescible materials and tires at an approved landfill site.

11.1.2 Cooperate with all applicable City, State and Federal agencies concerning disposal of materials.

12 EROSION PROTECTION

12.1 Comply with soil erosion control requirements of Iowa Code and local ordinances. Protect against erosion and dust pollution on this project site and any off-site deposit area used for this project.

12.2 Protect adjoining property including public sanitary and storm drainage systems and streets from any damage resulting from movement of earth or other debris from project site. Repair any damage immediately.

12.3 Prevent accumulation of earth or debris on adjoining public or private property from project site. Remove any accumulation of earth or debris immediately.

12.4 Prevent repetition of instances where earth or debris moves from project site to adjoining public or private property.

12.5 Provide erosion control measures necessary to protect against siltation and erosion or flow of storm water. Maintain storm sewer system throughout construction period.

12.6 Use silt fences and other means at all drainage courses and swales to protect against siltation and erosion.

12.7 Furnish, install, maintain, clean, repair, and remove silt fence and silt basins at all locations shown on plans and as directed by Engineer.

13 DEWATERING

13.1 Do all work in dry; do not install storm sewers or structures on excessively wet soil.

13.2 Submit dewatering methods to Engineer for review. Obtain Engineer's approval on methods prior to construction.

13.3 Groundwater levels are subject to variation. No additional compensation will be permitted due to high groundwater conditions.

13.4 If excavations encounter only cohesive soils with no wet sand seams or layers, it may be possible to control water seepage by draining ground water to temporary construction pumps and pumping it outside perimeter of excavation.

13.5 Do not pump water from open excavation in sand and gravel below natural ground water level.

13.6 Maintain water levels 2 feet or more below the bottom of excavations in saturated cohesionless (sand and/or gravel) soils to prevent upward seepage which could reduce subgrade support.

13.6.1 Install dewatering system (well points or shallow wells) when working in cohesionless soils.
13.6.2 Cost of installing and operating dewatering system is incidental to the construction of the utilities and structures.

13.7 Provide for handling surface water encountered during construction.

13.7.1 Prevent surface water from flowing into excavation, remove water as it accumulates.
13.7.2 Do not use sanitary sewers for disposal of trench water. Discharging water into new or existing storm sewers requires Engineers approval.

14 SURFACE RESTORATION

14.1 Grading is not anticipated as part of this contract unless to repair damage from other work.

14.2 Finish grade all disturbed areas to smooth, uniform lines without large clods, lumps, or debris. Grade for positive drainage.

14.3 Any areas disturbed by construction that are outside of the construction limits shall be repaired and restored at the contractor's expense. No extra payment will be allowed for surface restoration on these areas.

14.4 Replace all sod, sidewalks, landscaping, retaining walls, etc. disturbed by this Contract except as excluded in the scope of work.

14.5 Install silt fence at the locations shown on the plans, and at additional locations specified by the Engineer during construction.

15 CONSTRUCTION STAKING AND AS-BUILTS

15.1 Construction staking of Stream Grading Limits shall be the responsibility of the Contractor.

15.2 See Section 6 Construction Phasing for specification regarding the Stream Grading Limit

15.3 As-builts are required for this project and shall be submitted after the work is substantially complete for each Phase (see Section 5 Submittals).

15.3.1 As-builts shall: delineate areas where woody brush was treated or removed; provide a listing of all species treated or removed; delineate where salvaged woody brush was staged; and identify herbicide type, dilution rate, and quantity used.

15.3.2 Any field changes or deviations from the original plans shall be marked clearly on the as-builts.

15.3.3 As-builts need not be stamped by a licensed surveyor, but shall reasonably demonstrate the work completed.

END OF PART 2

SPECIAL PROVISIONS

FOR

PART 3 – RESIDENT BIDDER PREFERENCE LAW

This project is subject to Iowa Code 73A.21 which outlines the reciprocal resident bidder and labor force preference statute. The Iowa Department of Labor (DOL) has adopted new administrative rules to enforce this law. The new administrative rules may be found here: http://www.iowaworkforce.org/labor/bidderpreference.htm

All Contractors are required to submit the "Bidder Status Form" either at the time of or prior to the bid letting. The form requires the bidder to certify whether the bidder is a resident bidder or a non-resident bidder. A copy of the form is included on the following pages as part of this Special Provision. Additional copies are also available online at: http://www.iowaworkforce.org/labor/bidderstatusform.pdf

END OF PART 3

Bidder Status Form

To be completed by all bidders — Part A

Please answer "Yes" or "No" for each of the following:

☒ Yes ☐ No My company is authorized to transact business in Iowa.
(To help you determine if your company is authorized, please review the worksheet on the next page).

☒ Yes ☐ No My company has an office to transact business in Iowa.

☒ Yes ☐ No My company's office in Iowa is suitable for more than receiving mail, telephone calls, and e-mail.

☒ Yes ☐ No My company has been conducting business in Iowa for at least 3 years prior to the first request for bids on this project.

☐ Yes ☒ No My company is not a subsidiary of another business entity or my company is a subsidiary of another business entity that would qualify as a resident bidder in Iowa.

If you answered "Yes" for each question above, your company qualifies as a resident bidder. Please complete Parts B and D of this form.

If you answered "No" to one or more questions above, your company is a nonresident bidder. Please complete Parts C and D of this form.

To be completed by resident bidders — Part B

My company has maintained offices in Iowa during the past 3 years at the following addresses:

Dates: _____ /_____ /_____ to _____ / _____ / _____ Address: _____

City, State, Zip: _____

Dates: _____ /_____ /_____ to _____ / _____ / _____ Address: _____

City, State, Zip: _____

Dates: _____ /_____ /_____ to _____ / _____ / _____ Address: _____

You may attach additional sheet(s) if needed. City, State, Zip: _____

To be completed by non-resident bidders — Part C

1. Name of home state or foreign country reported to the Iowa Secretary of State:
Virginia

2. Does your company's home state or foreign country offer preferences to resident bidders, resident labor force preferences or any other type of preference to bidders or laborers? ☒ Yes ☐ No

3. If you answered "Yes" to question 2, identify each preference offered by your company's home state or foreign country and the appropriate legal citation.

Section 2.2-4328. The governing body of a county, city or town may, in the case of a lie bid, give preference to goods, servicesand construction produced in such locality or provided by persons, firms or corporations having principal places of business inthe locality, if such a choice is available; otherwise the lie shall be decided by lot, unless § 2.2-4324 applies.

You may attach additional sheet(s) if needed.

To be completed by all bidders — Part D

I certify that the statements made on this document are true and complete to the best of my knowledge and I know that my failure to provide accurate and truthful information may be a reason to reject my bid.

Firm Name: HGS, LLC

Signature: _____ Date: 12/2/2025

You must submit the completed form to the governmental body requesting bids per 875 Iowa Administrative Code Chapter 156. This form has been approved by the Iowa Labor Commissioner.

Worksheet: Authorization to Transact Business

This worksheet may be used to help complete Part A of the Resident Bidder Status form. If at least one of the following describes your business, you are authorized to transact business in Iowa.

☒ Yes ☐ No	My business is currently registered as a contractor with the Iowa Division of Labor.
☐ Yes ☒ No	My business is a sole proprietorship and I am an Iowa resident for Iowa income tax purposes.
☐ Yes ☒ No	My business is a general partnership or joint venture. More than 50 percent of the general partners or joint venture parties are residents of Iowa for Iowa income tax purposes.
☒ Yes ☐ No	My business is an active corporation with the Iowa Secretary of State and has paid all fees required by the Secretary of State, has filed its most recent biennial report, and has not filed articles of dissolution.
☒ Yes ☐ No	My business is a corporation whose articles of incorporation are filed in a state other than Iowa, the corporation has received a certificate of authority from the Iowa secretary of state, has filed its most recent biennial report with the secretary of state, and has neither received a certificate of withdrawal from the secretary of state nor had its authority revoked.
☒ Yes ☐ No	My business is a limited liability partnership which has filed a statement of qualification in this state and the statement has not been canceled.
☒ Yes ☐ No	My business is a limited liability partnership which has filed a statement of qualification in a state other than Iowa, has filed a statement of foreign qualification in Iowa and a statement of cancellation has not been filed.
☐ Yes ☒ No	My business is a limited partnership or limited liability limited partnership which has filed a certificate of limited partnership in this state, and has not filed a statement of termination.
☒ Yes ☐ No	My business is a limited partnership or a limited liability limited partnership whose certificate of limited partnership is filed in a state other than Iowa, the limited partnership or limited liability limited partnership has received notification from the Iowa secretary of state that the application for certificate of authority has been approved and no notice of cancellation has been filed by the limited partnership or the limited liability limited partnership.
☐ Yes ☒ No	My business is a limited liability company whose certificate of organization is filed in Iowa and has not filed a statement of termination.
☒ Yes ☐ No	My business is a limited liability company whose certificate of organization is filed in a state other than Iowa, has received a certificate of authority to transact business in Iowa and the certificate has not been revoked or canceled.

SPECIAL PROVISIONS

FOR

PART 4 – TITLE VI ASSURANCES

During performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agree as follows:

1. Compliance with Regulations: The contractor shall comply with the Regulations relative to non-discrimination in Federally assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made part of this contract.

2. Nondiscrimination: The contractor, with regard to work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, sex, age, or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, national origin, sex, age, or disability.

4. Information and Reports: The contractor shall provide all information and reports required by the regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City of Clive, the Iowa Department of Transportation or Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information the contractor shall so certify to the City of Clive, the Iowa Department of Transportation or Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the City of Clive shall impose such contract sanctions as it, the Iowa Department of Transportation or Federal Highway Administration may determine to be appropriate, including, but not limited to:

   i) Withholding payments to the contractor under the contract until the contractor complies, and/or

   ii) Cancellation, termination or suspension of the contract, in whole or in part.

6. Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the City of Clive, the Iowa Department of Transportation or Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the City of Clive or the Iowa Department of Transportation to enter into such litigation to protect the interests of the City of Clive or the Iowa Department of Transportation; and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

END OF PART 4



Figure 1
Surveyed Trees For Removal
Phase 1

Little Walnut Creek
Dallas County, IA

res



Figure 2
Surveyed Trees For Removal
- Phase 2

Little Walnut Creek
Dallas County, IA

res

City of Clive
Little Walnut Creek West of Alice's Road Large Woody Vegetation Management
Project Quantities, Phasing, and Estimate Reference Notes

