



CLIVE CITY COUNCIL
AGENDA, REGULAR MEETING
1900 NW 114th Street
August 22, 2024 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/84945603820> - Call-in number: (312) 626-6799 - Meeting ID: 849 4560 3820

Call to Order/Roll Call/Pledge of Allegiance

Approval of the Agenda

Citizens Presentation

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

Consent Items

1. City Manager Memo
2. City Manager Report - July 2024
3. Assistant City Manager Tech Services July 2024 Monthly Report
4. Administrative Services Report - July 2024
5. Fire Department Report - July 2024
6. Community Development Report - July 2024
7. Leisure Services Report - July 2024
8. Police Department Monthly Report
9. Public Works Report - July 2024
10. Treasurer's Report - July 2024
11. Minutes 08/08/2024
12. Bill List
13. Resolution Approving Temporary Street Closing - Block Party - NW 162nd Street - Monday, September 2, 2024 - 5:00 p.m. to 10:00 p.m.
14. Approve Retail Alcohol License Renewal - Walgreens #07967 - 15601 Hickman Road
15. Approve Temporary Retail Alcohol License Renewal - HyVee / Willis Auto New Car Show - 2121 NW 100th Street
16. Approve New Retail Alcohol License - Kwik Star - 16050 Hickman Road

17. Resolution Approving Change Order #1 - J&K Contracting - NW Alderleaf Drive Water Connection - \$2,781.00
18. Approve Pay Request #4 - Sternquist Construction - Hickman Road & NW 161st Street Phase 2 Intersection Improvement Project - \$222,168.40
19. Approval to Purchase - Removal & Replacement Traffic Signal Cabinet at NW 86th St. & Franklin Ave. - Public Works - \$42,661.00
20. Approve 2024-2025 Urban Deer Management Program
21. Resolution Accepting 1st Amendment to Permanent Surface Water Flowage Easement for Huntington Ridge Plat 3, Lot 1 - 12804 Clark ST
22. Resolution Accepting 1st Amendment to Permanent Storm Sewer Easement for Huntington Ridge Plat 3, Lot 1 - 12804 Clark ST
23. Resolution Approving University Park Plat 2 Final Plat
24. Approve Pay Rate - Caden Ziegler - Public Works Operations Specialist- \$27.07/Hr - Effective 8/23/2024
25. Approve Pay Rate - Mark Muerner - PT Firefighter/EMT - \$18/16/Hr - Effective 8/23/2024
26. Approve Pay Rate - Caden Sposeto - PT Firefighter/EMT - \$18.16/Hr - Effective 08/23/2024

Presentation

1. Introduction of New Public Works Operations Specialist - Mario Peña
2. Introduction of New Public Works Operations Specialist - Justin Wykoff

Action Items

1. Public hearing for the Greenbelt Landing project to include:
 - a. Resolution approving plans, specifications, form of contract and estimate of costs
 - b. Receipt of bids
 - c. Resolution awarding contracts for prime construction packages #22, #26, #31, #32, #32.1 - \$3,908,760.00
 - d. Motion to reject all bids for for prime construction package #6
 - e. Resolution setting date of public hearing to consider plans, specifications and taking of bids for prime construction package #6 for Greenbelt Landing project.
2. Resolution Approving Contract Amendment with Smithgroup for Greenbelt Landing Design, Construction Administration and Donor Signage - \$320,630.00
3. Resolution Approving Contract with DCI Group for Construction Management Services for Greenbelt Landing Project - \$737,295.90
4. Approve Renewal - Property and Liability Insurance - ICAP - \$455,235.00

Reports

Adjournment

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: August 19, 2024

Re: General Information Memo – August 22, 2024 City Council Meeting

The August 22, 2024, City Council meeting will be in-person & virtually:

<https://us06web.zoom.us/j/84945603820>

Consent Agenda – A couple of items to note on the consent agenda. First, staff is ready to implement the 2024-2025 Urban Deer Management Program for this winter to manage the deer population throughout the Clive Greenbelt. Second, staff are recommending the wage rate for Caden Ziegler to join the Public Works team as an Operations Specialist. Caden will fill an upcoming vacancy for the retirement of Randy Howell scheduled in early October. In addition, the Fire Department has two additional part-time hires for approval.

Presentation – New Public Works Operations Specialist Mario Pena and Justin Wykoff will be introduced following their hiring earlier this summer.

Greenbelt Landing Project – Staff have a series of actions related to the Greenbelt Landing Project for the August 22 meeting, starting with a public hearing to review and consider the bids received for the six prime construction contracts associated with the project. On August 15 the City received and opened the bids for the six prime construction contracts, receiving at least two bidders for each prime construction contract. At this time staff and the construction manager would recommend awarding five of the six prime contracts as outlined in the agenda packet.

The bids for the Prime Contract #6 (General Building Construction) came in significantly higher than the construction manager's estimate, with only two bids received and over the estimate by 33% and 43% respectively. These high bids pushed the overall construction costs for the Greenbelt Landing project over construction estimates by 3%. Due to those two high bids for Prime Contract #6, staff would recommend rejecting all bids for Contract #6, evaluating the plans/specifications for adjustment and immediately rebidding Contract #6 over the next month with a request to set a public hearing date of the September 26, 2024 meeting to consider the bids for Prime Contract #6. Although this will delay the work for this prime contract by a month, based on discussions with the construction manager this should not delay the overall project completion timelines as work associated with this prime contract is expected to ramp up later this fall.

In addition to the construction contracts, staff recommends amending the contract with the design team SmithGroup for construction administration services, donor signage design and construction staking as the project transitions to the construction phase. The amendment is included in the packet for your review.

Finally, to solidify the contract relationship with the Greenbelt Landing Project Construction Manager DCI Group, staff is ready with the formal construction management contract as outlined in the packet. Up to this point DCI has been operating under a pre-construction contract with the City, and with bids received and the project getting ready to start construction it is now time to finalize their services for the balance of the construction phase. Legal counsel has reviewed the DCI contract and would recommend approval.

ICAP Insurance Renewal – Over the past five years the City has seen its general insurance and liability policy premium drastically increase due to several factors, including the prevalence of extreme weather events impacting City property and equipment, and the increase in the value of assets covered by insurance such as the new Clive Public Safety Center added in 2021. City Clerk Matthew Graham has performed an analysis to outline the premium cost trends and will walk through those during the meeting. Even with the increased costs, City staff still feel renewing with the Iowa Communities Assurance Pool (ICAP) is the best option for the City and would recommend renewal. Additional work will also be done during the current and upcoming fiscal years to better account for the insurance premium costs across the City's various operating funds.

Tentative Upcoming Agenda Items

September 12

- Action – Approve Strategic Plan Update
- Action – Greenbelt Landing Public Art Commission Contract

September 26

- Public Hearing: Greenbelt Landing Construction – Prime Contract #6 Rebid



Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: August 22, 2024
RE: City Manager Report - July 2024

SYNOPSIS:

Attached please find the City Manager's monthly report for July 2024.

Attachments:

1. CM Report 8-22-24

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: 8/19/24

Re: City Manager's Report – July 2024

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

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

Clive Plan 2023-2028-2038

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

Policy Agenda Items – Top Priority

Comprehensive Financial Policy and Strategy – During the strategic planning workshops staff presented and discussed an updated financial policy and strategy with the City Council. Since August staff has reaffirmed the strategy with the Council. In September a revamp of the City's Capital Equipment Plan and policy were developed, presented and approved. The budget development process has been completed and the City Manager's Proposed FY 2024-2025 Budget was presented during the February 8 and 22 City Council meetings focused on representing the financial policy and strategy affirmed by Council. The new property tax statement was mailed in mid-March and the new Property Tax Public Hearing held on April 11 at 5:15 PM, followed by the budget adoption during an April 29 special Council meeting.

86th Street Neighborhood Plan/Activation – For this priority staff is tasked with beginning specific engagement efforts with certain property owners in the 86th Street Neighborhood area, including the WDM School District and major apartment property owner. These tasks kicked off in November with the initial planning charette for the Linnan Park Phase 1 design project and an internal staff meeting on specific stakeholders/property owners to target for activation discussions. Meetings with major property owners have occurred in the past few months. A small workshop with officials with the School District occurred in early April to further discuss opportunities for collaborations in the neighborhood between the City and School District. A meeting of the communications teams between the City and School occurred in May and an opportunity for a joint "back to school" City/School event for early August is being planned. During the

June 27th meeting the City Manager provided a brief overview of where “activation” plans are at for 86th Street. The joint back to school event with the School District was held on August 9 and was a great success with many families in attendance.

Policy Agenda Items – Low Priority

Economic Vitality Committee – Following conversations during the November 2 CIP Work Session, staff has been working on coordinating with EVC members to have a final meeting of the EVC. This meeting occurred on January 17. The goal was to inform the EVC of the City Council's top and high priorities from the recent strategic planning workshops and the City's desire to have the EVC transition to a more private group. Also, during this final EVC meeting representatives from the Dallas County Development Alliance presented on supporting the new private group moving forward. The EVC indicated some interest in working with the Development Alliance, but the scope of those efforts are still to be determined and would require a proposal to be brought forward for City Council consideration. At this time, staff initiation of any EVC efforts has ended and this item is considered complete for strategic planning activity purposes.

Management Agenda Items – High Priority

City Hall/Library Security Remodel – In October staff received the proposal from DCI of initial scope of services for design team selection and pre-bid work for the remodel project. The City Council approved the initial scope and contract during the December 14 meeting. Since approval of the initial contract staff held a kickoff meeting with DCI/Sidekick and completed an RFP process for design/architecture/engineering services for the remodel project. In April OPN Architects was selected as the design team for the project, with a contract approved by the City Council. Initial design and user group meetings occurred in May, with tours of remodeled City Council Chambers in the DSM Metro Area occurring in June. In July work was completed in developing the schematic design/floor plan for the remodel and the DCI team is now performing cost estimates on that design to inform the full design development.

Management Agenda Items – Low Priority

Police Compensation Adjustment – In September staff reviewed the proposal for a mid-year compensation adjustment for the Police Union with the Council Personnel Committee. The Committee recommended moving forward with the proposal and this was shared with the Police Union who approved the proposal unanimously. During the October 26 meeting the Memorandum of Understanding confirming the mid-year adjustment was approved by the City Council. This item is now complete.

Regional Water Governance – In November the final draft of the 28E/F Agreement was distributed to create the Central Iowa Water Works (CIWW) as a new regional governance model for drinking water production. Staff and legal counsel are currently reviewing this final draft agreement draft. Following this review an official action of approving a resolution to become a Founding Member of CIWW occurred during the January 11 City Council meeting. Council has approved participation in CIWW and has appointed Mayor Edwards to serve as the CIWW Board member for Clive with City Manager Matt McQuillen as alternate. Actions related to this item are now complete and the CIWW Board will start meeting later this winter.

City Organization for Greenbelt Activities – The City Manager and Leisure Services Director are hoping to continue efforts to organize the City's operational activities amongst multiple departments within the Clive



Greenbelt. Due to the current work load on the Leisure Services Department, work on this project is not anticipated to start until after the next round of strategic planning.

Management In Progress/Major Project Items

Executive Team: Transitions/Retirements/Relationships – Over the next year the City Manager will be working on several initiatives and projects with the Executive Team to aid in the transition of members of the Team due to upcoming retirements (Chief Venema and HR Manager Hunerdosse). In addition, the Team is always working on relationship building amongst each other and with the newer members. Some specific recent work surrounds a webinar series the Team is going through this year focusing on how we have conversations with each other. In addition, now that current Police Captain Mark Rehberg has been selected as the next Police Chief, work to integrate him into the Executive Team began in July with orientation items and meetings with the various departments.

City Council Elections/Candidate Support – On November 7 the three incumbent City Councilmembers (Judkins, Weaver, Mikkilineni) are up for re-election with no challengers. The Clive Chamber will hold on a breakfast event on December 14 for the candidates to share their priorities for their upcoming Council terms.

Public Safety Center Punch List – In September the final construction contract for the Public Safety Center with Core Construction was closed out. In November the final tree and landscaping updates were completed finalizing the punch list. This item is now considered complete.





Memo

TO: Mayor and Council members

FROM: Pete De Kock, Assistant City Manager

DATE: August 22, 2024

RE: Assistant City Manager Tech Services July 2024 Monthly Report

SYNOPSIS:

Assistant City Manager Tech Services July 2024 Monthly Report

Attachments:

1. July 2024 ACM and Tech Services Report

Assistant City Manager and Tech Services Monthly Report

Assistant City Manager Pete De Kock has prepared the following report on July 2024 activities.