Item No.	Phase	Area	Reference	Item Code	Description	Estimate Reference Notes	Quantity	Unit
1	PHASE 1 (N Warrior Lane to Westgate Parkway)	A - Inside Stream Grading Limits	SPECIAL	8.11.1	Brush Cutting (ALL) < 6" DBH	Cut ALL to grade grade. Transport to brush stockpile. Stage per specifications.	9.70	AC
2			SPECIAL	8.11.2	Tree Removal (ALL) 6-9" DBH	96 surveyed (avg DBH = 7.6"). Approximately 50 additional to be identified in the field, avg DBH of non-surveyed trees unknown. Cut ALL to grade. Transport to stockpile per specification.	146	EACH
3			SPECIAL	8.11.3	Tree Removal (ALL) 10-26" DBH	121 surveyed (avg DBH = 13.4"). Approximately 198 additional to be identified in the field, avg DBH of non-surveyed trees unknown. Cut ALL to 10' stump. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	319	EACH
4			SPECIAL	8.11.4	Tree Removal (ALL) >26" DBH	3 surveyed (avg DBH =45.0"). Approximately 4 additional to be identified in the field, avg DBH of non-surveyed trees unknown. Cut ALL to 10' stump. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	7	EACH
5		B - Outside Stream Grading Limits	SPECIAL	8.14.1	Brush Cutting (TARGET) < 6" DBH	Cut TARGET SPECIES to grade grade. Transport to brush stockpile. Stage per specifications.	17.08	AC
6			SPECIAL	18.14.2	Tree Removal (TARGET) 6-9" DBH	(avg DBH = 7.5"). Cut TARGET SPECIES grade. Transport to stockpile per specification.	230	EACH
7			SPECIAL	18.14.3	Tree Removal (TARGET) 10-26" DBH	(avg DBH = 13.5"). Cut to TARGET SPECIES to grade. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	189	EACH
8			SPECIAL	18.14.4	Tree Removal (TARGET) >26" DBH	(avg DBH = 31.1") Cut to TARGET SPECIES to grade. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	7	EACH
9	PHASE 2 (Westgate Parkway to NE Alice's Road)	A - Inside Stream Grading Limits	SPECIAL	8.11.1	Brush Cutting (ALL) < 6" DBH	Cut ALL to grade. Transport to brush stockpile. Stage per specifications.	14.51	AC
10			SPECIAL	8.11.2	Tree Removal (ALL) 6-9" DBH	209 surveyed (avg DBH = 7.5"). Approximately 63 additional to be identified in the field, avg DBH of non-surveyed trees unknown. Cut ALL to grade. Transport to brush stockpile. Stage per specifications.	272	EACH
11			SPECIAL	8.11.3	Tree Removal (ALL) 10-26" DBH	254 surveyed (avg DBH = 14.1"). Approximately 262 additional to be identified in the field avg DBH of non-surveyed trees unknown. Cut ALL to 10' stump. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	516	EACH
12			SPECIAL	8.11.4	Tree Removal (ALL) >26" DBH	11 surveyed (avg DBH = 33.6"). Approximately 5 additional to be identified in the field, avg DBH of non-surveyed trees unknown. Cut ALL to 10' stump. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	16	EACH
13		B - Outside Stream Grading Limits	SPECIAL	8.14.1	Brush Cutting (TARGET) < 6" DBH	Cut TARGET SPECIES to grade grade. Transport to brush stockpile. Stage per specifications.	42.37	AC
14			SPECIAL	18.14.2	Tree Removal (TARGET) 6-9" DBH	(avg DBH = 7.3"). Cut to TARGET SPECIES to grade. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	546	EACH
15			SPECIAL	18.14.3	Tree Removal (TARGET) 10-26" DBH	(avg DBH = 13.9"). Cut to TARGET SPECIES to grade. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	485	EACH
16			SPECIAL	18.14.4	Tree Removal (TARGET) >26" DBH	(avg DBH = 30.1") Cut to TARGET SPECIES to grade. Cut and process trunk, additional leaders, and limbs. Transport and stockpile per specification.	15	EACH
17	All	All	SPECIAL	15.3	As-Built Documentation	Refer to special provision Section 15 - Construction Staking	2	EA
18	All	All	SUDAS	9040-A-2	SWPPP Management	Refer to SUDAS Section 9040. Contractor responsible for SWPPP management. All work required to comply with the administrative provisions of the Iowa DNR NPDES General Permit No. 2, including record keeping, documentation, updating the SWPPP, filing the Notice of Discontinuation, etc. Item also includes weekly inspections required to satisfy the provisions of General Permit No. 2, unless otherwise specified in the contract documents.	1	LS
19	All	All	SUDAS	11.020-A	Mobilization	Refer to SUDAS Section 11.020.	2	EA

Memo

TO: Mayor and Council members
FROM: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Resolution Approving Public Pond Management Policy

SYNOPSIS:
The City of Clive either completely or partially owns multiple stormwater management ponds within the community. The primary purpose of these ponds is for stormwater management, with recreation and public access also available to varying degrees at each pond. Most of the city-owned ponds are in the northwest corner of the city in a district known as "The Wilds," with the public spaces within this district emphasizing the heavy use of native landscaping for ecological restoration.

Currently, the city fully owns six ponds and has partial ownership of a seventh pond as noted below:

- Shadow Creek Pond – Located at Westgate Pkwy and Berkshire Pkwy
- Shuler Pond – Located at the SW corner of Berkshire Pkwy and Douglas
- Tanglewood Pond – Located behind residential properties near NW 181st Street and Tanglewood
- Valleyview Pond – Located behind residential properties near NW 177th St and Valley View Dr
- Cirksena Pond – Located at the east end of Cirksena Park
- Creekside Pond – Located behind residential properties near NW 181st St and Valley View Dr
- Greenbelt Landing Pond – Located NE of the Clive Aquatic Center. This pond is partially owned by the adjacent property owner.

The Public Pond Management Policy guides the management and public use of these ponds.

Since this policy was discussed at the November 2025 City Council meeting, staff have made the following adjustments:

- Formatted document into the City's standard policy format
- Added information about estimated costs to maintain ponds each year
- Added information about the use of mechanical circulation of water and the recommendation from the Iowa DNR to not use mechanical circulation unless absolutely necessary
- Added information about sedimentation of the ponds and its role in the function of the ponds as intended
- Added specific targeted percentages for the amount of the water's surface that should be covered in vegetation

Staff would recommend approval of the Public Pond Management policy.

Attachments:

1. Pond Management Policy - 01-26
2. Resolution - Public Pond Management Policy
3. Iowa DNR Spray Recommendations
4. Shadow Creek Pond Management Plan v3 - 08-2023

Public Pond Management Policy

Approved: _____
Resolution: _____

SECTION 1 – PURPOSE –
The City of Clive either completely or partially owns multiple stormwater management ponds within the community. The primary purpose of these ponds is for stormwater management with recreation and public access also available to varying degrees at each pond. Most of the city owned ponds are in the northwest corner of the city in a district known as "The Wilds," with the public spaces within this district emphasizing the heavy use of native landscaping ecological restoration. The Public Pond Management Policy guides the management and public use of these ponds.

SECTION 2 – APPLICATION –
This policy applies to the management of city owned ponds. Currently, the city fully owns six ponds and has partial ownership of a seventh pond as noted below:

- Shadow Creek Pond – Located at Westgate Pkwy and Berkshire Pkwy
- Shuler Pond – Located at the SW corner of Berkshire Pkwy and Douglas
- Tanglewood Pond – Located behind residential properties near NW 181st Street and Tanglewood
- Valleyview Pond – Located behind residential properties near NW 177th St and Valley View Dr
- Cirksena Pond – Located at the east end of Cirksena Park
- Creekside Pond – Located behind residential properties near NW 181st St and Valley View Dr
- Greenbelt Landing Pond – Located NE of the Clive Aquatic Center. This pond is partially owned by the adjacent property owner.

SECTION 3 – POND MANAGEMENT POLICY –
The primary role of these ponds is stormwater management, and that will generally guide how the city manages the water within the pond and the landscape surrounding the pond.

Water Quality Management – The goal is to use as little chemical inputs possible to ensure that the water surface is not covered with algae and other aquatic based plants. Chemicals will only be used to meet the policy's in-water vegetation management goals or to treat invasive species found in the pond water. The city has worked with the DNR to develop a spraying plan that keeps the water mostly vegetation free without being a detriment to fish within the pond.

Sedimentation – The goal is to reduce the amount of sedimentation reaching each pond. Reduction is accomplished in a few ways using bio-swales, rain gardens, forebays and other green infrastructure techniques.

The most effective way of reducing sedimentation in the pond is using forebays constructed where each stormwater pipe exits into the pond. These forebays help to collect most trash and sediment from reaching the ponds and help to keep the ponds from silting longer term and need to be cleaned out

periodically to ensure they function as designed. Currently the Cirksena, Shadow Creek, Valleyview, Tanglewood and Creekside ponds have forebays.

The forebays are checked yearly to determine if the sediment build up needs to be removed.

In the ponds that were not designed with forebays, there is little control to stop sediment from building up in the ponds which could lead to the entire pond needing to be dredged. The Shuler and Greenbelt Landing ponds are the only ones that might need to be dredged.

In-Water Vegetation – The desired range of vegetation covering the surface of the water in city owed ponds can range from 10% to 30% vegetations covering the water surface.

Maintenance and Operation Costs – The goal is to reduce the amount of maintenance and operating costs needed to maintain these ponds for their designed function of stormwater management. Once established, the annual maintenance and operating costs are expected to be in the $3,000-$5,000 range per pond each year for staff time, chemicals and seeds. This does not count larger capital expenses like the construction of recreation amenities like walking trails or fishing access points and the large scape removal of sediment from a pond.

Mechanical Water Circulation – The goal is to not use fountains or other forms of mechanical circulation to reduce algae and other vegetation on the surface of ponds.

Mechanical circulation using a fountain or an underwater bubbler is a way to induce circulation and add dissolved oxygen throughout the water body, helping to mitigate the damage caused by excessive nutrient loading. Currently the only pond that has a fountain is the pond at Greenbelt Landing, and that fountain is owned and operated by Walnut Ridge, and the fountain is on the non-city owned portion of the pond.

The Iowa DNR does not recommend the use of fountains to reduce the amount of vegetation on the surface of the pond, which is the main reason fountains are requested by the public on city owned ponds. The addition of a fountain to a pond comes with capital expense for the installation of the fountain and ongoing operating costs for maintenance and operation of a fountain.

Surrounding Landscape Management – The goal is for the surrounding landscape to be composed of established native vegetation along the shoreline of the ponds and most of adjacent areas away from the pond unless articulated as part of a park master plan or specific vegetation management plan prepared for a pond.

In most cases, a majority of the city owned land surrounding each of the city owned ponds have native vegetation with a goal to have a maximum height of the vegetation be less than three feet to allow good visual sight lines.

SECTION 4 - PUBLIC RECREATION AND ACCESS –

Public access and recreation are important considerations in determining the best management strategies for each pond and should be handled on a case-by-case basis. All seven of the ponds have

been stocked for fishing by the Iowa Department of Natural Resources (DNR) but the ease of access for fishing at each one varies.

The Shuler, Cirksena, Shadow Creek and Greenbelt Landing ponds have the best public access either in a public park or near a city street. The Tanglewood Valley View and Creekside ponds are currently not as easily accessed by the public despite being located behind residential properties. In coming years these three ponds will have their public access greatly improved by the construction of a new paved trail through the Little Walnut Creek Greenbelt. All three ponds will have easy access from the paved trail and will create better opportunities for fishing in these ponds.

Upcoming improvements to the Greenbelt Landing Pond will include multiple fishing access points, a fully accessible fishing pier, and an accessible trail around the entire pond.

SECTION 5 – MANAGEMENT PLANS –
Specific management plans will be developed for all seven publicly owned ponds. At the date of adoption of this policy Shadow Creek Pond is the only management plan that has been developed.

SECTION 6 – POND MAPS
Map 1 – Creekside, Tanglewood, Valley View, Shadow Creek and Cirksena Pond



Map 2 – Shuler Pond



Map 3 – Greenbelt Landing Pond



SECTION 7 - APPENDIX –

In some cases, more specific management plans have been developed for certain ponds. If such plans have been developed, they will be referenced here.

- Shadow Creek Pond Management Plan – July 2023
- IDNR Pond Spraying Plan – July 2024

RESOLUTION NO. _____

RESOLUTION APPROVING PUBLIC POND MANAGEMENT POLICY

WHEREAS, the City of Clive either completely or partially owns multiple stormwater management ponds within the community; and

WHEREAS, the primary purpose of these ponds is for stormwater management with recreation and public access also available to varying degrees at each pond; and

WHEREAS, the City wishes to establish consistent management guidelines for these publicly owned ponds; and

WHEREAS, the Public Pond Management Policy has been developed so that the result will be well management publicly owned ponds that allow for both stormwater management and public recreation; and

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

That the Public Pond Management Policy is approved and accepted by this City Council; and the City Clerk is hereby authorized and directed to attest to the signature of the Mayor.