Project	Status	Notes	Due	Completed
Create grant tracking list and grants app calendar	Done	Tracking sheet has been created and is being populated; calendar will be populated on an ongoing basis	Nov-23	Nov-23
Organize funder/grant history data	In Progress		Feb-23	
Identify priority grants for FY 24-25, determine leads	Done		Feb-23	Ongoing
Assemble library of templates and supporting docs	In Progress		Apr-24	
Internal and annual Council reporting on grants	In Progress		Jul-24	
Identify and secure external grant writing resources	Done	Will be considered in strategic planning and FY25-26 budgeting process	Ongoing	
Evaluate need for adding more grant writing capacity	In Progress		Jul-24	
Report: Internal Grant Writing Resources, Direction	Not Started		Aug-24	
Conduct staff research questions for study	Done		Nov-23	Nov-23
Prepare FY 24 budget amend for consultant study	Done		Dec-23	Nov-23
Decision: Budget amendment for funding study	Done		Feb-24	Mar-24
Preapre RFI and distribute among consultants	Done	Proposal shared with Greater Des Moines Partnership staff and PFM staff	Mar-24	Apr-24
Select consultant to lead study and identify cities	In Progress		Jun-24	
Comparison city visits	In Progress	If needed, visits will now be in winter 2025 as needed	Oct-24	
Report: Findings, Presentation and Direction	Not Started		Dec-24	
Complete RFP and circulate to interested firms	Done		Oct-23	Dec-24
Interview firms and award contract	Done		Nov-23	Jan-24
Video script creation and filming	Done		Dec-23	Feb-24
Landing page development, social media campaign	Done		Dec-23	Feb-24
Campaign launch, deploy assets	Done		Mar-23	Mar-24
Create reels and other video vignettes on safety	Done		Mar-24	Mar-24

Assistant City Manager and Tech Services Monthly Report

Finalize stormwater grant program framework	Done		Mar-24	Apr-24
Begin stormwater grant making	Done		Mar-24	May-24
State of Clive Water Presentation including MS4	Done		Jan-24	Dec-23
Program description for City stormwater compliance	Done		Mar-24	Apr-24
Confirm commercial sq ft for impervious calcs	Done		Mar-24	Mar-24
CC Decision: Stormwater Rate Tier Incentives	Done		Mar-24	Feb-24
CC Decision: Stormwater Comm ERU Update	Done		Mar-24	Apr-24
Execute 2024 tree sale	Done		May-24	May-24
City Federal and State of Iowa Legislative Agenda 2024	Done		May-24	Ongoing
Development Review Process Improvement - Multi-Dept, Facilitated by AC	In Progress		Ongoing	Ongoing
2024 Resident Survey: Completion	Done		Jul-24	Jun-24
Annual Community Engagement Plan	Done		Dec-23	Dec-23
Polco Micro-Survey on Preferred Ways to Receive City Information: Conduct	Done		Jun-24	Jun-24
Websites Refresh - City, Parks and Library: Completion	Done	Aligning decisions to refresh existing sites or not with agenda management, rec management, and mass communications tool decisions	Jul-24	Delayed to Mar-25
Clark Street Pilot Green Infrastructure Evaluation After Action Report	Not Started	Delaying until summer 2024 so we can show the neighborhood proof of our management plan for the cells; also waiting on speed data	July-23	
Electric vehicles preparation - City government: Report to Mayor and Council	In Progress	Sharing information with the Council in July in conjunction with grant application considerations for City Hall renovation and GBL construction	Jul-24	
State/Federal Lobbying and Grants for 86th Corridor Projects	Done		May-24	May-24
District 1/Harbach Blvd Stormwater Pilot Program	Done	Evaluating ROI for the pilot program; determining how it will or won't fit with Harbach Phase 2 reconstruction	Ongoing	Ongoing

Assistant City Manager and Tech Services Monthly Report

Monthly Highlights

- Multiple meetings throughout the month to prepare for the WDMCS – City of Clive Back to School Event on August 9
- Presented 2024 Resident Survey results to Council on 7/25
- Work throughout the month on City communications policy and best practices guide
- Meeting with Westside legislative affairs working group on 7/15
- Meeting with new MidAmerican Energy representative on 7/15
- Home Show logistics and communications work throughout the month
- Presented state legislation of note to the Council on 7/25
- Media and storytelling support for Venema retirement – Rehberg promotion on 7/26
- Discussion with CHS re: winding down operations on 7/25
- CIWW Tour of Saylorville Treatment facility on 7/31

Technology Services Report – July 2024

Dennis Harken, TS/IT Manager, has prepared the following report on the activities of the Technology Services (TS) staff for **July 2024**.

2023-2024 Approved Strategic Goals Status

Project	Status	Notes	Due	Completed
Backup Data Center: Development, Direction, Funding				
1-Interview vendors and available options for cloud	Done		Oct 2023	Oct 2023
2-Determine RPO and RTO w/ Executive Team	Done		Oct 2023	Sep 2023
3-Prepare and evaluate costs, budget impact	Done		Nov 2023	Nov 2023
4-Meet w/ Finance Direct, CM, ACM on strategy	Done		Nov 2023	Nov 2023
5-Budget Workshop: FY 24-25 discussion and direction	Done		Feb 2024	Feb 2023
6-CC Decision: FY 24-25 Budget Adoption	Done		Apr 2024	Apr 2024
7-Prepare for implementation	In Progress		Jun 2024	
MIP – Annual Security Penetration Testing	Done	UPDATE. Testing has been completed	Feb 2024	Feb 2024
MIP–Computer replacements – Parks & Rec, Comm Dev	Done		Nov 2023	Nov 2023
MIP–EAMS (Lucity) Implementation: Parks & Fleet	In Progress		May 2024	
MIP–Incident Response Plan and Team: Review and Refine	In Progress	Contact lists need to be updated.	May 2024	
MIP–Disaster Recovery/Business Continuity Ops Framework: Doc.	Not Started		Jun 2024	

Assistant City Manager and Tech Services Monthly Report

MIP – Process Improvements	Done		Dec 2023	Oct 2023
MIP-Reg Qtrly Email Phishing Trng	Ongoing	Usually occurs 1 st month of a new quarter	Ongoing	
MIP-Westcom support – Fiber Ring Project	In Progress	Need to complete connection to Windsor Heights	Jul 2024	
MP – Security Improvements for Parks Shop, and City Hall/Library	Done	COMPLETED – Cameras completed for Parks Shop and CH/Library. Still working on doors for CH/Library.	Mar 2024	Jun 2024

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

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

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

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

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

- Percentage of professional fee costs since the start of the fiscal year: **0.56%**

2023-2024 Miscellaneous Technology Services Project Status

Project	Status	Notes	Due	Completed
Server Operating System Upgrades/ Maintenance	In Progress	Preemption, Sharefile, OOS, & Access Control svrs to Server 2022 as opportunity arises.	Ongoing	
PW ITPipes upgrade	Done	COMPLETED - Working with vendor and PW staff to upgrade old ITPipes system to a new server and cloud implementation	Nov 2023	Jun 2024
PD body and patrol car camera system replacement	Done	Completed - Assist in the replacement of the Focus/L3 on-premise system with new cloud-based system.	Oct 2023	Oct 2023
Additional cancellation of old copper analog POTS lines	In Progress		Ongoing	
Microsoft Office 2021 Project	Done	Completed - Upgrade of Office 2019 to Office 2021 on shared computer in various departments. Microsoft due date of Oct 10, 2023	Nov 2023	Oct 2023
Begin researching alternative workstation patch mgmt sys.	Done	The SCCM solution is becoming a little unreliable. New system in place.	Nov 2023	Nov 2023
Migration of City Hall staff to new network switch stack	In Progress	This also includes moving this staff to a new subnet architecture begun with the new CPSC facility.	Ongoing	
New Print Server Build	Done	The current print server is having issues when it is patched. Creating a new print server and migrate the network printers to this new server at the new data center.	Feb 2024	Mar 2024
Removal of former body cam switch from patrol room	Done	Network switch to be removed from former L3 body cam system. Switch will be repurposed.	Oct 2023	Oct 2023

Assistant City Manager and Tech Services Monthly Report

Move traffic signaling server and FW	Done	Move to new data center	Dec 2023	Dec 2023
Replace Council Chamber iPads	Done	Very old iPads are being replaced in the Council Chambers	Dec 2023	Dec 2023
Assist CommDev with Citizen Serve project	In Progress		TBD	
Assist Public Works with Citizen Serve project	Not Started	NEW -	TBD	
Assist City Clerk/ACM with new agenda mgmt. implementation	In Progress	Testing and training in progress.	Aug 2024	
Laserfiche Cloud	In Progress	ON HOLD: We have paused this project for later.	TBD	
PW wiring closet improvements	In Progress	Working with vendor to get labor cost to install new rack, upgrade switches, etc.	July 2024	
Temporary PW wifi improvements	Done	Temporary solution to install old wifi access point in warehouse	Apr 2024	Apr 2024
Permanent PW wifi improvements	In Progress	Working with the vendor to obtain the count for new access points	Dec 2024	
PW security cameras	In Progress	Working with the vendor on locations, pricing, etc.	Dec 2024	
Additional network switches for CH wiring closet	Done	COMPLETED	Feb 2024	Feb 2024
Cloud Voice Project	In Progress	Starting discussions again with the vendors. Demos completed. Waiting on legal review.	Nov 2024	
ESRI infrastructure rebuild	Not Started		Sep 2024	
40-50% Public Safety MDCs upgrade to Windows 11	Done		Aug 2024	Jun 2024
Add a repurposed network switch to Harbach Center	Done	Need extra port capacity at Harbach for additional network connections.	May 2024	Jun 2024
Aquatics Center computers setup	Done	COMPLETED - Annual setup of computers at the Aquatics Center	May 2024	May 2024
Aquatic Center laptop installations	Done	COMPLETED – laptops set up to replace aging desktop computers at the admissions desk		Jun 2024
Replacement of backup server hardware	In Progress	NEW: This is the regular scheduled hardware replacement on the backup servers	Jul 2024	
Mobile UX testing and implementation on MDCs	In Progress	NEW: Current Classic Mobile will go end of life in June 2024	Sep 2024	
Testing of new fiber connection between PW and PS	In Progress	NEW: A new fiber connection will disconnect PW from CH for data and wifi connections	Jun 2024	
Testing of new fiber between water tower and CPSC	In Progress		Aug 2024	

Conferences, Training, Meetings, & Other

- James Kuzhikandathil attended the virtual Westcom CAD meeting on July 17th.
- Dennis Harken attended the virtual Westcom Technology Workgroup meeting on July 24th.



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: August 22, 2024

RE: Administrative Services Report - July 2024

SYNOPSIS:

Please see the attached report and supplemental documentation.

Attachments:

1. 7-Monthly Report July 2024
2. July 24 Admin Services Report Materials

MEMO

To: Mayor Edwards and Council Members

From: Elizabeth Hansen, Director of Administrative Services

Date: August 15, 2024

Re: Monthly Report – July 2024

Administrator Services Department

General Administration/Finance:

Utility Billing/Xpress Bill Pay (XBP):

- A. To date, 6,872 customers have set up online accounts on the Xpress Bill Pay system. Of those customers, 2,732 have selected the electronic billing feature. All utility customers have XBP accounts and 40% receive electronic statements. Since we reached the 35% goal, now the goal is to maintain that percentage and increase it even more. See specific marketing efforts below.
- B. 331 utility bill reminders were sent, and 9 customers were scheduled to be shut off.
- C. 15 work orders were processed – 7 for new construction and 8 for other work.
- D. 52 warning tags were delivered/service shut offs for non-payment.

Permits/Licenses Purchased:

Permit/License	Quantity	Amount
Mobile Food Vendors	0	
Noise Permits	3	
Solicitor Permits	0	
Open Records Requests	4	
Pet Licenses	31	\$488.00
Parking Tickets	6	\$244.00
Yard Waste Stickers	5	\$610.00
Miscellaneous Waste Stickers	237	\$530.00

Commerce Bank Revenue Share Amount:

We received the May revenue share report. The City received \$165.29. This amount is going down due to the ACH pay program we are encouraging our vendors to use.

Income Offset Program (IOP) – We received \$1,295.12 from the State of Iowa IOP in June.

Human Resources:

- A. Recruitments – During July, the NeoGov Insight/OHC system was used for a Police Officer, Police Captain, Public Works Operations Specialist, and a seasonal Recreation

Recreational Lead position. Below are the hiring and promotions for calendar years 2017 to the present:

	2024	2023	2022	2021	2020	2019	2018	2017
Full Time	11	22	14	15	16	15	9	4
Part-Time	9	7	22	10	1	7	9	7
Seasonal	159	159	132	130	73	130	151	133
Promotional	5	15	7	8	7	4	4	3

B. Separations –

	As of August 1, 2023 – July 30, 2024
Fire	2 FT - Other employment, 4 PT – Family and cutting back hours, and 1 PT Other employment
Police	1 FT - Other employment, 2 FT Retirement
Public Works	1 FT - Other employment
Library	1 PT- Family, 1 FT Retirement
Parks	1 FT – Other Employment
Recreation	1 FT – Retirement, 1 FT Private Sector
Administration	1 FT – Retirement

C. Staff Events – Annual salary updates and Clive Store allocations.

Departmental Projects – Strategic Planning:

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

City Clerk Division

2025 Partial Special Census - Since August 2023, staff has been taking the initial steps to conduct a partial special census in April of 2025, that will capture the exponential growth in the Northwest developments of the City. The proposed Memorandum of Agreement has now been approved by Council and the initial cost estimate of \$391,208.00 has been paid to the Census Bureau. Staff is estimating that we will see an increase in our annual revenues of approximately \$218,944.00, thus recouping the cost of the census in just under 2 years.

Purchasing Policy Update – Multiple edits to the former policy were proposed to make the policy concise enough to provide staff with appropriate guidance, yet broad enough to apply to all the differing transactions that the City is party to. Staff brought this policy amendment forward for Council consideration at the April 25th meeting and received approval. Staff is now working on setting up automated workflows in the City’s accounting software that will conform to the updated policy.

Recodification - As with all municipal codes, it is necessary to go through a recodification process every 5 years or so. This process intends to ensure things such as legal compliance with State and Federal law, clarity and organization, consolidation of redundancies, correction of errors, etc. It is important to note that this process is not meant to introduce new code. On March 28, 2024, Council adopted a resolution setting April 11, 2024, as a public hearing to receive any public input. No comments were received, and the Council adopted the new code on May 2, 2024.



Agenda Management Software - It was announced in October of 2023 that Novus Agenda Management Software was scheduled to reach the end of life in October of 2024 and would no longer be available. Staff demoed viable alternatives and ultimately went with CivicClerk. Staff is off to a great start with the team at CivicClerk and is now well underway with the development of workflows, creation of user accounts, etc. A series of meetings have all been scheduled focusing on specific components of the new platform and Staff's goal for full implementation of August 1st remains in sight.

Finance Division

New Utility Billing Rate Structure and Process Improvements – With the completion of the implementation of the tiered irrigation rates and the residential stormwater charges based on the calculated ERU, the focus will shift to implementing the calculations to the commercial accounts for stormwater. While implementing the changes, staff identified some irregularities in some of our customer accounts. Processes have been put in place to prevent similar inconsistencies from happening in the future. The staff has also improved their processes during the calculating of bills to ensure accurate billing to our utility billing customers. Staff worked with PFM to model a proposed rate schedule for the commercial ERU to go into effect in June of 2024. New utility rates were uploaded and were used to calculate the June 2024 utility bills. Commercial ERUs were updated and were also part of the June 2024 utility billing. We completed the transition to Mail Services, LC, to handle the printing and mailing of all our utility bills. Mail Services, LC has also taken over the printing and inserting of the monthly city newsletter which is now in full color.

Electronic Utility Bills Marketing - This initiative is an ongoing marketing strategy to encourage utility customers to sign up for people's utility bills. All utility customers have XBP accounts and 40% receive electronic statements. From a financial perspective, this initiative results in hard cost savings as well as staff time. Staff will be engaging in different campaigns to maintain and possibly increase the percentage that participates in the paperless bill program offered by Xpress Bill Pay.

For July, the Utility Billing staff will have a booth at the Clive Festival to promote the Xpress Bill Pay online option and there will be an article in the August newsletter.

Financial Audit FY 22-23 - A presentation of the audit and Council approved the report on October 12, 2023.

2025 Budget - Staff kicked off the budget process in September 2023 with the first Budget Workshop scheduled to occur in February 2024. The Council held a public hearing in April and approved the FY25 budget. The budget has been submitted to Polk and Dallas counties and uploaded to the state.

2024 Bond Sale–CIP - Staff met with PFM for the sale of bonds to fund the capital improvement projects for the 2024 construction season. The sales details have been provided to bond counsel to begin the process. The council held a public sale in March 2024. The bonds have been sold and the proceeds have been received for the 2024A Bond sale.



Service Work Order Mobile App – On August 10, 2023, the Council approved the purchase of the Mobile Service Work Order Application from Civic Systems and the Mobile Programmer from Aclara. Aclara is still in the process of scheduling time for installation and training. The Civic System app began implementation in November.

Capital Equipment Plan Revamp – Due to the trend analysis, delays related to supply and demand, and inflationary equipment costs, the Director of Administrative Services worked closely with each of the Department Directors to review the CEP Policy Statement, including equipment inventory and the replacement cycles. The City Council approved the updated CEP and Policy Statement on September 28, 2023.

Standard Operating Procedures for Returned Checks – Staff presented all the changes to the Standard Operating Procedures at the December 2023 City Council meeting, which was approved.

ACH Vendor Bill Pay - The first ACH file upload was completed on October 27th and was successfully transmitted. Additional file uploads have been completed. Vendors that have received payments through Commerce Bank bill pay have been notified that this process will no longer be supported, and they have been encouraged to sign up for the ACH Vendor Bill Pay. The number of vendors enrolling in the ACH Vendor Bill Pay has steadily increased since the initial rollout.

Human Resources Division

City Government at Build-Out Staffing Levels: Research, Comparative Analysis, Report with Findings, Options, Direction, and City Action Plan - The first step is to identify the proposed comparison cities, which was approved by the Council Personnel Committee in February 2024. Next, staff will send the communities a request for data, including staffing, budget, facilities, etc. A draft report will be developed and presented to the Personnel Committee by July 2024. A full Council presentation will be given in August 2024 for discussion and direction.

Citywide Recruitment/Retention Project: Phase 2 – A. Parental Leave and Major Life Event Leave, B. Wellness/Mental Health Benefits, and C. Recruitment Communication Upgrades

- A. The City Council approved the Parental Leave and Major Life Event Leave policies at their November 9th meeting. Employees have been assigned to review the new leave benefits as an Employee Handbook update in the NeoGov Learn module. The new leave became effective January 1, 2024. As of the end of April, seven employees have applied for and received the new leave benefit.
- B. Staff has held a couple of meetings with the staff wellness committee. Staff will conduct a market analysis of policies with comparison communities. The committee will review draft findings and make recommendations for a proposed policy to the City Manager. Submit a report to the Personnel Committee, Executive Team, and Employee Benefits Committee in March 2024. Make recommended policy adjustments and amend policy to the City Council in April 2024. Once approved, implement, communicate, and train staff.



The Wellness Committee met again in March and agreed to update the health insurance discount requirements to reflect: a medical exam with a physician form (lab report), dental exam, vision exam, viewing an orientation video for the new EAP, Carebridge, and one mental health activity either in the Carebridge portal or another means, such as a conference session or webinar on mental health and wellbeing, a counseling session, or some other aspect of mental wellbeing education.

After introducing the proposed changes to the Council Personnel Committee and the Executive Team the proposal was placed on the Council agenda. On April 11 Council approved the proposed changes to the employee wellness program. On April 29th during the employee open enrollment meeting Amy Ziegler, Manager-Client Relations for MercyOne Business Health Solutions presented information on the new EAP, Carebridge. Marketing materials were distributed to all employees before the June 1st start date for the new EAP Carebridge portal.

- C. In light of the upcoming police chief and police officer recruitments, the Communications Specialist and Assistant City Manager are working on a March 1 deadline to deploy a new police department recruitment video. This video will be linked on our employment opportunities page, police department page, and throughout social media.

The police recruitment video was completed and has been met with a positive response. The Communications Specialist and HR Team are meeting to discuss other ways social media advertising could be beneficial to recruitment. Paid advertising on Facebook gets the message beyond your friend group and out to a larger group of users. Additional marketing of benefits and employee testimonials will be added to the HR and employment opportunities web pages.

City Management Succession: A. Police Chief and B. Human Resources Manager Recruitment and Selection

- A. The position of Police Chief will be posted in March 2024. By the end of April 2024, the selection will be narrowed down to semi-finalists. In May 2024, finalists will be interviewed and participate in an assessment center. The City Manager will recommend the Police Chief to be hired in June by the City Council. The new Police Chief will begin in July 2024 to overlap a couple of weeks with Chief Venema. The position was posted March 1st with an April 4th application deadline. Ads were placed in twenty different outlets for diverse exposure to the open position. The response has been good, and staff is excited to get the selection process started in April. Interviews were conducted on May 20th at the Clive Public Safety Center. Mark Rehberg has been named as the next Chief of Police for the City of Clive following Chief Michael Venema's retirement on July 31st. His move into the chief's position will create promotional opportunities within the department for the captain, lieutenant, and sergeant positions.



- B. During the Council Budget Workshop #1, the Director of Administrative Services will be presenting the recommendation to include the HR Manager the high-level, strategic functions of the Human Resources team to her job description to provide specialized assistance and support to the City Manager and leadership team. This opens up growth potential for nearly half of the DAS team. While staff works on development plans, management is proposing to postpone the hiring of an HR Manager. In the meantime, it is proposed to hire an HR Administrative Specialist for more front-line, day-to-day functions. Applications were taken in April; four finalists were selected to interview in May and a recommended selection of Cindy Knaus is being introduced to the Council on May 23. Cindy will start on June 3.

City Training 23-24 Plan Development and Implementation – The human resources staff's goal is to coordinate a 12-month employee training and development plan. To meet the needs of the departments, in addition to staying compliant with state and federal law. The need for training was highlighted through employee surveys and Focus Group trends. Many employees are in new roles throughout the organization, and we are trying to get them the tools they need to succeed.

Quarterly Supervisory Training was conducted on March 27th and April 2nd for all supervisors and managers. The focus this quarter was the performance evaluation process. Since this was only the second year of using NeoGov Perform step-by-step instructions were given, documented, and recorded for the rater's benefit. There was an emphasis on enhancing the evaluation by giving each employee some SMART goals to achieve over the next twelve months. There may not be commitments (goals) for each competency but there should be one or two targets for each employee to work towards.

Safety Training Program and Safety Committee Development with Incident Review – Four areas to be addressed by the Safety Committee are the organization-wide safety manual, electronic Safety Data Sheets, incident review, and a coordinated safety training program. The Employee Safety Committee will be meeting on April 1st to review their mission statement, provide input on the Safety Manual, and start a dialogue regarding their involvement during the Employee Benefit and Safety Fair.

The Employee Safety Committee met on April 1 and discussed the mission statement, the safety manual, possible safety training, Safety Data Sheets, and the IMWCA Safety University. The next meeting is planned for May 21st.

Employee Handbook Annual Update – Staff is continually reviewing policies to keep current and in compliance. Notes are made throughout the year and presented as updates each spring, which then is brought to the Council in June. As is the traditional process, changes will be reviewed by the Council Personnel Committee, Executive Team, and Employee Benefits Committee before they are presented for City Council approval. No changes were needed this year.

Employee Benefits and Safety Fair: Conducted December 6th - The second annual Clive Employee Benefits and Safety Fair was held at the Harbach Center on Wednesday, December



6, 2023. Approximately twenty different vendors were very complimentary about Clive's employees. They enjoyed their engagement and active participation throughout the morning. About fifty employees gathered information and had their benefit questions answered by eleven of our benefit providers.

New Performance Evaluation Process Adjustments, Mid-Year Check-In – Mid-Year Check-Ins were completed in December, journal entries are encouraged throughout the year and staff is preparing to provide training on the 2024 performance evaluation process in late March and early April. The evaluations have been completed.