PASSED AND APPROVED THIS 8TH DAY OF JANUARY, 2026.

By: _____
John Edwards, Mayor

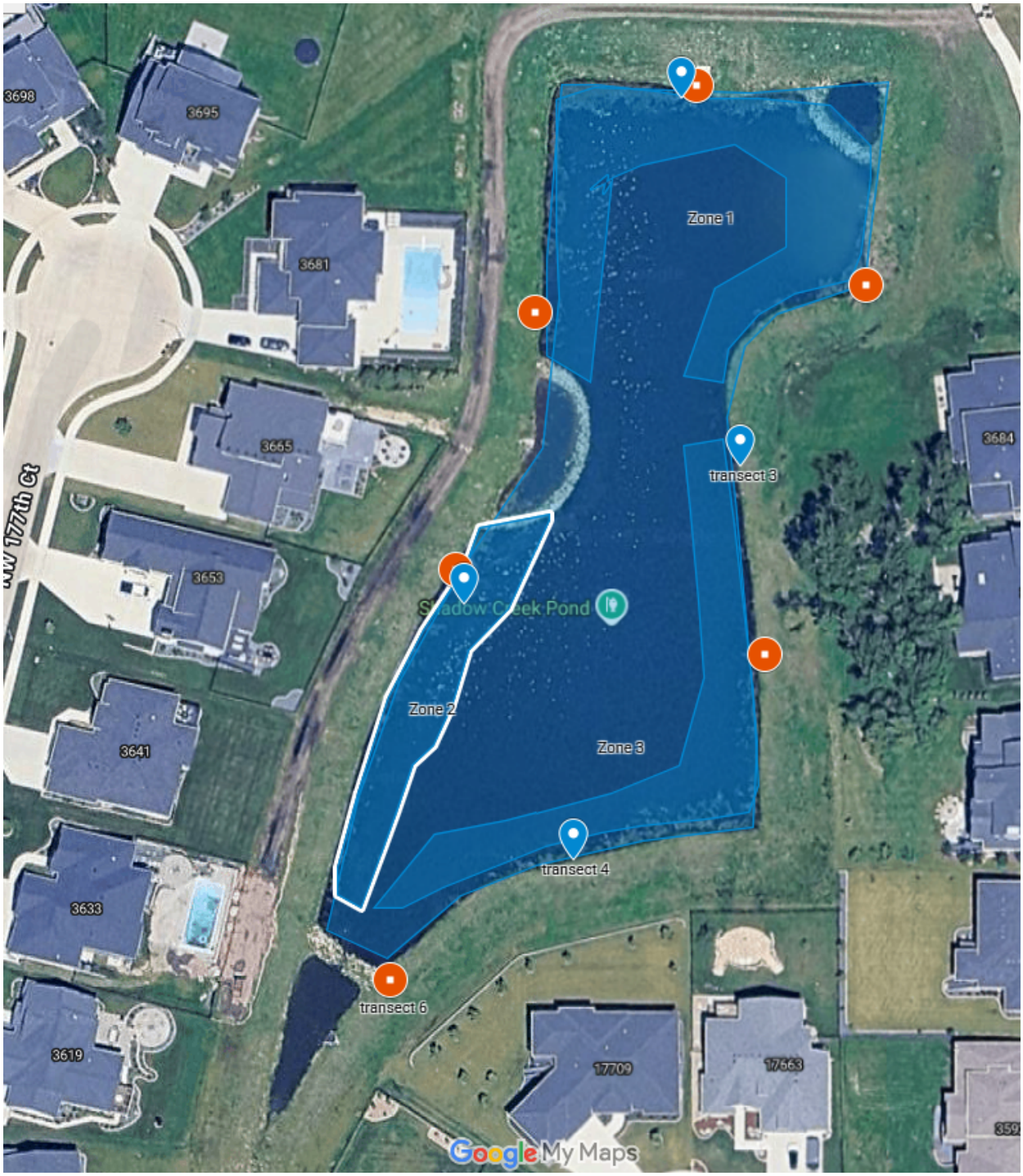
ATTEST:

By: _____
Matthew D. Graham, City Clerk

Shadow Creek Pond –
Iowa DNR In-Water Treatment Recommentdations

January 2026

Pond Treatment Zones Map –



Zone 1 –
0.323 acres with (0.988 acre-ft. volume) native narrow leaf pondweed treatment with diquat (83 oz.) and Komeen (83 oz.) mixed with enough water for even coverage. Treatment can be repeated as needed with a minimum of 14 day rest. Algae treatment with Captain XTR at low biomass (76 oz.) and (2 gallons and 122 oz.) on high biomass. This can be repeated, but with a 14 day rest period between treatments.

Zone 2 –
0.143 acres with (0.425 acre-ft. volume) native narrow leaf pondweed treatment with diquat (37 oz.) and Komeen (37 oz.) mixed with enough water for even coverage. Treatment can be repeated as needed with a minimum of 14 day rest. Algae treatment with Captain XTR at low biomass (33 oz.) and (1 gallon and 35 oz.) on high biomass. This can be repeated, but with a 14 day rest period between treatments.

Zone 3 –
0.221 acre with (0.694 acre-ft. volume) native narrow leaf pondweed treatment with diquat (57 oz.) and Komeen (57 oz.) mixed with enough water for even coverage. Treatment can be repeated as needed with a minimum of 14 day rest. Algae treatment with Captain XTR at low biomass (54 oz.) and (2 gallons and 10oz.) on high biomass. This can be repeated, but with a 14 day rest period between treatments.

Shadow Creek Pond –
Proposed Management Plan

Draft: July 20, 2023

Pond Overview and Background Information

The Shadow Creek Pond is an artificial stormwater management pond that was created as part of Shadow Creek Plats 3 and 4 located near the intersection of Westgate Parkway and Berkshire Parkway in the far northwest corner of the city.

Upon completion of the pond the City of Clive took ownership of this pond and the land surrounding it as part of an extension of the City's Little Walnut Creek Greenbelt.

As designed the pond has a maximum depth of 10 feet and has three sediment forebays to allow most sediment to be trapped within the forebay and periodically cleaned out by City staff with the intent of not having to dredge the overall pond if the forebays are cleaned out as needed.

This pond will also serve as a recreational amenity for the community. The City has worked with the Iowa Department of Natural Resources to stock the pond for fishing. It has been stocked with Large Mouth Bass, Bluegills, and Channel Catfish and is regularly monitored by the City and DNR.

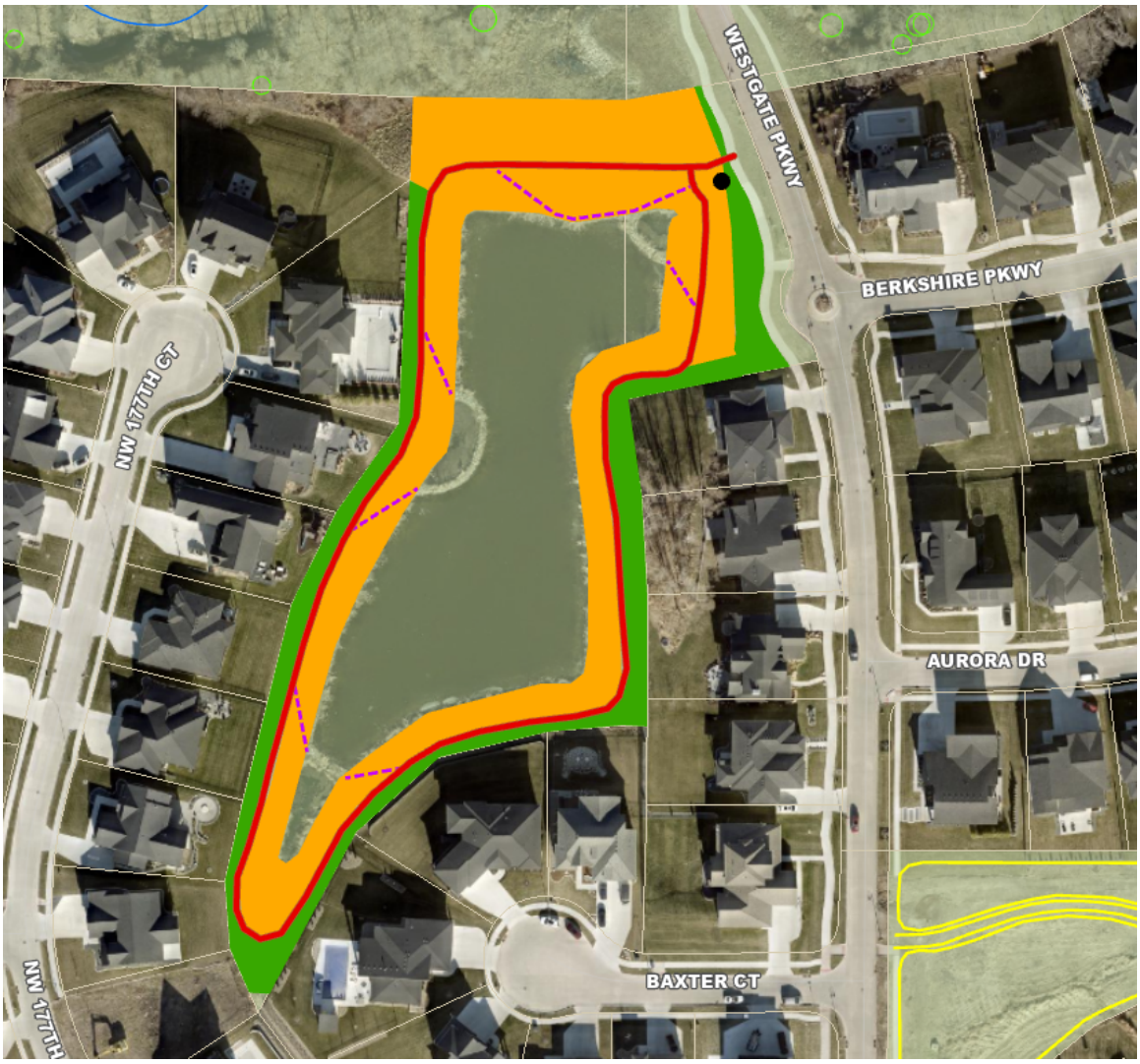
Construction of the residential housing surrounding the pond has recently been completed and the property owners have reached out to City staff and the City Council with the desire to see a management strategy for the property balancing the recreational opportunities for the community with the functional stormwater requirements of the pond and the desire for it to be managed in an ecologically sound manner.

This document represents a proposed plan to meet all those needs and a management document for this pond.

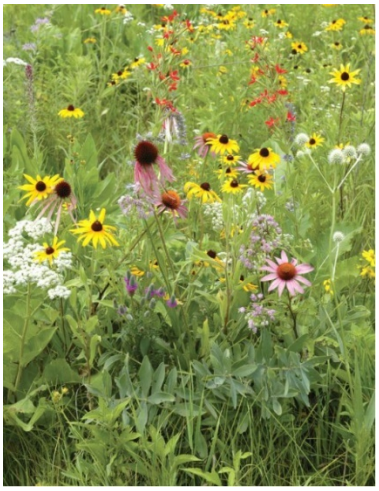
Proposed Vegetation Landscape Zones

When the pond was completed in 2019 all of the land was seeded with a prairie-style seed mix with limited success in getting established. An additional overseed of the property was completed in 2021, but as a whole, the quality of the native landscape establishment has been spotty with large areas of tall weeds dominating large areas of the pond. Staff and residents all agree a reset of the landscape is needed. The following map identifies proposed landscape management zones for Shadow Creek Pond that would be established to reset this landscape. These proposed zones work to balance the desire to have a more ecologically sound landscape, delineate public and private areas and respect the surrounding property owner desires to not have tall vegetation abutting their properties.