Council Fiscal YTD Revenue Report
July 2024

Account Number	Account Title	2023-24 Pri Year Actual	2024-25 Approved Budget	Cur YTD Actual	Current YTD Uncollected Revenues	Budget % Collected
001-4000-0-0000-00	NON-PROGRAM GENERAL REVENUE	20,176,200	20,763,181	635,721	20,127,460	3.06%
001-4110-0-0000-00	POLICE DEPARTMENT	62,146	82,000	3,038	78,962	3.70%
001-4150-0-0000-00	FIRE PROTECTION	43,405	9,500	675	8,825	7.11%
001-4160-0-0000-00	RESCUE DEPARTMENT	747,854	650,500	47,767	602,733	7.34%
001-4190-0-0000-00	ANIMAL CONTROL	19,416	18,000	320	17,680	1.78%
001-4210-0-0000-00	ROADWAY MAINTENANCE	29,318	36,000	500	35,500	1.39%
001-4290-0-0000-00	SOLID WASTE COLLECT & DISPOSAL	1,200,373	1,193,682	99,265	1,094,417	8.32%
001-4410-0-0000-00	LIBRARY SERVICES	42,254	46,872	1,654	45,218	3.53%
001-4430-0-0000-00	PARKS & PLAYGROUNDS	30,836	42,000	1,676	40,324	3.99%
001-4440-0-0000-00	RECREATION	459,988	430,500	29,679	400,821	6.89%
001-4470-0-0000-00	PUBLIC ART PROGRAM	0	0	4,000	-4,000	0.00%
001-4499-0-0000-00	SWIMMING POOLS	689,773	737,700	115,345	622,355	15.64%
001-4530-0-0000-00	BUILDING & HOUSING SAFETY	70,297	100,000	7,294	92,706	7.29%
001-4540-0-0000-00	PLANNING & ZONING	620,645	348,500	76,820	271,680	22.04%
	GENERAL FUND	24,192,505	24,458,435	1,023,755	23,434,680	4.19%
					0	
110-4210-0-0000-00	ROADWAY MAINTENANCE	2,627,800	2,745,992	211,650	2,534,342	7.71%
					0	
121-4699-0-0000-00	LOSST	4,090,085	3,700,000	381,526	3,318,474	10.31%
					0	
600-4810-0-0000-00	WATER	6,674,868	5,747,014	554,130	5,192,884	9.64%
610-4815-0-0000-00	SANITARY SEWERS	3,923,205	3,741,388	329,434	3,411,954	8.81%
740-4865-0-0000-00	STORM SEWERS	1,794,659	1,931,970	149,647	1,782,323	7.75%
810-4930-0-0000-00	INTERNAL SERVICE-CAP EQUIP REP	1,613,872	1,532,060	19,072	1,512,988	1.24%
					0	
		44,916,992	43,856,859	2,669,214	41,187,645	6.09%

**Council Fiscal YTD Expense Report
July 2024**

Account Number	Account Title	2023-24 Pri Year Actual	2024-25 Approved Budget	Cur YTD Actual	Current YTD Unexpended	Budget % Used
001-5110-0000	POLICE DEPARTMENT	4,205,425	4,517,826	316,144	4,201,682	7.00%
001-5150-0000	FIRE PROTECTION	2,367,365	2,499,994	77,332	2,422,662	3.09%
001-5160-0000	RESCUE DEPARTMENT	1,964,011	2,180,152	190,571	1,989,581	8.74%
001-5180-0000	DISASTER CONTROL DEPARTMENT	12,392	16,515	56	16,459	0.34%
001-5190-0000	ANIMAL CONTROL	23,025	20,000	-	20,000	0.00%
001-5210-0000	PUBLIC WORKS ADMINISTRATION	633,792	652,699	46,842	605,857	7.18%
001-5230-0000	STREET LIGHTING	118,659	224,000	16,970	207,030	7.58%
001-5240-0000	TRAFFIC SAFETY DEPARTMENT	161,350	252,083	5,654	246,429	2.24%
001-5260-0000	ENGINEERING	917,061	985,015	79,442	905,573	8.07%
001-5290-0000	SOLID WASTE COLLECT & DISPOSAL	1,225,331	1,175,575	95,033	1,080,542	8.08%
001-5350-0000	MOSQUITO CONTROL DEPARTMENT	11,030	14,330	-	14,330	0.00%
001-5399-0000	WELLNESS PROGRAM	16,704	23,250	440	22,810	1.89%
001-5410-0000	LIBRARY SERVICES	1,008,143	1,085,025	89,108	995,917	8.21%
001-5420-0000	MUSEUMS & CENTERS	579,067	624,349	10,000	614,349	1.60%
001-5430-0000	PARKS & PLAYGROUNDS	1,576,640	1,749,392	139,474	1,609,918	7.97%
001-5440-0000	RECREATION	852,042	849,842	97,413	752,429	11.46%
001-5460-0000	RECREATION	149,307	286,728	13,436	273,292	4.69%
001-5470-0000	PUBLIC ART PROGRAM	9,251	-	-	0	#DIV/0!
001-5499-0000	SWIMMING POOLS	816,930	852,007	224,179	627,828	26.31%
001-5530-0000	BUILDING & HOUSING SAFETY	340,263	395,075	27,192	367,883	6.88%
001-5540-0000	PLANNING & ZONING	535,838	607,009	61,509	545,500	10.13%
001-5550-0000	CODE ENFORCEMENT	104,566	112,118	8,167	103,951	7.28%
001-5609-0000	LEGISLATIVE (COUNCIL & MAYOR)	73,320	86,331	10,666	75,665	12.36%
001-5610-0000	EXEC. & ADM. (MGR, ASST MGR)	527,068	609,252	55,533	553,719	9.11%
001-5615-0000	HUMAN RESOURCES	386,373	405,938	40,731	365,207	10.03%
001-5620-0000	FINANCIAL ADMINISTRATION	3,258,112	3,149,083	66,570	3,082,513	2.11%
001-5630-0000	ELECTIONS	6,805	-	-	0	0.00%
001-5640-0000	LEGAL SERVICES	70,783	60,000	8,218	51,782	13.70%
001-5650-0000	CITY HALL	418,148	516,349	33,659	482,690	6.52%
001-5651-0000	MISCELLANEOUS UNALLOCATED	60,925	77,250	-	77,250	0.00%
001-5698-0000	IT	813,756	995,653	103,764	891,889	10.42%
001-5699-0000	PERS SERV. (CIVIL SERVICE)	-	-	-	0	0.00%
	GENERAL FUND	23,243,480	25,022,840	1,818,103	23,204,736	7.27%
					0	
110-5210-0000	ROADWAY MAINTENANCE	2,644,956	2,973,769	128,533	2,845,236	4.32%
					0	
121-5699-0000	LOCAL OPTION SALES/SERVICE TAX	3,765,567	3,950,000	-	3,950,000	0.00%
					0	
600-5810-0000	WATER	6,305,324	6,220,676	343,014	5,877,662	5.51%
610-5815-0000	SANITARY SEWERS	2,889,310	4,402,245	357,829	4,044,416	8.13%
740-5865-0000	STORM SEWERS	1,612,575	1,921,585	199,071	1,722,514	10.36%
810-5910-0000	INTERNAL SERVICE-CAPITAL EQUIP	2,012,798	2,000,000	379,074	1,620,926	18.95%
					0	
		42,474,009	46,491,115	3,225,624	43,265,491	6.94%

RECONCILIATION OF UTILITY BILLINGS, COLLECTIONS, AND DELINQUENCIES

FY24/25

Month of: July 2024

Aged trial balance- Report Date: 6/30/2024 \$ 68,787.98

BILLINGS

Billings for the month of: JUNE \$ 1,131,166.98

Billings for the month of: JULY \$1,253,128.10

Total billings for the months of May and June (includes penalties and finals) \$ 2,384,295.08

TOTAL BILLINGS \$ 2,453,083.06

LESS COLLECTIONS

Revenues collected for the month of: JULY \$1,251,816.53
(Includes final bill payments, County Treasurer payments, etc.)

Council Write-Offs \$0.00

City Accounts- write-off/adjustments \$0.00

Deposit amounts applied \$1,677.38

Payment adjustments \$0.00

TOTAL COLLECTIONS \$ 1,253,493.91

SUB TOTAL \$ 1,199,589.15

Aging report balance for: 7/31/2024 \$ 1,178,164.62

Aging repor 7/31/2024 \$ 69,161.46

Prepared by: Stephanie VandeBerg, Utility Billing Department, 08/07/24



Memo

TO: Honorable Mayor, City Council, City Manager

FROM: Clayton Garcia, Fire Chief

DATE: 8/13/2024

RE: July 2024 Monthly Report

City of Clive Strategic Plan Status

Windsor Heights Fire Service Collaboration Strategy/Action Plan: Report and Direction	Chief and CM from WH and Clive discuss options	Completed
	Pending staff discussions, further research/eval	Completed
	Presentation/Decision: Potential Options, Direction	Completed
	Depending on the direction, determine the next steps	Completed
	If no further next steps, hiring for Asst Chief of Ops	Completed
Fire Staffing Levels/Makeup New Standards: Report, Direction and Funding	Research new ways to fill critical daily ops roles	Completed
	Develop report, including new job descriptions	Completed
	Budget Workshop: FY 24-25 Budget Report, Direct	Completed
	CC Decision: FY 24-25 Budget Adoption	Completed
	Prepare proposals for collective bargaining	In Progress
Fire Leadership Led Training		Completed
CAD-CAD Project for Regional Response Improvements		In Progress
Part-Time Fire Inspector - Identify Needs and Options		Completed
Fire Dept Strategic Plan: Funding		Completed
Fire Officer Development Program (All Officers)		In Progress
Company Officer Development Program (Acting Officers in Charge)		Not Started
Fire Engineering Development Program		In Progress
All Fire FT Staff: Solidification of roles and responsibilities		In Progress
Fire Executive Leadership Development/Class/Course/Retreat		Not Started
Public Safety Radio Replacement: Completion		In Progress
EMS Write-Off Data		Completed
City AED Replacement		In Progress
City Fire Inspection Program: Reaffirmation and Update		Completed
NFPA Physicals - Add Cancer Screening		In Progress
Fire Vehicle Spec Process (320)		In Progress
Annual Flood Plan Update		In Progress
Fireworks Code Update: Completion and Adoption		Completed



2024 Strategic Plan

Project Status Legend

IP - In Progress

C - Completed

			2024				2025				2026			
			Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter
Goal 1A	Improve internal communications - Garcia													
	Critical Task 1A.1	Identify accessible calendar	C	C	C	C	C	C	C	C	C	C	C	C
	Critical Task 1A.2	Audit First Arriving dashboard	IP	IP										
	Critical Task 1A.3	Best process for disseminating information	IP	IP										
	Critical Task 1A.4	Identify wants/needs/frequency for communications	IP	IP										
Goal 2A	Identify ways to enhance training - Kallem													
	Critical Task 2A.1	Establish training committee	IP	IP										
	Critical Task 2A.2	Opportunities to host regional classes	IP											
	Critical Task 2A.3	Communicated external training opportunities												
Goal 3A	Efficient deployment of critical resources - Garcia													
	Critical Task 3A.1	Evaluate apparatus response plan	IP											
	Critical Task 3A.2	Standards of Cover targeted review/updates												
	Critical Task 3A.3	Audit job descriptions for needs/timing	IP											
	Critical Task 3A.4	Collaboration exploration/limited regional standardization	IP											
Goal 4A	Strategies for achieving high standards - Glendy													
	Critical Task 4A.1	Establish new minimum competencies for fire and EMS												
	Critical Task 4A.2	Review existing competencies												
	Critical Task 4A.3	Third-party and consistent evaluator for training												
	Critical Task 4A.4	Identify opportunities for regional involvement in training												
Goal 5A	Continued focus and enhancement of employee wellness - Annis													
	Critical Task 5A.1	Feasibility study on city-funded cancer screenings	IP											
	Critical Task 5A.2	Continuation of PAC mental health program												
	Critical Task 5A.3	Review PAT standards for applicability and accountability												
	Critical Task 5A.4	Enhance Health & Safety Committee												
	Critical Task 5A.5	Revive Peer Support Team												
	Critical Task 5A.6	Financial health education												
Goal 6A	Continued operations without a reduction in services - Morris													
	Critical Task 6A.1	Review minimum staffing certification levels for each shift												
	Critical Task 6A.2	Apparatus equipment audit												
	Critical Task 6A.3	Evaluate community paramedic options												
	Critical Task 6A.4	Identify resources available to community in lieu of EMS												
	Critical Task 6A.5	Identify call types through Westcom outside of FD scope												
	Critical Task 6A.6	Review SUV versus suppression support on EMS calls												
Goal 7A	Continued exploration of collaborative services - Garcia													
	Critical Task 7A.1	Cont'd discussions/execution w/UFD for shared resources												
	Critical Task 7A.2	Update Station 43 Agreement												
	Critical Task 7A.3	Identify opportunities to expand collaborative services												
	Critical Task 7A.4	Consider alignment for merger integration												
	Critical Task 7A.5	Explore a shared community paramedic model												
	Critical Task 7A.6	Develop a sustainable apparatus maintenance program												
Goal 8A	Prepare for a 3–5-year city build-out and reinvestment - Boyle													
	Critical Task 8A.1	Evaluate fire codes for supporting redevelopment												
	Critical Task 8A.2	Explore community education/outreach on aging buildings												
Goal 1B	Review DO/OIC training programs - Kallem													
	Critical Task 1B.1	Create/implement job performance requirements (JPRs)												
	Critical Task 1B.2	Review/update program details (orientation manuals)												
	Critical Task 1B.3	Evaluate the need and frequency for certification courses												
	Critical Task 1B.4	Consider in-house OIC and DO trainings												
Goal 2B	Tell our story, making sure the Clive community knows us - Garcia													
	Critical Task 2B.1	Explore video opportunities												
	Critical Task 2B.2	Review support options from Pete/Molly												
	Critical Task 2B.3	More frequency with social media engagements												
	Critical Task 2B.4	Define strategy with community engagements												
	Critical Task 2B.5	Enhance web presence												
	Critical Task 2B.6	Enhance/create community programs												
	Critical Task 2B.7	Share our regional response model with the community												
	Critical Task 2B.8	Explore trng/development opportunities for interested staff												



2024 Strategic Plan

Project Status Legend

IP - In Progress

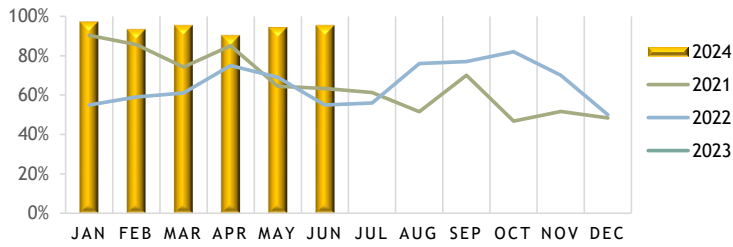
C - Completed

			2024				2025				2026			
			Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter	Spring	Summer	Fall	Winter
Goal 3B	Retain seasoned employees - Lt's, Union													
	Critical Task 3B.1	Identify strategies to increase retention, employees > 5 yrs												
	Critical Task 3B.2	Maintain compensation parallels with Urbandale Fire												
	Critical Task 3B.3	Establish promotional positions												
	Critical Task 3B.4	Discussions with staff on what would keep them at Clive												
	Critical Task 3B.5	GAP analysis with competing neighbors												
	Critical Task 3B.6	Enhance the exit interview process												
Goal 4B	Audit the commercial occupancy fire inspection program - Boyle													
	Critical Task 4B.1	Identify commercial occupancy fire inspection program goal												
	Critical Task 4B.2	Collaborate with Community Development												
	Critical Task 4B.3	Operational alignment with neighbors												
Goal 5B	Identify promotional processes and opportunities - Garcia, Claza, Morris, Glendy													
	Critical Task 5B.1	Evaluate Engineer position												
	Critical Task 5B.2	Evaluate Senior Paramedic position												
	Critical Task 5B.3	Evaluate Master Firefighter level												
Goal 1C	Create meaningful promotional and retirement ceremonies - Martin													
Goal 2C	Increase utilization of EMTs in direct patient care - Morris													

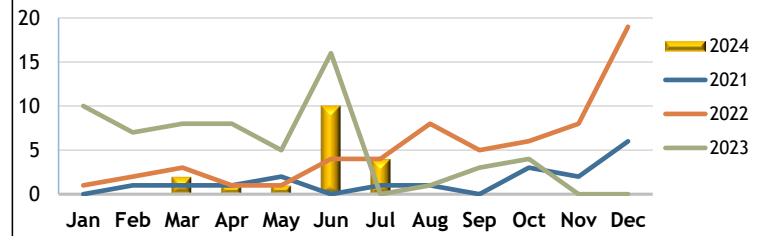


Clive Fire Department Monthly Report July 2024

100% Staffing of On-Duty Shifts



Mandatory Overtime Shifts

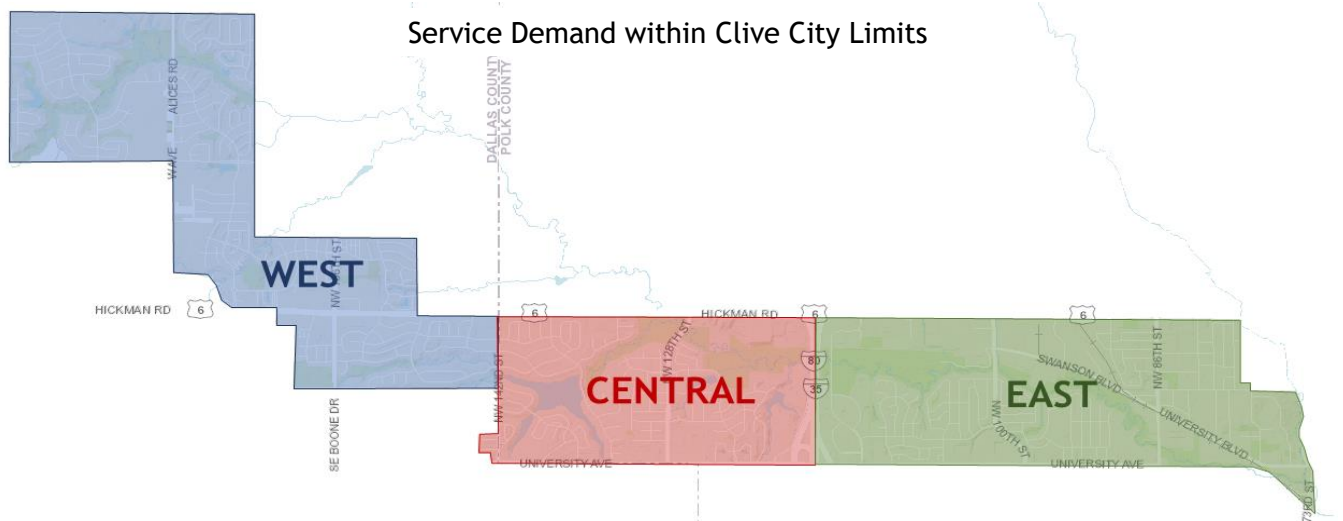


Citizen Satisfaction for Safety in Clive Above Customized and National Benchmarks

Source: 2022 Citizen Satisfaction Survey Results

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

Service Demand within Clive City Limits



WEST		
EMS	23	11.6%
Fire	9	4.5%
Total	32	16.2%

CENTRAL		
EMS	43	21.7%
Fire	16	8.1%
Total	59	29.8%

EAST		
EMS	80	40.4%
Fire	27	13.6%
Total	107	54.0%

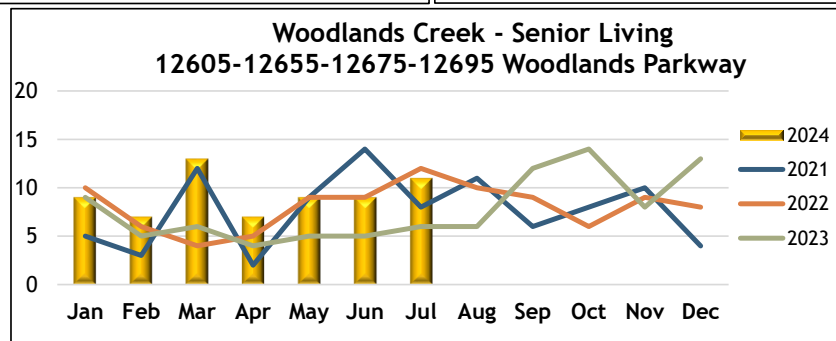
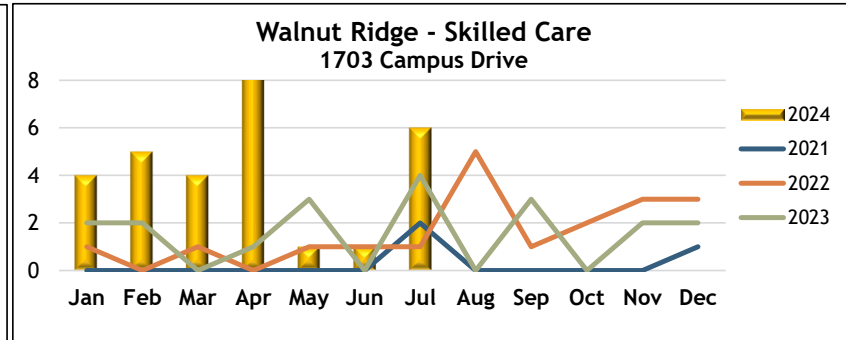
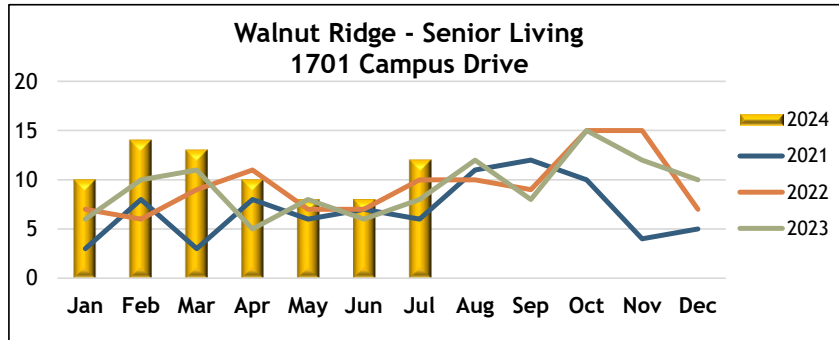
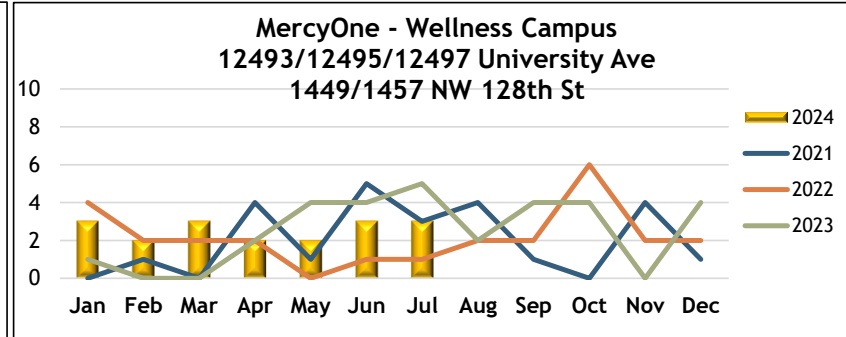
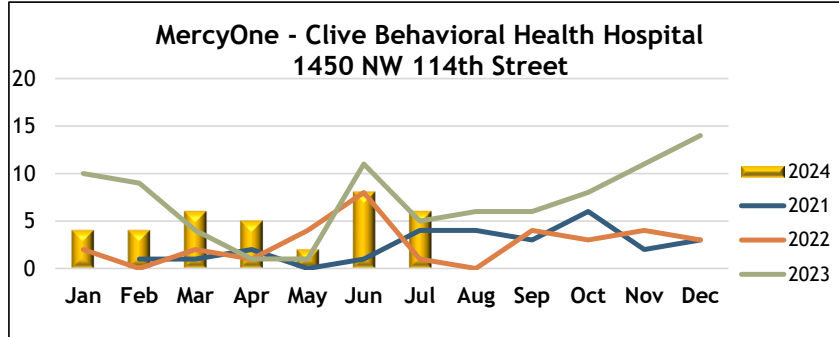
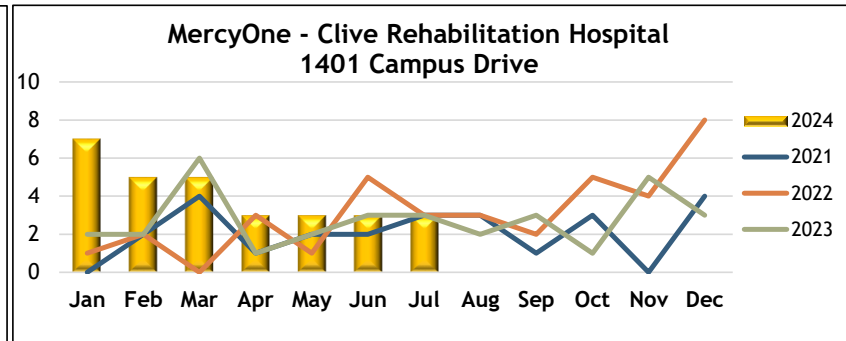
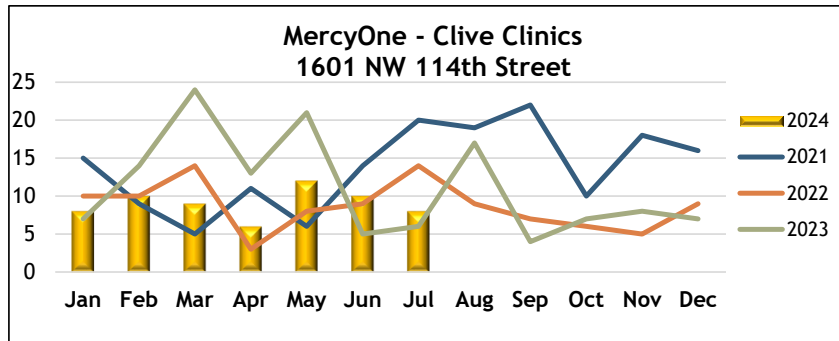