- Zone A – Short-grass prairie (orange)
- Zone B – Eco-grass (green)



Zone A – Short-grass prairie (orange)



This seed mix would be high on native flowers with a maximum height of 3’ feet for flowers and grasses contained within the mix. This would provide an ecologically sound mix with lots of colors and be low growing in height for easy sight visibility for people wanting to fish in the pond.

Zone B – Eco-grass (light green)
This grass mix of native and non-native cultivar fescues establishes quickly, growing into a flowing carpet that can go un-mowed or be mowed to a recommended 3” height occasionally or frequently, depending on rainfall, application, and intended use.

The thin blades of the fescues and their relatively deep root systems (4-9”) enhance drought resistance by reducing water loss and reaching deeper water reserves.

When Eco-Grass reaches about 8” it begins to form seed heads and tends to flop over, which can add an attractive naturalistic flow to your landscape. Once established, it is durable under moderate foot traffic. It resists invasion by filling in well, but will not encroach on neighboring plantings.



Eco-Grass yields big savings as a lawn alternative by eliminating or reducing the need for pesticides, fertilizers, and frequent watering or mowing. These slow-growing, deep-rooted fescues establish even in low-nutrient soils. The reduced need for summer watering makes Eco-grass less attractive than irrigated lawns for pests like lawn grubs, the problematic larvae that feed on turfgrass roots.

Proposed In Water Vegetation Management

One of the concerns from residents has been the amount of aquatic vegetation growing in the pond and the amount of surface water covered by floating, submerged and emergent vegetation. Some aquatic vegetation is good for the water ecology of the pond and is needed to help maintain a healthy fishery. It should be noted little algae or duckweed has been found in the pond which is indicative of good water quality.

City staff have performed several water quality tests of the pond in the summer of 2023 and found all of the tests to be of high quality. Discussions with water quality experts have suggested the floating, submerged, and emergent vegetation found in the pond is likely part of the reason for the high water quality. They have recommended testing the water again in the spring before that vegetation starts to grow to see if there are some inputs from the surrounding properties that may be leading to large amounts of vegetation growth.

While there is not one guaranteed strategy to achieve a balance of vegetation in the pond water City staff have begun to spray the vegetation in an attempt to reduce the total vegetation in the pond during the summer of 2023. The first attempt was a foliar spray that killed only the surface vegetation and the second granular application applied to the vegetation should sink to the bottom of the pond and kill it from the roots.

There will need to be continued discussion and refinement of the in-pond vegetation management strategies to achieve the best long-term solution. Some solutions being researched include the addition of grass carp to eat vegetation, a solar aerator to oxygenate the water, and the continued spraying of vegetation when it starts to take over too much of the water's surface. Each solution has strengths and weaknesses and potential budget implications. As a result, City staff has engaged with the Iowa DNR Fisheries staff to evaluate sustainable long-term in water vegetation management solutions. Until such time City staff will continue to monitor and spray aquatic vegetation as needed.

In order to maximize the recreational opportunities of this pond the following improvements are recommended for consideration.

Potential Improvements/Recreation Opportunities –

- Mechanical Aeration – $5,000 purchase cost plus installation and electricity costs and annual costs for maintenance, installation each spring, and removal each fall.

- Natural Surface Trail – It is recommended an eight-foot wide mulch or gravel walking path be installed around the perimeter of the pond and connected to the paved trail along the west side of Westgate Parkway. This proposed trail is identified as a red line on the map.

- Park Sign – It is recommended a park sign be installed at the northeast corner of the pond along Westgate Parkway identifying the pond as a public park. The proposed sign location is noted by a black dot on the map.

- Fishing Access points – Staff has identified seven potential fishing access points to be mowed on a regular basis to allow people through the short-grass prairie to the edge of the pond for fishing access. These locations are identified in purple dashed lines on the map.

- Fishing Pier/Dock – A fishing pier or dock should be investigated as a possible future improvement to this space to better allow people to fish in the pond. Funding for this could be privately raised or would need to be evaluated with other proposed recreation improvements across the City.

Short-Term Ecological Restoration Plan

Stormwater Basin Buffers

Shadow Creek Pond (2.13 ac). Buffer vegetation surrounding this basin was initially planted with several nonnative wildflowers but was subsequently re-planted with a mix of prairie species native to Iowa. The vegetation has been established for a few years, with native vegetation providing over 75% cover on average. The east side had been disturbed for Westgate Road and sidewalk construction within the last year or two. As of May 2023, the south end was disturbed (silt fence down/non-functional, bare soil) by residential construction and grading underway on an adjacent parcel. Sideoats grama, common ragweed, and annual fleabane were common natives. Other occasional natives included purple coneflower, lanceleaf coreopsis, purple prairie clover, common milkweed, blue vervain, foxglove beardtongue, yarrow, and partridge pea. A few plants of other natives included white sage, golden Alexander, bee balm, stiff goldenrod, butterfly milkweed, Canada wild rye, Virginia wild rye, and New England aster. A few native bulrushes occurred at the south end of the pond. Invasive plant cover was primarily sweetclovers and wild carrot. Narrowleaf cattail was common within the pond. Other invasives encountered infrequently in this buffer were prickly lettuce, bird's-foot trefoil, plantain, and reed canary grass. Cricket frogs were present and calling in the pond.

For the stormwater basin buffers that were seeded in 2022, mowing is needed to suppress weed cover until native vegetation cover by perennial species is at least 80% on average throughout the buffer. Weed cover was quite high in May 2023.

Mowing should be done frequently enough to keep the vegetation under 12" through the 2023 growing season to prevent seed production and dispersal by species such as sweetclovers, curly dock, burdock, musk thistle, bull thistle, and Canada thistle. Spot mowing is recommended for the stormwater basin SW of Westgate to target and prevent seed production by sweetclover and wild carrot. Spot broadleaf herbicide treatments are recommended for nonnative legumes (red clover, white clover, black medic, bird's-foot trefoil, crown vetch) and Japanese knotweed. The nonnative legumes are so prevalent that it may be necessary to wait until the native prairie forbs have senesced in the fall of 2023 to apply a broadcast treatment with an herbicide containing clopyralid. Spot treatments will be necessary annually for several years to suppress the target invasive legumes. Multiple herbicide spot treatments should be anticipated for eradicating the Japanese knotweed.

Narrowleaf cattail was observed in a few of the basins. It is just starting to establish in the ponds near the Shadow Creek development, but it is common in the pond SW of Westgate. An aquatic-safe formulation of glyphosate should be used to treat the cattails in late summer. A tank mix of glyphosate with imazapyr can be very effective for nonnative cattail control over water.

As noted in the existing conditions descriptions, the basin buffers seeded in 2022 were nearly devoid of any native grass or sedge cover in May 2023. Supplemental seeding with a graminoid seed mix is recommended for those basin buffers in the spring of 2024 to facilitate establishment of the graminoids while a mowing regime is still underway for grow-in maintenance and spot weed treatments. Mowing should continue until native grass and sedges compose at least 50% of the native buffer vegetation cover. This will be critical for the long-term sustainability of native vegetation cover (especially resistance to weed invasion) and for maintaining the vegetation periodically with prescribed fire.

Periodic prescribed burns should be conducted for all of the stormwater basin buffers to invigorate native vegetation, suppress weeds, and suppress woody encroachment. Prescribed burns could be planned for the near term for the basin SW of Westgate and the east basin by 164th St to remove thatch, suppress woody species, invigorate natives, and facilitate better invasive plant herbicide treatments to weed re-growth. Prescribed burns should be planned for the more recently seeded basin buffers after native grasses and sedges provide at least 30% cover to help carry the fire.

Restoration Activity Descriptions for Short-Term Priority Areas

INVASIVE SPECIES CONTROL

Invasive species control in the priority areas should follow Best Management Practices, as provided in Chapter 3. Overarching control strategies should focus on prevention of seed production and spread and achieving the objectives for invasive plant cover defined for the priority area cover types. Treatment methods should be selected to match the scale and distribution of the infestation, with treatments applied in a highly selective manner to avoid or minimize nontarget damage.

Woody invasive (and native tree) removal should be restricted to the dormant season and frozen ground conditions to minimize disturbance and avoid overlap with seasonal roosting by migratory northern long-eared bats and Indiana bats.

ENRICHMENT SEEDING

As noted earlier, the stormwater basin buffers were lacking native grass and sedge cover as of May 2023. Supplemental/enrichment seeding is recommended for the spring of 2024 to establish the graminoids while the native forbs are still establishing and the plantings are under a regular mowing regime.

Perpetual Vegetation Management Plan

This chapter provides perpetual vegetation management recommendations for the time periods following initial ecological restoration establishment phases. The plan integrates monitoring and adaptive management activities, recommends Best Management Practices and activity implementation intervals, and provides a draft implementation schedule per DFC.

Best Management Practices

INVASIVE PLANT SPECIES MONITORING AND CONTROL

Invasive, nonnative plants will be one of the most significant challenges for long-term management of the Clive Greenbelt for all desired future cover types. Woody and herbaceous invasive species known to occur within the park were included above in Table 9 and Table 10, respectively. Regular monitoring for invasive plants will be critical for planning control methods, measuring restoration progress at the park, and for maintaining and utilizing credits from the MBI. Objectives for acceptable levels of invasive plant cover are

included in the Short-Term Ecological Restoration Plan for priority areas. Monitoring frequency and control efforts need to be tied directly to achieving those objectives.

Although the following sections focus on invasive species control, invasive species management must be combined and integrated with management activities that facilitate replacement of invasive plant cover with desirable native vegetation cover. Spot treating invasives to preserve existing native vegetation, using prescribed fire to boost native plant growth and flowering, supplemental seeding, altering light environments through planting trees or selective tree thinning, and stabilizing eroding slopes are a few example activities that can aid in achieving native vegetation cover objectives.

Goals for Invasive Species Control

Eradication is recommended as a goal for the Japanese knotweed at the stormwater basin near 164th St.

While it is impractical to eradicate all invasive plants from the park, **suppression** is recommended as an appropriate goal for the remaining invasive species. Suppression involves managing invasive plants to levels where they do not: (1) negatively impact native plant abundance and diversity objectives, (2) negatively impact natural processes, (3) serve as sources of spread to other areas within or beyond the park, and (4) pose a health hazard for park users. With a goal of suppression, target invasive plants may still persist at low densities and abundance.

Containment is typically a goal for species such as reed canary grass where edges or satellite populations may be effectively controlled to prevent the grass from spreading, but efforts to suppress the entire source population would be impractical due to the immense resources and long-term sustained effort that would be required to replace the invasive plant cover with a native plant community or prevent re-infestation from upstream or from adjacent land under different ownership.

Containment is largely a context-dependent goal. Monocultures of reed canary grass where containment is already being provided by features such as paved trails or management practices such as frequent mowing, can be exceptions. Where containment is essentially already provided by landscape features or management activities that will reliably continue to provide containment or a barrier of some kind for seed dispersal or vegetative spread, suppression may be a practical goal for a species like reed canary grass when combined with thorough site preparation and native plant community restoration.

Monitoring Schedule

A monitoring schedule for the Clive Greenbelt, **including all of the stormwater basin buffers,** should include at least one early season field assessment and one late season assessment. Best detection timing for most of the herbaceous invasive plants known to occur within the Clive Greenbelt is during the summer (June/July) when they are in bloom, but all of the species can be detected vegetatively during green-up in the spring. Monitoring for herbaceous invasive plants is recommended for the park in May of each year to check the status and extent of known populations and to scout for and map any new infestations that should be included in control efforts. All of the woody invasive plants should be easily detected any time of year.