Clive Fire Department
Service Demand
July 2024





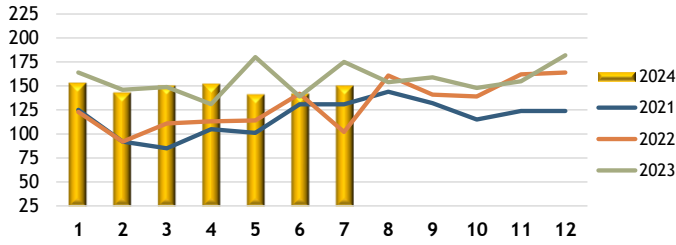
Clive Fire Department Service Demand - EMS July 2024



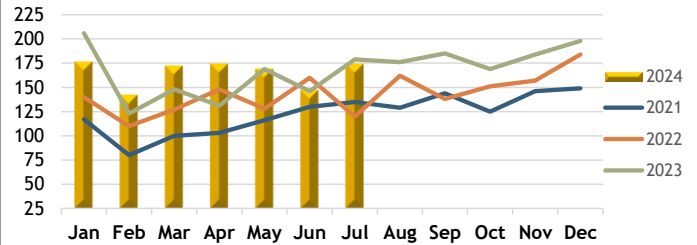


Clive Fire Department Monthly Report July 2024

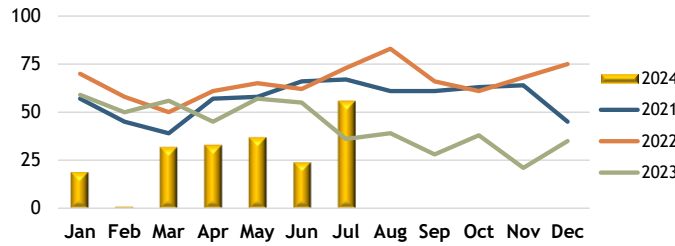
Station 32 Ambulance Responses



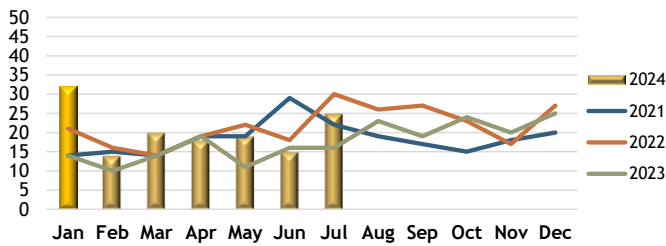
Station 32 Engine/Ladder Responses



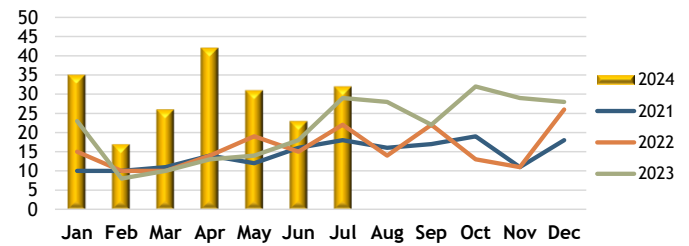
Station 22 Engine Responses into Clive



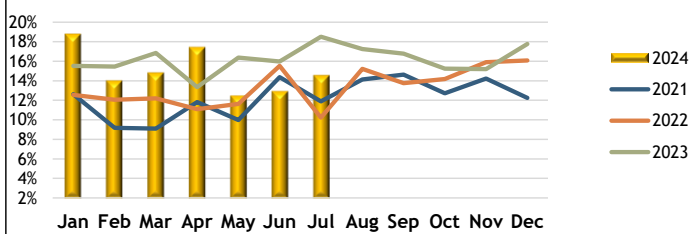
Station 43 Ambulance Responses into Clive



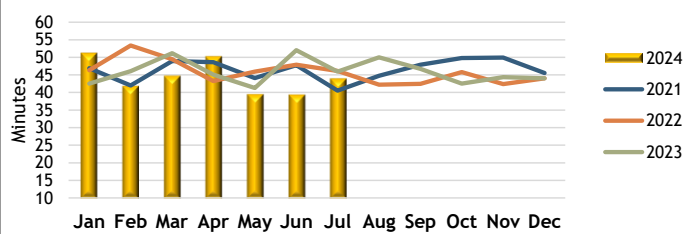
Station 43 Engine Responses into Clive



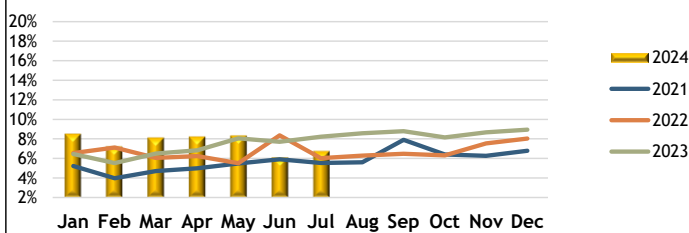
Unit Hour Utilization - Clive Ambulance



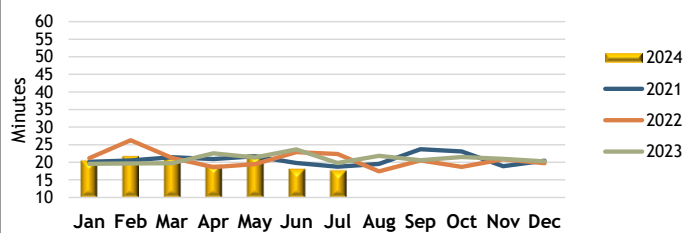
Average Time Committed - Clive Ambulance



Unit Hour Utilization - Clive Suppression



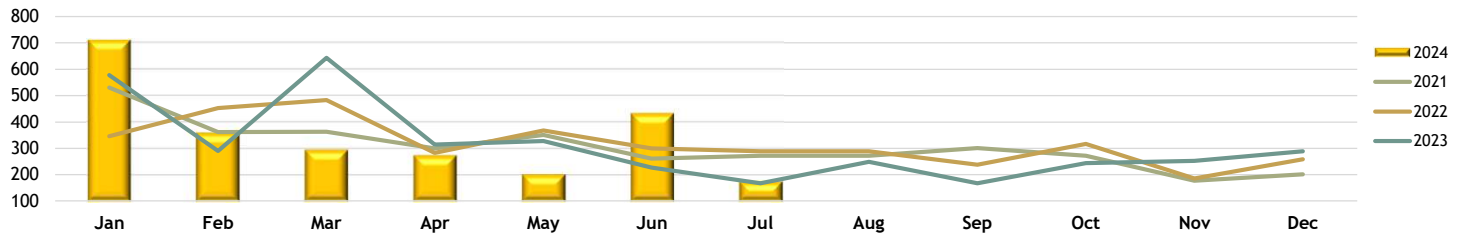
Average Time Committed - Clive Suppression



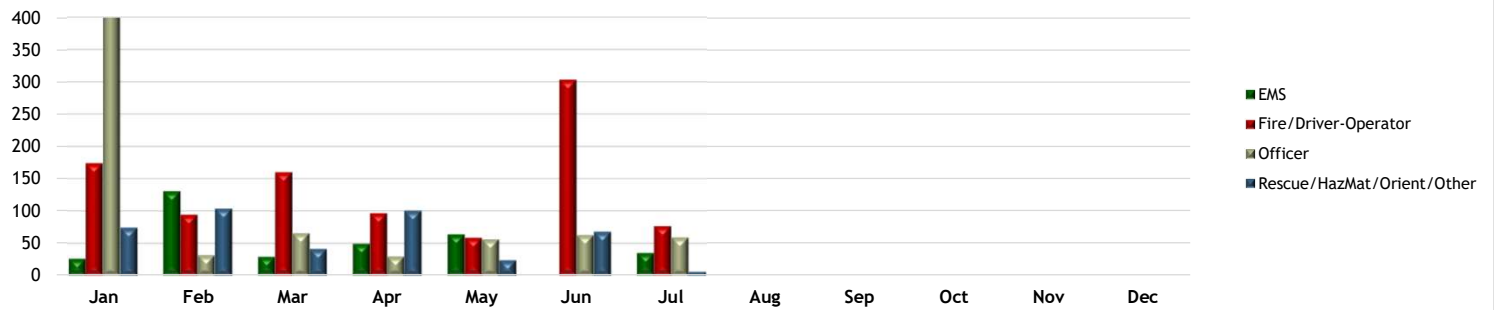


Clive Fire Department Training July 2024

Training Hours - Annual Comparison by Month

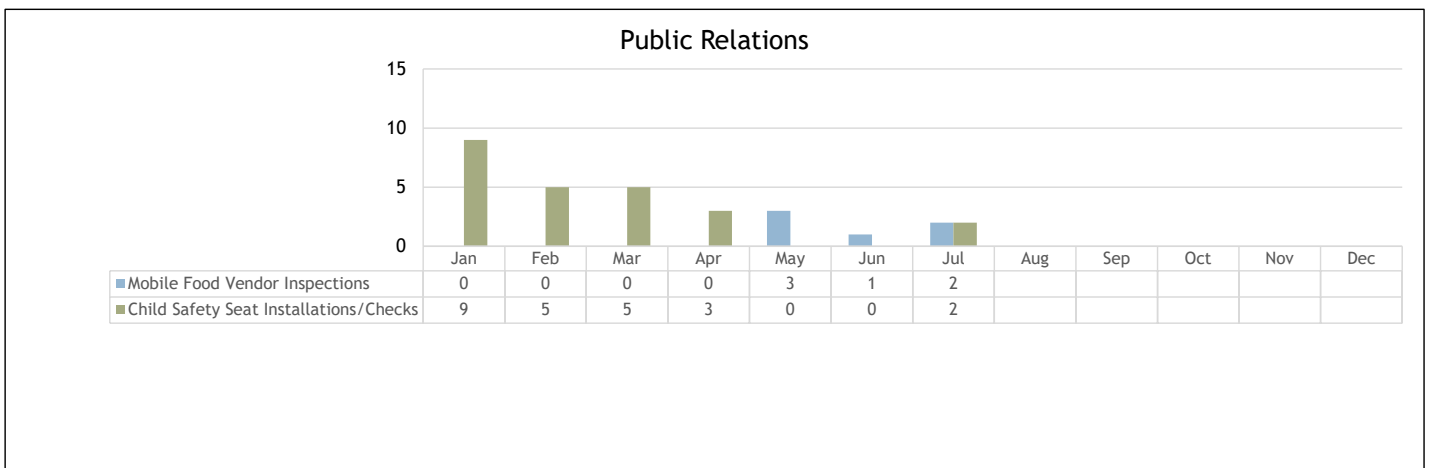
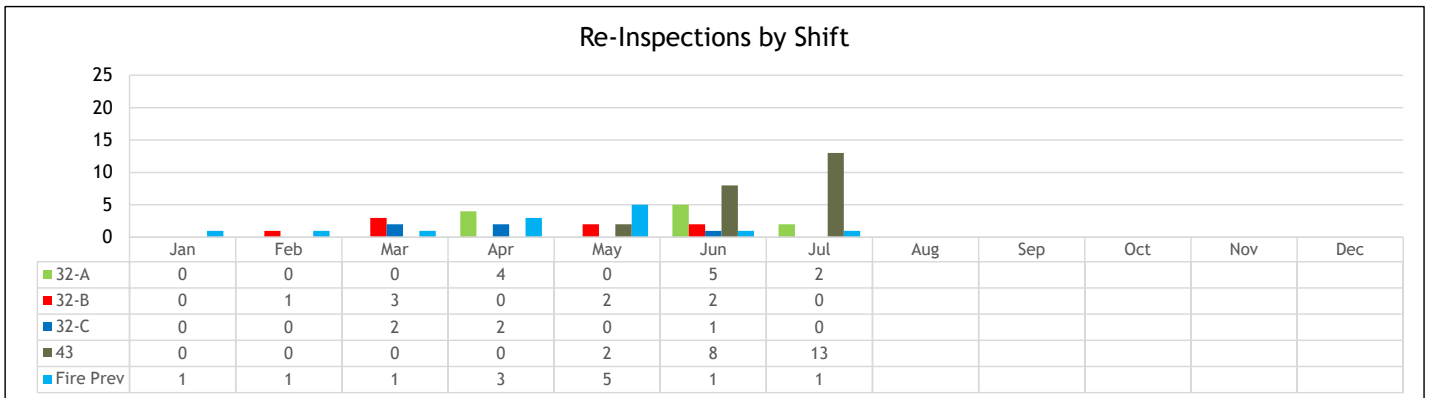
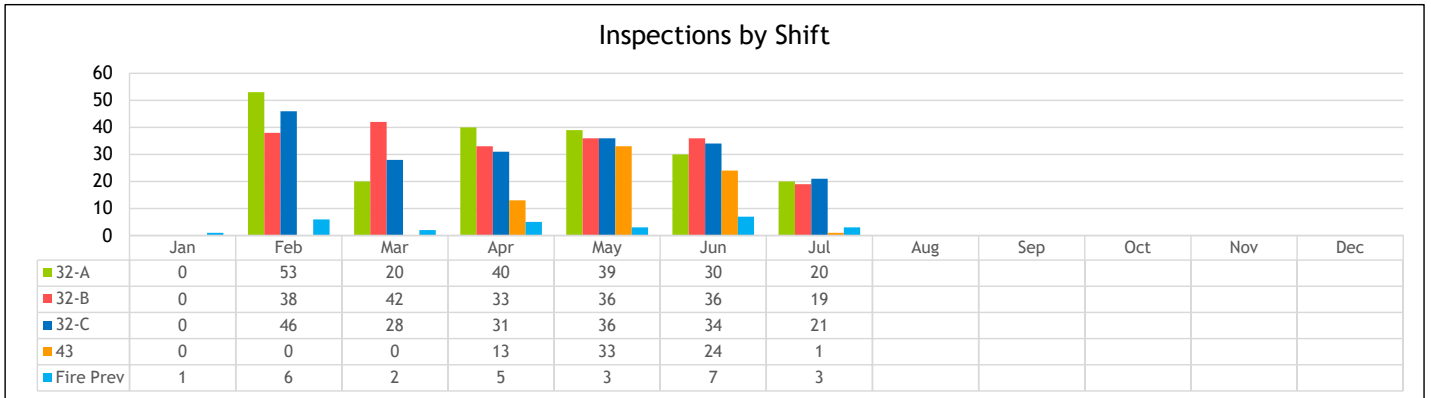
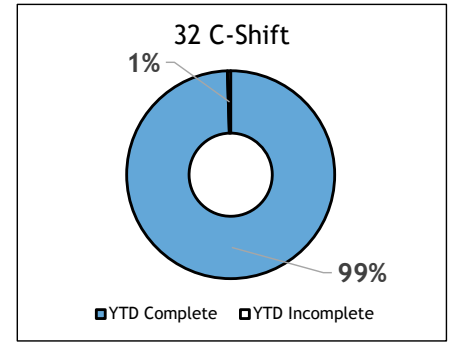
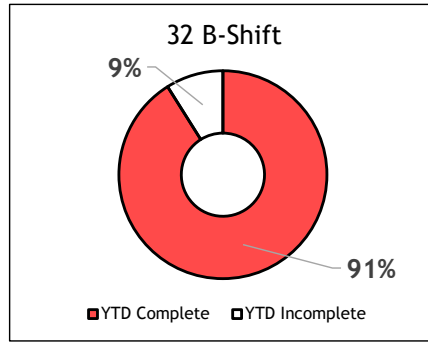
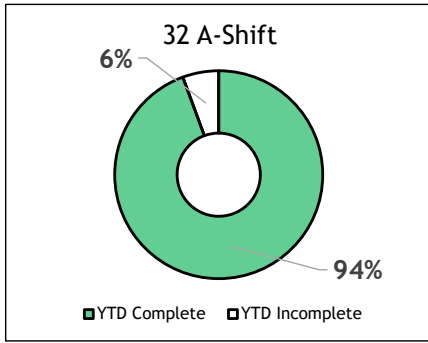