When monitoring is conducted, by-species notes should be made on estimated abundance and distribution to aid staff or contractors in preparing for and implementing control treatments. A GIS field mapping application and mobile devices are highly recommended for recording invasive plant locations (and

approximate densities) to streamline both field monitoring and treatment implementation and documentation.

A second late season monitoring event in August will aid in measuring the effectiveness of growing season treatments, planning for fall treatments, and mapping areas to plan on treating the following year.

Spot Treatments

Spot treatment is recommended as a BMP for invasive plant control. The goal is to focus the greatest treatment impact~~s~~ on the invasive plants while minimizing disturbance or damage to desirable vegetation. With reduced competition from invasive plants, enhanced growth and flowering of remaining desirable vegetation can then contribute to increased native cover in the treated area through vegetative spread and seed dispersal.

Spot treatment as a BMP applies to both mechanical and chemical control methods. Tools and methods should match the scale of an infestation. For example, widely scattered flowering sweetclovers within an established prairie planting, such as a stormwater basin buffer, may be effectively controlled through spot mowing with a gas-powered weed whip or potentially hand pulled. The potential additional short-term investment in labor that may be required to spot treat instead of mobilizing a tractor to mow large areas of the buffer will pay off in the long run by allowing existing native vegetation to thrive and fill in the gaps, thereby contributing to more resilient and sustainable long-term native plant cover. On the flip side, larger, denser infestations that have few native plants interspersed may be more efficiently and effectively managed through mowing with a tractor where there is suitable equipment access or with a walk-behind mower where equipment access is more limiting. Right-sizing tools and methods to the scale, distribution, and context of an invasive plant population can save time and money and result in healthier vegetation cover.

With the exception of broadcast treatments for site preparation, spot treatment as a BMP applies to chemical control methods for invasive plants as well. Chemical application methods can be highly selective and targeted by using tools such as daubers, wicks, and small hand-held sprayers or spray bottles. Backpack sprayers can be effective for spot treatments if nozzles and tank pressure are properly set and calibrated. Other types of herbicide application equipment, like boom or boomless sprayers, can provide some degree of spot treatment, especially if combined with use of selective herbicides.

Understanding the scope of an infestation through monitoring and regular scouting is crucial for selecting the right combination of tools and techniques to address an infestation using spot treatments. Without regular monitoring and an overall EDRR strategy, invasive plant populations are often perpetuated by broadcast treatment methods that lead to a continuous detrimental cycle of chemical and/or mechanical disturbance and dependence. The cycle of disturbance can make it exceedingly difficult to establish native plants—which are suppressed or killed by the same methods that affect the invasive plants.

Herbicide Selection and Use

Herbicides must be applied according to label restrictions and manufacturer's recommendations. In addition, personnel applying herbicides should have the proper training and applicable state pesticide applicator license.

Herbicide selection should prioritize using a formulation that provides the most specific and targeted control for target species to achieve treatment objectives. For example, a broadleaf-selective herbicide should be

used to target broadleaf weeds growing among desirable native grasses and sedges. In contrast, a non-selective herbicide such as glyphosate may be selected for broadcast spray applications used to kill all undesirable existing vegetation prior to a native seeding.

Herbicide applications should be timed appropriately for achieving effective control while minimizing non-target impacts to desirable vegetation. Treatment timing should be considered in relation to plant phenology, as well as past, present, and forecasted weather conditions. Herbicide labels and additional information from Agricultural Extension Services can inform proper treatment timing related to species-specific plant phenology. For example, Canada thistle herbicide treatments with clopyralid are typically more effective when applied to flowering stems that are bolting than when the stems are in bloom. Weather patterns need to be considered as well. Extreme dry or wet soil conditions can impact herbicide uptake and effectiveness. In addition, labels may indicate a minimum number of hours of dry weather required following an herbicide application to prevent the herbicide from washing off the plants during rain events. Herbicide labels will often indicate that a formulation is "rain fast" after a specific length of time.

Herbicide applications that need to occur in proximity to or over standing water must only involve herbicides that are specifically approved for use near or over standing water. Invasive plant control that involves herbicide application along the streambanks and below the OHWL of Little Walnut Creek, along the banks of tributaries to LWC, around the edges of stormwater basins, and in the sedge meadow will require careful herbicide selection to avoid harm to aquatic organisms. When in doubt, an herbicide formulation should be selected that is not toxic to aquatic organisms. Aquatic-safe formulations will still be effective in terrestrial environments while avoiding risk to aquatic environments.

Herbaceous Invasive Species Control

BMPs for herbaceous invasive species control will need to involve a combination of mechanical and chemical control methods. The control method selection process typically depends upon an invasive plant's lifespan (annual, biennial, monocarpic perennial, or perennial), the growth stage or phenology of the plant, and site context.

Annual weeds that may be prevalent in frequently disturbed areas along trails or roadsides, or occur in zones experience fluctuating water levels, may provide the best cover given the disturbance frequency. If the annual weeds are identified as species that could be detrimental to establishment of nearby perennial native cover, mowing is recommended to prevent seed production and to suppress the annual weed growth. Mowing is usually sufficient to reduce competition from annual weeds, especially during the grow-in maintenance stage for native seedings.

Biennial species such as nonnative thistles (musk thistle, bull thistle), wild carrot, sweetclovers, and wild parsnip can be controlled by mowing when the plants are in bloom but prior to seed set. Biennials can also be effectively controlled by applying herbicide to first-year plants or rosettes. However, waiting until biennials are in bloom can often facilitate detection, identification, and more thorough treatment. Additionally, mowing can reduce herbicide use and reduce herbicide exposure for personnel applying the pesticides.

Mowing for biennial invasive plant control needs to occur before plants have started setting seed, in which case mowing will only serve to exacerbate seed dispersal. Spot mowing may need to be done multiple times in an area as different biennial species start to flower. Mowing species such as poison hemlock and wild parsnip must be done carefully to avoid contact with the plants or plant sap.

Garlic mustard is a biennial that is typically pulled when in flower, but if plants are starting to fruit, the pulled plants must be bagged and composted or the pulled plants will continue to set viable seed if left on site and in soil contact. For larger infestations of garlic mustard, weed whipping has been successful for eliminating or reducing seed production by pulverizing the flowering stems. Within the Greenbelt Park, garlic mustard may be controlled using a combination of hand-pulling and weed whipping in the spring, and herbicide application to rosettes in the fall.

Monocarpic perennials and perennials will require herbicide spot treatments in combination with other practices such as supplemental seeding natives and prescribed fire to aid replacement of the weed cover with native vegetation cover. Monocarpic perennials may persist as a rosette for one or more years before bolting, setting seed, and dying. Burdock is an example of a monocarpic perennial. Monocarpic perennials should be spot sprayed when they are in a non-flowering rosette stage.

Perennials require herbicide treatment to permanently kill the root system. Repeated mowing can serve to prevent seed production and suppress vegetative growth, but mowing does not typically kill perennial weeds. Chicory, crown vetch, tansy, red clover, white clover, burdock, curly dock, bird's-foot trefoil, Canada thistle, Japanese knotweed, and cool season nonnative grasses (such as Kentucky bluegrass, smooth brome, quackgrass, orchard grass, reed canary grass) are perennials in the Clive Greenbelt that will require herbicide spot treatments for control. Repeat treatments of decreasing scale should be anticipated for adequate control and suppression and establishment of native vegetation.

MOWING / HAYING

The recently planted stormwater basin buffers are still establishing forb cover and had high weed cover as of May 2023. Those plantings will need supplemental seeding and time for native grasses and sedges to establish prior to the first routine maintenance.

Thorough planning, trained personnel, and sufficient equipment are essential for prescribed fire implementation. Fire is a very useful tool in the management of natural areas, but always has the potential to become dangerous if not given respect and careful attention. Like many other tools, it requires adaptability as a key component of long-term management.

Mowing or prescribed haying can be used as an alternative to prescribed fire where there is appropriate access for mowing/haying equipment. Mowing/haying can be alternated with prescribed fire to provide a disturbance surrogate to grazing. Brush mowing can also be used as a back-up method for dealing with brush cover if weather conditions or other factors prevent the City from implementing a planned prescribed fire rotation.

SUPPLEMENTAL NATIVE SEEDING

Supplemental seeding is recommended in the short-term to significantly enhance graminoid cover in the recently planted stormwater basin buffers. Re-seeding areas with a full native seed mix may be necessary periodically when there are activities such as ground disturbance that significantly impact the native perennial cover

FOREBAY MANAGEMENT AND MAINTENANCE

Implementation –

Funding would be available in current budgets for the purchase of seed mixes needed to begin implementation of the vegetation management area improvements. Leisure Services staff could start work in the fall of 2023 and continue working to establish those areas over the next several years. Funding for a park sign could be found in the City's existing signage budget, but funding for the mulch or gravel trail and the fishing pier is not currently in any existing budgets and would need to be considered as part of future budgets. One solution for the trail could be to create a mowed trail until funding can be secured for the mulch or gravel trail.

A general schedule for the establishment of the landscape and ongoing monitoring of the pond vegetation will generally adhere to the following protocols:

- Zone A – Mow when weeds become 12-15" tall. This area should only need 1-2 additional mowings in 2023.
- Zone A – Overseed with short-grass prairie and flower mix in October or November
- Zone B – Mow on a similar schedule to Zone A, but with the intent of getting it mowed to a shorter length to prepare for the transition to eco-grass
- Zone B – Spray 1-2 times in the late summer and fall with a product like glyphosate to kill existing plants.
- Zone B – Seed the eco-grass in early fall to take advantage of cooler and wetter weather.
- Zone A – Mow as needed in 2024, likely with the first mowing to come in early June and then when needed after that to address weed pressures. Likely to be mowed 2-4 times in 2024 and then as needed in specific areas in subsequent years to address areas of weeds or handle volunteer trees
- Pond Vegetation – Granualar "spray" is to be applied to in-water vegetation in late July 2023 and staff will "rake" excess vegetation out of the pond near the fishing areas outlined in the plan in late July or early August
- Pond Monitoring – City staff will conduct periodic water quality monitoring starting in March 2024
- Pond Vegetation – City staff will monitor vegetation growth in the pond during the 2024 season and work to find a more permanent management solution to reduce the overall in-water vegetation in the pond.

Ongoing Maintenance and Operation Costs –

APPENDIX

Eco-grass Seed Mix

Short Grass Prairie Seed Mix

Memo

TO: Mayor and Council members
FROM: Richard Brown, Leisure Services Director
DATE: January 8, 2026
RE: Resolution Approving New Name for Special Events Building

SYNOPSIS:
Staff worked to develop several potential names for the Special Events Building once the renovations associated with Greenbelt Landing are complete. Five of those names were put out to a vote by the public through the City's website and social media channels during the month of December.

The five names that were voted upon by the public include:

- The Pavilion
- Clive Creekside Center
- Creekside Pavilion
- Oxbow Pavilion
- The Canopy

In total, there were 251 votes, 70% of them were by Clive residents and the winning vote with 40% of the votes was the **Creekside Pavilion**. The rest of the voting is as follows:

- Clive Creekside Center – 65 votes
- The Canopy – 40 votes
- Oxbow Pavilion – 31 votes
- The Pavillion – 15 votes

The Parks, Recreation and Public Art Board is being asked to make a recommendation at its January 5, 2026, meeting for the City Council for consideration of a new name for the Special Events Building. Staff recommended to the Board that the building be named the Creekside Pavillion at Greenbelt Landing, but the final recommendation from the Board will not be available until after the City Council agenda has been published, so staff will update the City Council on Thursday evening of the Board's recommendation.