Training Hours - Current Year by Program Area





Clive Fire Department Inspection/Prevention Monthly Report July 2024



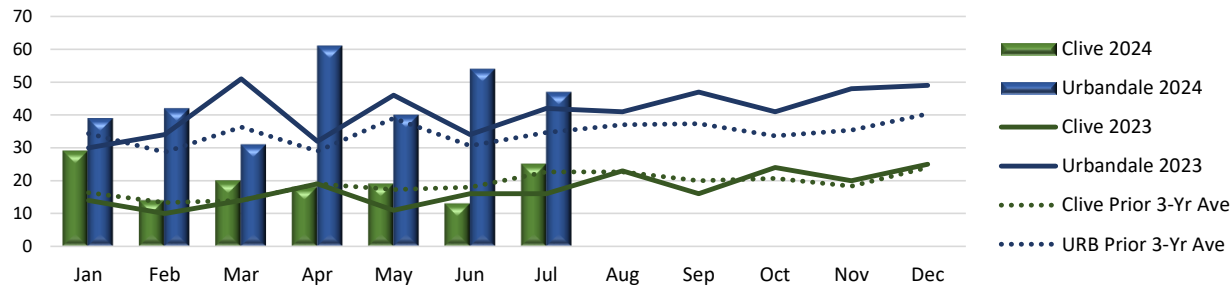


Clive Fire Department
Shared Services Report
July 2024

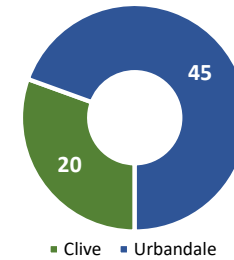
Urbandale - Station 43

Station 43 Became Operational March 10, 2020

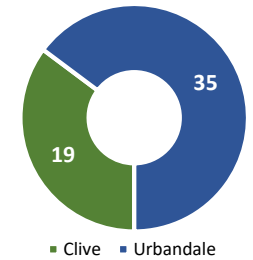
Ambulance



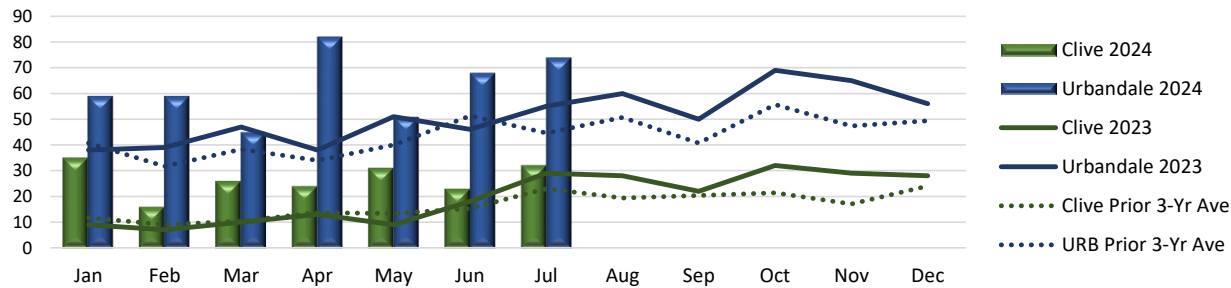
Year to Date Monthly Average



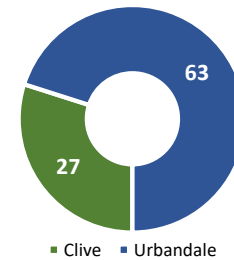
Prior 3-Year Monthly Average



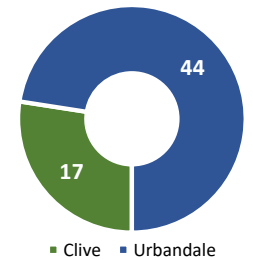
Engine



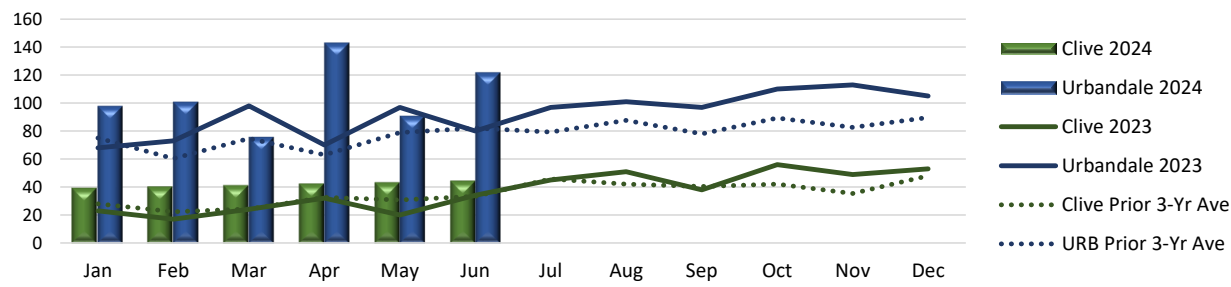
Year to Date Monthly Average



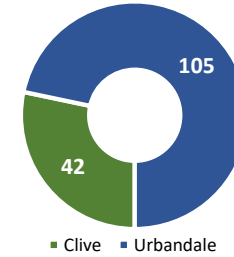
Prior 3-Year Monthly Average



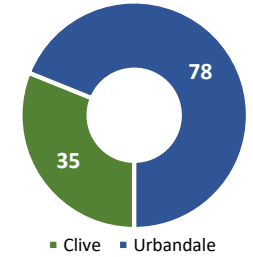
Total (Ambulance & Engine)



Year to Date Monthly Average



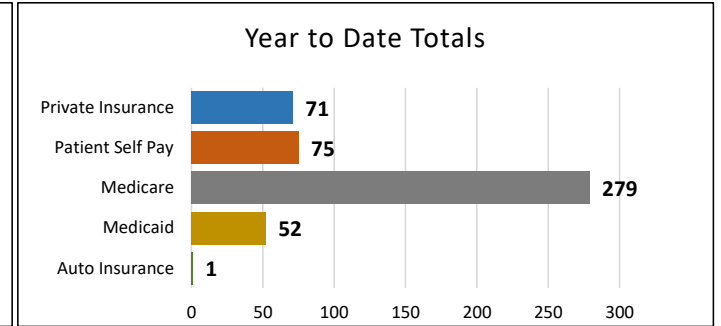
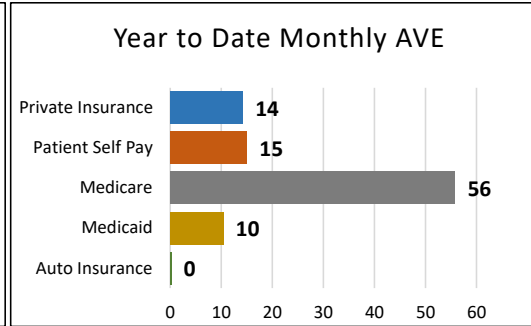
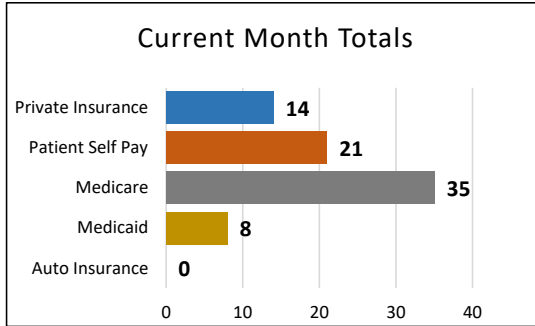
Prior 3-Year Monthly Average



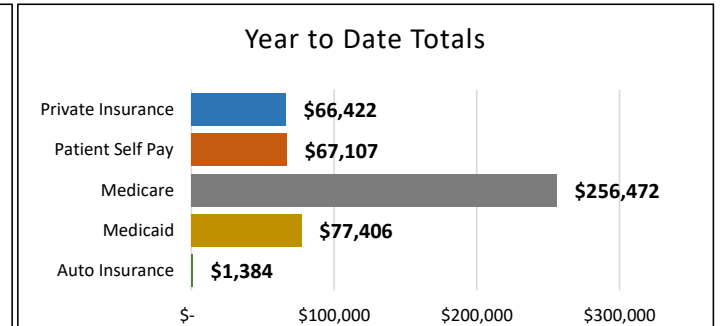
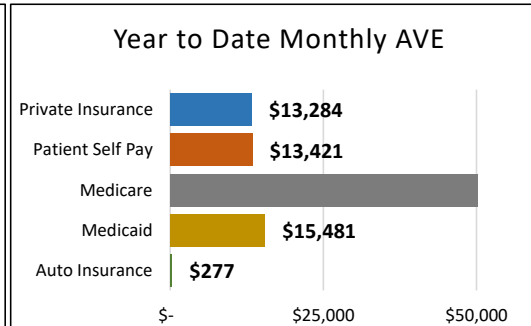
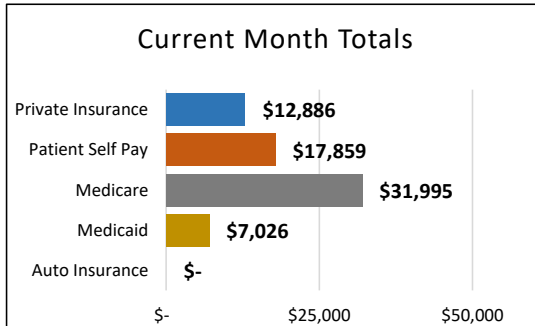