Reservations for the building will start on January 12, 2026, and the first rentals start on May 1, 2026.

Attachments:
1. Resolution - Special Events Building New Name

RESOLUTION NO. _____

RESOLUTION APPROVING NEW NAME FOR THE SPECIAL EVENTS BUILDING AT GREENBELT LANDING

WHEREAS, the City is in the process of improving the park space around the Clive Aquatic Center as part of a project known as Greenbelt Landing; and

WHEREAS, the City is also remodeling the Special Events Building as part of the Greenbelt Landing Project; and

WHEREAS, the City believes that the completion of this remodeling project is an appropriate time to rename the building to better reflect the use and location of the building; and

WHEREAS, the City solicited feedback from the public regarding the new name for this building through the City's website and social media channels; and

WHEREAS, the Parks, Recreation and Public Art Board has reviewed the feedback from the public through this online voting process and has voted to forward a recommendation regarding the new name for the building for consideration by the City Council; and

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

That that the new name for the Special Events Building at Greenbelt Landing will be The _____ at Greenbelt Landing and is 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.

PASSED AND APPROVED THIS 8TH DAY OF JANUARY 2026.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk

Memo

TO: Mayor and Council members
FROM: Jamie Miller, Administrative Specialist
DATE: January 8, 2026
RE: Parkway Street Tree Maintenance Plan

SYNOPSIS:
See attached memo for detailed discussion and staff recommendation.

Additionally, a copy of the original background report from January 2025 has also been attached for your general reference.

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

Attachments:
1. Memo - Background January 2025
2. Memo - Parkway Street Tree Plan and Recommendation (01-08-2026)

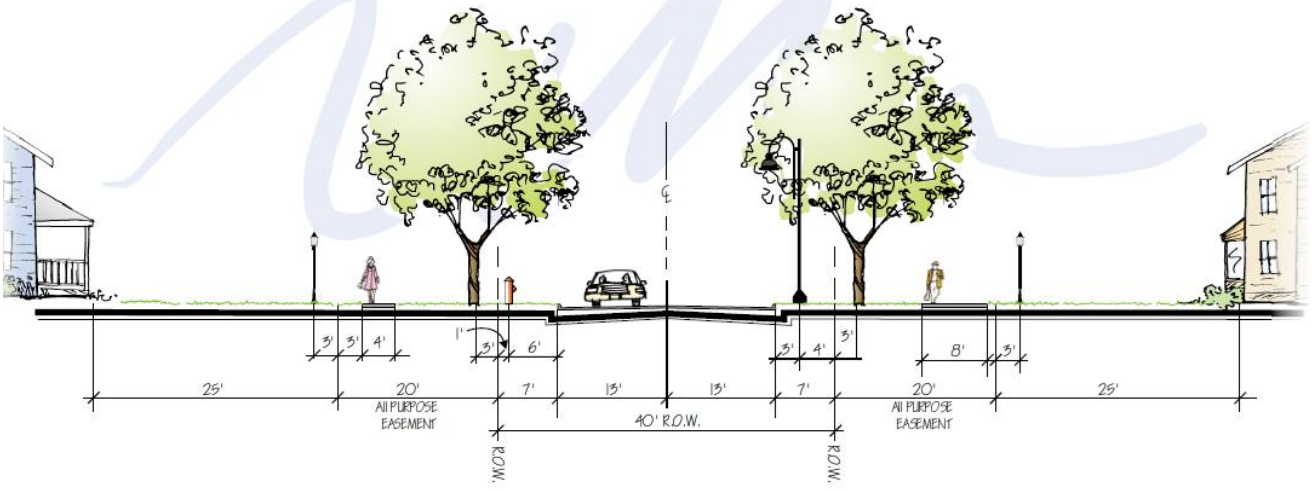
MEMORANDUM

To: The Mayor and City Council Members
From: Mark Mertens, Code Enforcement
Date: January 28, 2025
Subject: Parkway Street Tree Maintenance

Purpose:
To address the challenges associated with maintaining street trees along City Parkways and to seek guidance on whether to allocate additional resources for their care.

Background:
Since the approval of the first Northern Neighborhoods Master Plan in 2000, major neighborhood collector streets—such as Boston Parkway, Berkshire Parkway, Devonshire Parkway, and Westgate Parkway—have been designed with a distinct streetscape plan that incorporates street trees as a defining element of neighborhood character. The inclusion of street trees in the master plan reflects their recognized importance in providing significant environmental, social, and economic benefits:

- **Environmental Benefits:** Trees improve air quality, reduce urban heat islands, manage stormwater, sequester carbon, and support biodiversity.
- **Social Benefits:** Trees enhance aesthetics, promote mental and physical health, reduce noise, and foster community interactions.
- **Economic Benefits:** They increase property values, reduce energy costs through shading and windbreaks, and boost local economies by creating more inviting public spaces.



BOSTON PARKWAY CROSS-SECTION
CLIVE, IA

As illustrated in the cross-section above, the "Parkway" streets envisioned in the master plan featured distinctive design elements, including corner lot homes facing the Parkway, narrower street widths, decorative streetlights, an 8-foot multi-use trail, and street trees. These streetscape components were intentionally designed to distinguish the neighborhood from other standard single-family developments in the western suburbs that were occurring at the time. Moreover, the design was carefully calibrated to foster a slower, more pedestrian-friendly neighborhood collector roadway environment.

While there have been some implementation challenges over the years, the original concept of the Parkway design is widely regarded as successful. Over the past 20+ years of development in the Northern Neighborhoods, approximately 1,053 Parkway street trees have been planted by homebuilders during the construction of around 265 homes. For context, photos below illustrate various stages of Parkway development. The trees along Shadow Creek North were planted within the past one to two years, while those in the Shadow Creek area have been established for approximately 10 years. In contrast, the mature trees in the Country Club Glen area have been growing for about 20 years.

Standard Neighborhood Collector (Clark Street)	Early Stage- Westgate Parkway (Shadow Creek North)
	
Mid Life Stage- Berkshire Parkway (Shadow Creek)	Mature Stage- Boston Parkway (Country Club Glen)
	

Although the street trees along the Parkways are often perceived as public assets due to their proximity to the roadway, they are actually located entirely on private property. The original Parkway design addressed concerns about placing trees in the City's right-of-way by using a narrower road right-of-way (40 feet instead of the typical 60 feet). This reduced width results in the street trees being situated on private property rather than within the City right-of-way. To ensure proper installation by homebuilders, the area where the street trees are located is designated as a City Improvements Easement, granted to the City by the original subdivision developer. This easement establishes the obligation for tree installation, maintenance, and replacement while also granting the City the authority to address these issues if a property owner fails to do so.

The installation of street trees has generally not been an issue, as homebuilders are required to complete the landscaping before a Certificate of Occupancy is issued. However, once ownership transfers to homeowners, the maintenance of these trees—such as nurturing, preventative pruning, and shaping—has proven more challenging. Many homeowners assume that street trees require no more care than other trees in their yard and largely neglect them. However, street trees require additional attention due to their unique environment. Proper maintenance is essential to ensure the tree canopy accommodates both vehicles on the road and pedestrians on the sidewalk. This is best achieved through preventative pruning during the tree's early growth years. Unfortunately, this early effort is often overlooked by property owners, leading to less desirable growth patterns and more costly trimming later on.

In addition to ongoing street tree maintenance, challenges have arisen with the removal of dead or dying trees and the replacement of those removed. Currently, approximately 40 dead or dying street trees are located along the Parkways. As private property assets under the City Improvement Easement, property owners are responsible for removing dead trees and replacing them in accordance with the original subdivision Landscaping Plan. Once informed that the trees are private property assets, many homeowners take the necessary steps to remove them. Many also replace the removed trees; however, there are still approximately 180 missing street trees along the Parkways.

As noted, the responsibility for trimming, maintaining, removing dead trees, and replacing missing street trees rests with the adjacent property owners. However, many fail to fulfill these obligations, placing a significant burden on Code Enforcement. This has resulted in dead, missing, or poorly maintained trees, creating safety hazards and diminishing the Parkways' aesthetic and environmental value.

Discussion Points:

The original concept and initial implementation of the Parkway street tree program have been successful in providing significant social, environmental, and economic benefits to the Northern Neighborhoods. As the City moves beyond the design and installation phases, staff believes it is an appropriate time to reflect on the program and evaluate the City's role in the ongoing maintenance of these street trees. There are three primary maintenance issues: 1) annual shaping and roadway/sidewalk overhang maintenance, 2) dead tree and stump removal, and 3) restoring the tree pattern through replacements. **While each issue has unique challenges in terms of efficient resolution, they ultimately raise the question: does the value of the private property Parkway street trees justify the allocation of City resources moving forward?**

If the answer is no, staff will focus on addressing complaints related to roadway/sidewalk encroachments and will handle dead tree removals on a case-by-case basis. Property owners will be informed of their responsibility to replace the street trees, though enforcement actions will be limited.

If the answer is yes, staff will require additional time to evaluate options and present a specific recommendation to the City Council. This evaluation will include a comprehensive review of the streetscape design (including tree species), the maintenance program (defining roles for both the City and property owners), the replacement program (exploring partnership opportunities), and community education (for both City staff and property owners).

We look forward to the discussion. Please feel free to contact me at 515-223-6221 or via email at mmertens@cityoflclive.com if you have any questions or need further information before the meeting.

CITY PARKWAYS



PARKWAY TREE DATA
(as of June 2024)

Total Trees Required (1,053):

- **Overstory:** 587 (497 Residential / 19 City / 37 Commercial / 34 Association)
- **Evergreen/Pine:** 286 (231 Residential / 8 City / 12 Commercial / 35 Association)
- **Ornamental:** 180 (168 Residential / 0 City / 8 Commercial / 4 Association)

Tree Health:

- **Overstory Trees-**
  - Dead: 15 (10 Residential / 2 City / 1 Commercial / 2 Association)
  - Dying: 13 (11 Residential / 0 City / 1 Commercial / 1 Association)
- **Evergreen/Pine Trees-**
  - Dead: 3 (2 Residential / 0 City / 0 Commercial / 1 Association)
  - Dying: 5 (2 Residential / 0 City / 1 Commercial / 2 Association)
- **Ornamental Trees-**
  - Dead: 1 (1 Residential / 0 City / 0 Commercial / 0 Association)
  - Dying: 1 (1 Residential / 0 City / 0 Commercial / 0 Association)

Currently Missing Trees (191 Total- 88 Individual Property Owners):

- **Overstory-** 71 (54 Residential / 2 City / 3 Commercial / 12 Association)
- **Evergreen/Pine-** 65 (55 Residential / 0 City / 1 Commercial / 9 Association)
- **Ornamental-** 55 (53 Residential / 0 City / 2 Commercial / 0 Association)

Future Communication Required with Individual Property Owners:

- **109 individual properties which is 41% of all properties with Parkway trees-**
  - Missing Trees: 182 (85 Residential / 0 City / 2 Commercial / 1 Association)
  - Dead Trees: 19 (11 Residential / 1 City / 1 Commercial / 3 Association)
  - Dying Trees: 19 (13 Residential / 0 City / 2 Commercial / 2 Association)

PARKWAY STREET TREE PLAN OPTIONS – MEMO TO COUNCIL

TO: Honorable Mayor and City Council
FROM: Mark Mertens, Code Enforcement Officer
DATE: [Insert Council Meeting Date]
RE: Parkway Street Tree Management Options

ISSUE

City Council previously discussed the long-term management and maintenance of parkway street trees in the City's Northern Neighborhoods. These trees, located within City Improvements Easements on private property, contribute significantly to neighborhood aesthetics and canopy coverage but present ongoing challenges related to ownership responsibility, consistency of care, and enforcement.

BACKGROUND

Since the early 2000s, the Northern Neighborhoods Master Plan has guided development in this area, establishing a unique 'Parkway' streetscape concept featuring narrower collector streets, decorative street lighting, multi-use trails, and regularly spaced street trees. Over the past two decades, more than 1,000 trees have been planted along Boston, Berkshire, Devonshire, and Westgate Parkways, establishing a strong and recognizable neighborhood identity. Looking ahead, continued residential build-out will result in approximately 45 additional overstory trees being planted in these corridors.

While the Parkway concept has been largely successful, long-term maintenance has become increasingly challenging. Because these trees are located within private property and subject to a City Improvements Easement, the responsibility for trimming, removal, and replacement currently falls to adjacent property owners. Many property owners are unaware of these obligations or lack the means to fulfill them, resulting in inconsistent maintenance and varying tree health. As a result, staff has observed increasing canopy gaps, dead or missing trees, and additional enforcement demands.

Staff estimates approximately 30 parkway overstory trees are dead or dying and about 75 are missing, totaling roughly 105 trees that require attention. Currently, there are 291 developed parkway properties with approximately 35 additional lots expected through future development. Following Council's determination that parkway trees are a valued public asset, staff developed several management options to address maintenance equity, consistency, and long-term sustainability.

COST ASSUMPTIONS

For each of the options considered, the cost estimates outlined below have been consistently utilized:

Work Type	Performed by City Staff	Performed by Contractor
Tree removal and replacement	$700 each	$1,500 each
Planting of missing trees	$300 each	$500 each
Annual maintenance per property	$35	$200

After meeting with the Park Department, City staff costs are based on comparable operations they have done previously. Contractor costs reflect local market rates from recent tree care and replacement quotes. Tree removal includes felling, chipping, stump grinding, and disposal. Replacement includes planting a 1½" caliper tree with staking, mulching, and initial watering. Annual maintenance includes routine pruning for shape and clearance, along with inspection for disease or structural issues.

ALTERNATIVES AND ANALYSIS

OPTION 1 – ENHANCED PROPERTY OWNER RESPONSIBILITY (STATUS QUO + ENFORCEMENT)

This option maintains the existing model of property owner responsibility under the Parkway Improvement Easement but strengthens enforcement and oversight by the City. It establishes a structured inspection schedule, property owner education, and a defined enforcement process.

Key Elements:

- The City develops a comprehensive parkway street tree inventory and health database.
- The City updates the approved parkway street tree landscaping plan and species list.
- The City establishes street tree care guidelines (minimum standards) and develops property owner education materials.
- The City notifies property owners of removal/replacement needs to reestablish the design state (early spring 2026 with late spring 2027 deadline).
- The City performs annual inspections on a three-zone rotation, ensuring that roughly one-third of the corridor is inspected each year to identify trees in need of maintenance, such as trimming, removal, and replacements.
- Following spring inspections, the City sends notices to property owners listing needed tree maintenance, with a deadline of early fall to finish the work using their own contractor.

- City staff coordinate with property owners and contractors throughout the year to address questions and concerns.
- Failure to complete the required maintenance by the early fall deadline may result in City staff initiating enforcement action in late fall. All associated costs are billed to the property owner.
- The City will submit an invoice to the property owner covering all compliance costs. Invoice payments will be collected as permitted in the applicable City Improvement Easement document.

Estimated Cost Summary:

- Initial cost to bring parkways to designed state under this option:
    - Property owner removals/replacements: $45,000 ($15,000 if using three zones)
    - Property owner plantings (missing trees): $50,000 ($16,667 if using three zones)
    - Property owner total cost: $95,000 ($31,667 if using three zones)
    - City inspection and enforcement cost for 326 properties (average 30 minutes per property at a staff rate of $60 per hour): $9,810 ($3,270 if using three zones)

- Average annual cost to maintain parkways to designed state under this option:
    - Property owner annual replacement (1% death rate): $22,500 ($7,500 if using three zones)
    - Property owner annual maintenance costs for 326 properties: $65,200 (21,733 if using three zones)
    - City inspection and enforcement cost for 326 properties (average 30 minutes per property at a staff rate of $60 per hour): $9,810 ($3,270 if using three zones)

Pros:

- Minimal direct cost impact to the City. An upfront budget increase would be required for abatement costs, but it is estimated that 75% of the costs are expected to be recovered.
- Encourages property owner engagement and stewardship.
- Gradual improvement in tree health and neighborhood appearance over time.

Cons:

- Relies heavily on the knowledge, capacity, and financial ability of individual property owners.
- Requires additional staff time for inspections and property owner/contractor communications.
- Three-year cycle may result in hazardous trees remain longer if enforcement is delayed.
- Enforcement and collection activities can be administratively complex and time-consuming.

OPTION 2 – SHARED RESPONSIBILITY

Under this option, the City and property owners share both cost and responsibility for tree maintenance, removals, and replacements. The City would manage periodic trimming and inspections, while property owners would contribute toward removals and replacements through a cost-share program.

Key Elements:

- The City develops a comprehensive parkway street tree inventory and health database.
- The City updates the approved parkway street tree landscaping plan and species list.
- The City establishes street tree care guidelines (minimum standards) and develops property owner education materials.
- The City notifies property owners of removal/replacement needs to reestablish the design state (early spring 2026 with late spring 2027 deadline).
- Property owners are invited to participate in a street tree maintenance agreement. In exchange for executing a maintenance agreement:
    - The City would participate in the costs of restoring the design state:
        - The property owner may complete the work, and upon presentation of an invoice, the City will reimburse no more than 50% of the costs.
        - The property owner may choose to have the City complete the work and will agree to pay an invoice for 50% of the costs incurred by the City.
    - The City will complete the annual tree inspection and maintenance at its own expense. This may be done in a three-year rotation to lighten the workload and expense.
- Future costs associated with the removal and replacement of hazardous trees are shared equally between the City and property owners (50/50).
- The City will explore grant opportunities, volunteer assistance, programs, and other resources to help offset the overall program costs.

Estimated Cost Summary:

- Initial cost to bring parkways to designed state under this option:
    - Removal/replacement of 30 dead trees (using private contractor):
        - Single year approach: $45,000 ($22,500 City Share / $22,500 Owner share)
        - Using three zone approach: $15,000 ($7,500 City Share / $7,500 Owner share)
    - To plant 75 missing trees (using private contractor):
        - Single year approach: $37,500 ($18,750 City Share/ $18,750 Owner share)
        - Using three zone approach: $12,500($6,250 City share / $6,250 Owner share)
    - Total cost to the City: $41,250 ($13,750 if using three zones)
- Average annual cost to maintain parkways to designed state under this option:
    - Annual replacement (1% death rate for approximately 1500 trees):
        - Single year approach: $22,500 ($11,250 City Share / $11,250 Owner share)
        - Using three zone approach: $7,500 ($3,750 City share / $3,750 Owner share)
    - Annual maintenance costs for 326 properties (City paid/Use City staff):
        - Single year approach: $11,410
        - Using three zone approach: $3,803

        - Administration and inspections Costs:
            - First year (includes initiating share cost agreements): $4500
            - Subsequent years: $600
    - Total cost to the City:
        - First year: $27,160 ($9,054 if using three zones)
        - Subsequent years: $23,260 ($7,754 if using three zones)

Pros:

- Improves overall tree health, canopy longevity, and equity across neighborhoods.
- Reduces individual property owner burden.
- City coordination ensures consistent maintenance and efficient cost delivery.
- Provides a balanced and sustainable approach to long-term urban forest management.

Cons:

- Would require a one-time capital funding of approximately $41,250
- Would require annual budget for maintenance: $22,660 ($7,553 if using three zones)

OPTION 3 – CITY MANAGE STREET TREE PROGRAM

The City assumes full responsibility for maintaining, removing, and replacing all parkway street trees. Property owners have no financial obligation.

Key Elements:

- The City develops a comprehensive parkway street tree inventory and health database.
- The City updates the approved parkway street tree landscaping plan and species list.
- The City establishes street tree care guidelines (minimum standards) and develops property owner education materials.
- The city funds annual trimming and inspection conducted by City staff or contract arborists.
- Removals and replacements completed entirely by the City.

Estimated Cost Summary:

- Initial cost to bring parkways to designed state under this option using City equipment and staff labor:
    - Removal/replacement of 30 dead trees:
        - Single year approach: $21,000
        - Using three zone approach: $7,000
    - To plant 75 missing trees:
        - Single year approach: $22,500
        - Using three zone approach: $7,500
- Average annual cost to maintain parkways to designed state under this option using City equipment and staff labor:
    - Annual replacement (1% death rate for approximately 1500 trees):
        - Single year approach: $10,500

        - Using three zone approach: $3,500
    - Annual maintenance costs for 326 properties:
        - Single year approach: $11,410
        - Using three zone approach: $3,803
    - Administration costs: $300
- Total annual City cost: $22,210 ($7,404 if divided among three zones)

Pros:

- Provides the most consistent, equitable, and sustainable outcome.
- Simplifies administration by eliminating enforcement.
- Promotes long-term canopy growth and neighborhood uniformity.

Cons:

- Would require a one-time capital funding of approximately $43,500 using City staff and equipment.
- Would require annual budget for maintenance of approximately $22,210 ($7,404 if using three zones) using City staff and equipment.
- Highest financial impact to the City.

STAFF DISCUSSION AND DIRECTION

Each option offers a different balance between cost, equity, and administrative demand for managing the Northern Neighborhoods' parkway street trees.

Option 1 maintains the existing structure where property owners are responsible for tree maintenance under the City Improvement Easement. While this option minimizes direct City costs, it relies heavily on individual property owners' knowledge, financial capacity, and willingness to comply. The result is uneven maintenance, increased enforcement needs, and long-term inconsistency across the corridor.

Option 2 creates a shared responsibility model that provides greater consistency and equity by splitting costs between property owners and the City. However, it introduces additional administrative complexity, requiring billing coordination, program tracking, and cost-share reimbursements.

Option 3 offers the highest level of consistency, equity, and canopy health by centralizing all inspection, trimming, removal, and replacement activities within City operations. While this approach potentially carries a higher financial commitment, it ensures professional care, eliminates enforcement challenges, and provides predictable budgeting and scheduling.

Following discussions with the Parks and Recreation Department, staff believes Option 3 represents the most practical and sustainable long-term solution. The Parks Division already possesses the equipment, expertise, and capacity to manage street tree operations efficiently, making this option both operationally feasible and service oriented. This approach would also help

preserve the uniform appearance and health of the parkway corridors while supporting the City's broader environmental and aesthetic goals.

In addition, if Option 3 is selected, staff could pursue opportunities to supplement City resources through volunteer participation and external grant funding, particularly for tree planting and canopy enhancement efforts**.** While specialized trimming, removals, and hazardous tree work would remain the responsibility of trained City staff or licensed contractors, limited volunteer assistance could be utilized for appropriate, supervised activities such as planting events or educational initiatives. Potential volunteer resources include Waukee APEX (Aspiring Professional Experience) High School students, local Boy Scout troops and Eagle Scout projects, and the City of Clive's volunteer programs.

Staff would also actively pursue available grant opportunities to help offset planting, replacement, and canopy expansion costs, including programs such as MidAmerican Energy's Trees Please Program, the Iowa Department of Natural Resources Wildlife Diversity Program, Trees Forever grant programs, the DNR Trees for Kids Grant, and the DNR Community Forestry Grant Program. While grant funding and volunteer participation cannot be guaranteed, these resources may help reduce overall program costs and enhance community involvement if Option 3 is implemented.

STAFF RECOMMENDATION

Staff recommends **Option 3 – City-Managed Street Tree Program** as the preferred long-term framework for maintaining parkway street trees within the Northern Neighborhoods.
Under this model, the City would assume full responsibility for inspection, trimming, removal, and replacement, ensuring consistency, equity, and sustained canopy health. Although this program requires a larger budgetary investment, it offers the most efficient use of City resources, simplifies administration, and guarantees high-quality, uniform maintenance across all parkway corridors.

Staff further notes that Parks and Recreation and Community Development staff will review both full and phased implementation options and determine an approach that best balances workload, costs, and long-term program needs. Staff will also finalize operational details, identify any necessary budget adjustments, and prepare a Parkway Street Tree Policy for future Council review.

Memo

TO: Mayor and Council members
FROM: Pete De Kock, Assistant City Manager
DATE: January 8, 2026
RE: Clive Artificial Intelligence Policy, Use Cases, and Framework for Evaluating Risks and Benefits to the Clive Community

SYNOPSIS:
The Clive City Council has directed staff to research emerging AI technologies and adopt solutions that improve the quality of City services and products, and increase team efficiency. That said, we must first be clear on how we will and won't use AI. The attached draft "Artificial Intelligence (AI) Policy of the City of Clive" outlines key objectives governing Clive's use of AI technologies, including:

- Provide guidance that is clear, easy to follow, and supports decision-making for the staff (full-time, part-time), interns, consultants, contractors, partners, and volunteers who may be purchasing, configuring, developing, operating, or maintaining the City's AI systems or leveraging AI systems to provide services to the City.
- Ensure that when using AI systems, the City or those operating on its behalf adhere to the Guiding Principles that represent values about how AI systems are purchased, configured, developed, operated, or maintained.
- Define roles and responsibilities related to the City's usage of AI systems.
- Establish and maintain processes to assess and manage risks presented by AI systems used by the City.
- Align the governance of AI systems with the City's existing data governance, network security, and privacy measures.
- Define prohibited uses of AI systems.
- Establish "sunset" procedures to safely retire AI systems that no longer meet the needs of the City.
- Define how AI systems may be used for legitimate City purposes per applicable local, state, and federal laws and policies.

Clive Assistant City Manager Pete De Kock will briefly summarize the draft policy, share examples of how staff are currently using AI technologies, and present a framework for evaluating future opportunities to deploy AI solutions and address organizational "pain points" while managing AI-related risks.

Attachments:
1. DRAFT Artificial Intelligence Policy of the City of Clive 1.2.26

Artificial Intelligence (AI) Policy

of the City of Clive

I. Purpose

This Artificial Intelligence Policy of the City of Clive (Policy) establishes a comprehensive yet flexible governance structure for AI systems used by, or on behalf of, the City of Clive (City). The Policy enables the City to use AI systems to benefit the community while safeguarding against potential harm.

The key objectives of the Policy are to:

- Provide guidance that is clear, easy to follow, and supports decision-making for the staff (full-time, part-time), interns, consultants, contractors, partners, and volunteers who may be purchasing, configuring, developing, operating, or maintaining the City's AI systems or leveraging AI systems to provide services to the City.
- Ensure that when using AI systems, the City or those operating on its behalf adhere to the Guiding Principles that represent values about how AI systems are purchased, configured, developed, operated, or maintained.
- Define roles and responsibilities related to the City's usage of AI systems.
- Establish and maintain processes to assess and manage risks presented by AI systems used by the City.
- Align the governance of AI systems with the City's existing data governance, network security, and privacy measures.
- Define prohibited uses of AI systems.
- Establish "sunset" procedures to safely retire AI systems that no longer meet the needs of the City.

- Define how AI systems may be used for legitimate City purposes per applicable local, state, and federal laws and policies.

The City of Clive defines "artificial intelligence" or "AI" to be a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments. AI systems use machine- and human-based inputs to perceive real and virtual environments, abstract these perceptions into models through automated analysis, and use model inference to generate options for information or action.

The City defines an "AI system" as any data system, software, hardware, application, tool, or utility that operates, in whole or in part, using AI.

The City's AI systems and the data contained therein will be purchased, configured, developed, operated, and maintained in accordance with this Policy, the Employee Handbook, and other applicable City policies.

II. Scope

This Policy applies to:

1. All AI systems deployed by the City; and

2. Staff (full-time, part-time), interns, consultants, contractors, partners, and volunteers who may be purchasing, configuring, developing, operating, or maintaining the City's AI systems or leveraging AI systems to provide services to the City.

III. Guiding Principles for Responsible AI Systems

These principles describe Clive's values regarding how AI systems are purchased, configured, developed, operated, or maintained.

1. Human-Centered Design: AI systems are developed and deployed with a human-centered approach that evaluates AI-powered services for their impact on staff and the public.

2. Security & Safety: AI systems maintain confidentiality, integrity, and availability through safeguards that prevent unauthorized access and use. Implementation of AI systems is reliable and safe, and minimizes risks to individuals, the community, and the environment.

3. Privacy: Privacy is preserved in all AI systems by safeguarding personally identifiable information (PII) and sensitive data from unauthorized access, disclosure, and manipulation.

4. **Transparency:** The purpose and use of AI systems are proactively communicated and disclosed to the public. An AI system, its data sources, operational model, and policies that govern its use are understandable and documented.

5. **Equity:** AI systems support fair outcomes. Bias in AI systems is effectively managed to reduce harm to those affected by their use.

6. **Accountability:** Roles and responsibilities govern the deployment and maintenance of AI systems, and human oversight ensures adherence to relevant laws and regulations.

7. **Effectiveness:** AI systems are reliable, meet their objectives, and deliver precise and dependable outcomes for the utility and contexts in which they are deployed.

8. **Workforce Empowerment:** Staff are empowered to use AI in their roles through education, training, and collaborations that promote participation, productivity, and opportunity.

IV. Roles & Responsibilities

Several roles are responsible for enforcing this policy are outlined below.

- The Assistant City Manager (ACM) is responsible for directing Clive's technology resources, policies, projects, services, and coordinating the same with other City departments. The City Manager (CM) shall designate the ACM to actively ensure AI systems are used in accordance with this Policy and other relevant policies.

- The ACM, in partnership with the Technology Services Manager (TSM), is responsible for overseeing the enterprise security infrastructure, cybersecurity operations, updating security policies, procedures, standards, guidelines, and monitoring Policy compliance.

- The ACM, in partnership with the TSM, is responsible for overseeing the enterprise digital privacy practices, data processing practices, and responsible usage of technology in compliance with this Policy and all applicable local, state, and federal privacy requirements. The ACM is responsible for overseeing the privacy practices of AI systems used by or on behalf of Clive's departments.

- City of Clive departments are responsible for following this Policy and following updates to this policy, and shall check compliance with these documents at least annually.

- The ACM shall notify Clive departments when an update to this Policy is released.

- The Clive City Attorney is responsible for advising on any legal issues or risks

associated with AI systems usage by or on behalf of Clive's departments.

- The City Manager's Office may, at its discretion, inspect the usage of AI systems and require a department to alter or cease its usage of AI systems or a partner's usage of AI systems on behalf of the City department.

- The Administrative Services Department, in partnership with the City Managers Office, is responsible for overseeing the procurement of AI systems and requiring vendors to comply with Clive policy standards through contractual agreements.

V. Policy

When purchasing, configuring, developing, operating, or maintaining AI systems, the City of Clive will:

1. Uphold the Guiding Principles for Responsible AI Systems;

2. Conduct an AI Review to assess the potential risk of AI systems. The ACM is responsible for coordinating the review of AI systems used by the City of Clive.

3. Obtain technical documentation about AI systems.

4. In the event of an incident involving the use of the AI system, the City of Clive will follow the City's incident response plans. The ACM is responsible for overseeing the security practices of AI systems used by or on behalf of Clive departments.

Prohibited Uses

The use of certain AI systems is prohibited due to the sensitive nature of the information processed and the severe potential risk. This includes the following prohibited purposes:

- Real-time and covert biometric identification. This means the live identification of an individual using technologies, including but not limited to facial recognition and iris scanning, without that individual's knowledge or meaningful consent.

- Emotion analysis, or the use of computer vision techniques to classify human facial and body movements, or language into emotions or sentiment (e.g., positive, negative, neutral, happy, angry).

- Fully automated decisions that do not require any meaningful human oversight but substantially impact individuals. This includes but is not limited to hiring, terminations, budgeting and procurement, writing and approving legal opinions, law enforcement, and providing emergency medical services.

- Social scoring, or the use of AI systems to track and classify individuals based on their behaviors, socioeconomic status, or personal characteristics. A "social scoring system" refers to artificial intelligence or algorithmic systems that aggregate and interpret an individual's personal data to assign a quantifiable score or rating that ranks them against others and affects their access to services, opportunities, or societal privileges. These systems use data on behavior, preferences, interactions, financial transactions, and other personal attributes that are not directly linked to the score's application. They can be part of a comprehensive profile that is used to make significant decisions about an individual's rights, opportunities, or social standing.

- Cognitive behavioral manipulation of people or specific groups. “Cognitive behavioral manipulation" refers to AI-driven tools or algorithms designed to influence or alter an individual's decision-making process or belief system. These systems use psychological, behavioral, or emotional data to develop targeted strategies that can influence the thoughts, feelings, or actions of individuals

- Autonomous weapons systems. “Autonomous weapons systems” are weapon systems that, once activated, can select, engage, and apply force to targets without human intervention, including lethal or sublethal force.

If City of Clive staff become aware of an instance in which an AI system has caused harm, they must report it to their supervisor and the City Managers Office.

Sunset Procedures

If an AI system operated by the City of Clive or on its behalf ceases to provide a positive utility to the City’s residents as determined by the City Mangers Office, then the use of that AI system must be halted unless the City Manager or City Council provides express exception. If the abrupt cessation of use of that AI system would significantly disrupt the delivery of City services, use of the AI system shall be phased out gradually.

Public Records

The City of Clive is subject to applicable local, state, and federal public records act policies. Clive staff must follow all current procedures for records retention and disclosure.

Policy Enforcement

All employees and agents of the City of Clive, whether permanent or temporary, interns, volunteers, contractors, consultants, vendors, and other third parties operating AI systems on behalf of the City are required to abide by this policy.

VI. Violations of the AI Policy

Violations of any section of this policy may be subject to disciplinary action, up to and including termination. Violations by a third party operating an AI system on behalf of the City may result in a breach of contract and/or a claim for damages. Infractions that violate local, state, federal, or international law may be remanded to the proper authorities.

VII. Terms & Definitions

Artificial Intelligence: "Artificial intelligence" or "AI" is a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments. Artificial intelligence systems use machine- and human-based inputs to perceive real and virtual environments; abstract these perceptions into models through automated analysis; and use model inference to formulate options for information or action.

Algorithm: A series of logical steps through which an agent (typically a computer or software program) turns particular inputs into particular outputs.

AI system: Any system, software, sensor, or process that automatically generates outputs, including but not limited to predictions, recommendations, or decisions that augment or replace human decision-making. This extends to software, hardware, algorithms, and data generated by these systems, which are used to automate large-scale processes or analyze large datasets.

VIII. Acknowledgement

The initial draft of this policy was developed through the coordinated efforts of more than 150 state and local agencies in the GovAI Coalition, who are dedicated to the responsible and purposeful use of AI to benefit all members of the community.

Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: January 8, 2026
RE: Discuss Litigation Strategy - Pursuant to Iowa Code 21.5(1)(c)

SYNOPSIS:
The City Attorney requests the Clive City Council go into Closed Session pursuant to Iowa Code Section 21.5(1)(c) to discuss litigation strategy.

Attachments:
None