Clive Fire Department
EMS Billing Report
May
2024

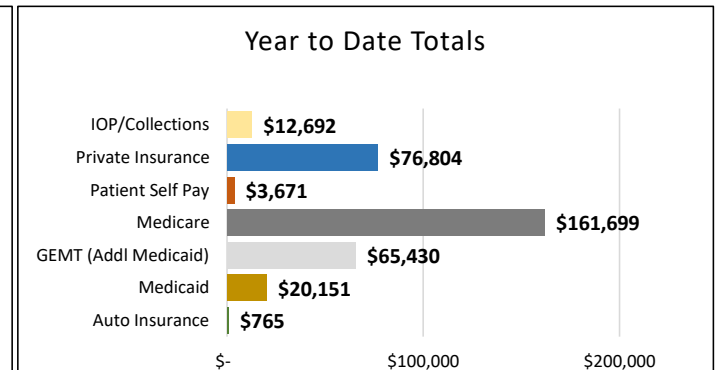
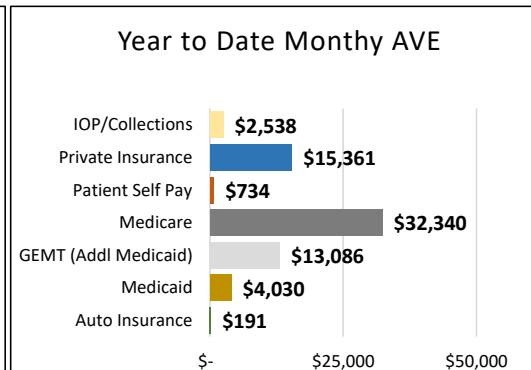
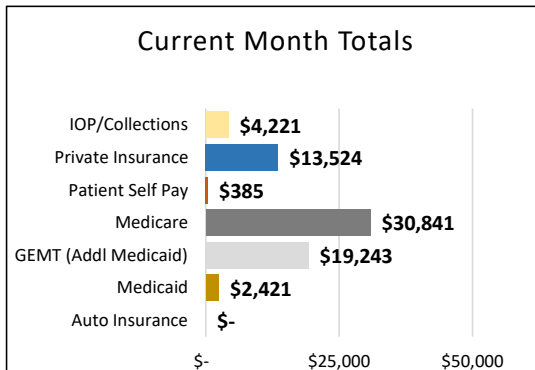
PAYOR BY TRIPS



PAYOR BY
GROSS CHARGES

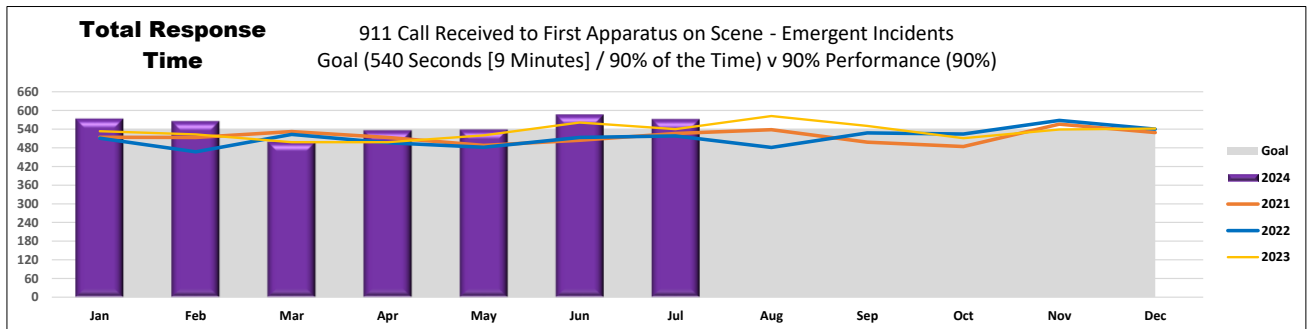
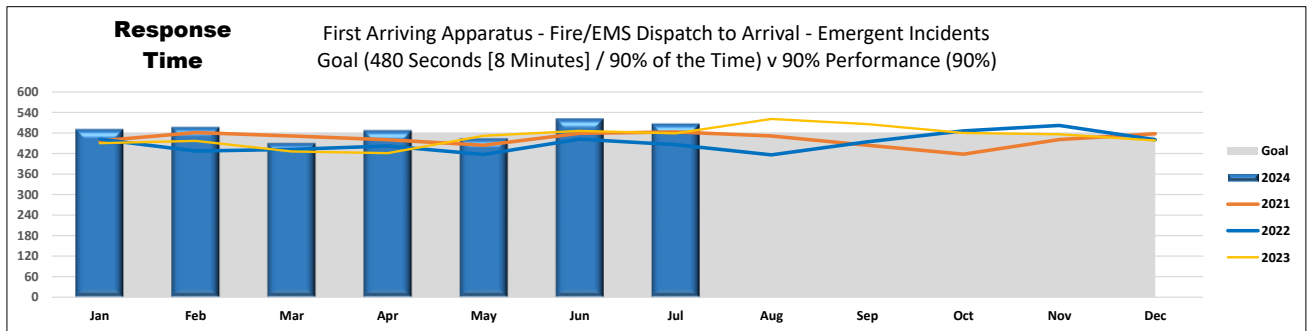
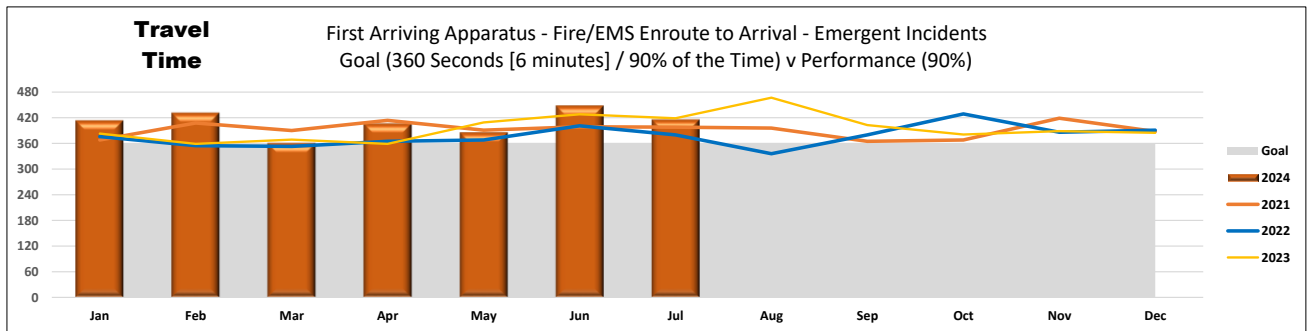
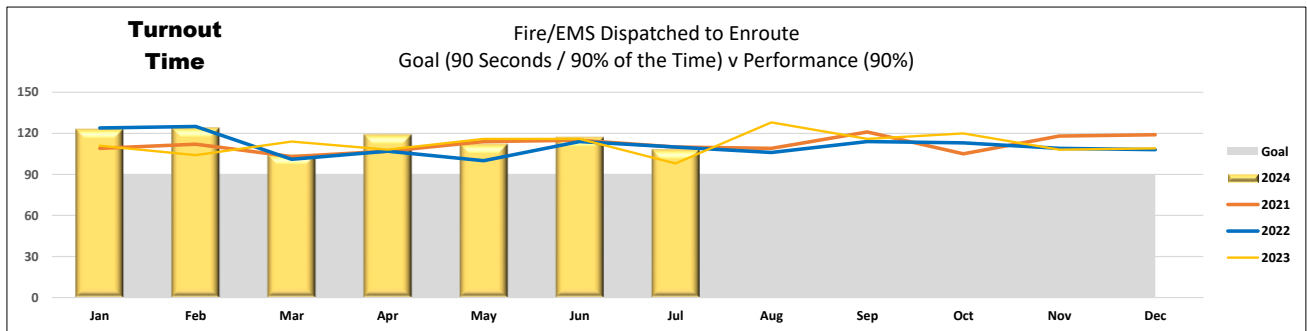
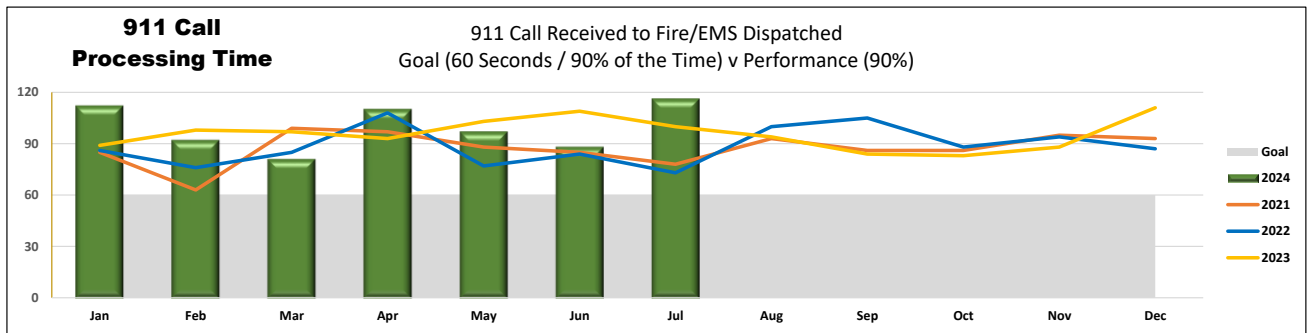
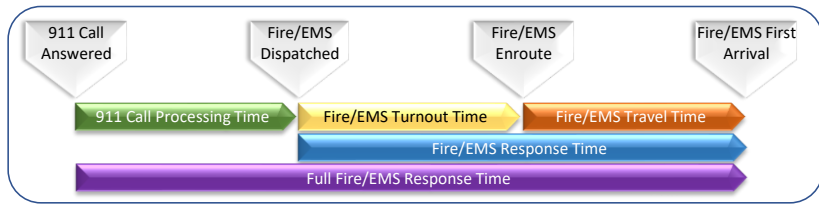


PAYOR BY \$
PAYMENTS





Clive Fire Department
Standard of Cover Performance Report
Performance Area: City of Clive
July 2024





Memo

TO: Mayor and Council members

FROM: Doug Ollendike, Community Development Director

DATE: August 22, 2024

RE: Community Development Report - July 2024

SYNOPSIS:

Attachments:

1. Com Dev Report - 07-2024

MEMO

To: Honorable Mayor and City Council

From: Doug Ollendike, Community Development Director

Date: August 15, 2024

Re: Community Development Monthly Report

Building Services Division

5 new single-family homes were permitted in July with a total valuation of \$2,579,192. A total of 68 permits were issued which included new construction, remodels, additions, fences, decks, sheds, signs, etc.

The contractors at the new 7Brew Coffee Shop, located at 15610 Hickman RD, still have a portion of the north drive-up lane to install along with landscaping in this area to complete as well. This project is also waiting for private utilities to be moved so this work can be completed. A temporary CO has been issued to allow the business to open with an agreement to complete in place for finishing the remaining items.

Full permits have been issued for the Phase I addition and site work at Living Faith Church located at 2180 NW 142nd ST; a temporary CO has been issued for this phase of construction. Most of the site has been stabilized; and staff is working with the contractor regarding the bio-retention completion.

Amare Vita/MavenCrux is in the final stages with the development work. All residential structures and the clubhouse have been permitted. The majority of the homes are in the final stages of construction and the clubhouse has been issued its final CO.

Vision Electrical and Plumbing's renovations at 2163 NW 111th ST should be completed soon.

A final CO has been issued for the new Silverstar carwash located at 10056 Hickman CT.

Building permits have been issued at 2220 NW 108th ST to Graham Collision; a final inspection has been requested.

David's Fine Tobacco at 9759 University AVE will be expanding their business into an adjacent suite. The permit has been issued, however, inspections have not been requested.

Faith Lutheran Church located at 10395 University AVE has been issued permits for a new columbarium and pergola located on the east side of the building. Footings have been poured to support the columbarium and some of the patio work along with the pergola have been constructed.

The Emerald Isle townhome project has been issued building permits for the second building of six units; framing progress is being made on the first building.

The permit has been issued for “The McCoy” apartments located at 11040 Hickman RD for the interior bathroom and kitchenette remodel work.

The permit has been issued for Kwik Star, located at 16050 Hickman RD. The store is primarily framed with interior rough in work starting soon.

Staff are in the process of reviewing remodel plans for the Genesis Health Club facility located at 10930 Hickman RD. A substantial interior remodel is being proposed.

Permits have been approved for an outpatient surgery center located at 12107 Stratford DR. The entire inside of the building will be gutted, with all new interior finishes installed.

Building permits have been issued for the remodel of the Heartland Coop building located at 13733 University AVE. A final inspection has been completed and we are just waiting for the fire alarm testing to be done.

The Rack billiard hall is in the finishing stages of construction and will be issuing a CO soon.

The building permit for the new Tasty Taco site at 2249 NW 86th ST has been issued, but no inspections have been conducted at this time.

Escapeology, located at 8801 University AVE, has completed the framing and rough-in inspection; a final inspection is expected soon.

The building plans have been received for the new office building located at 2640 Berkshire PKWY; staff are currently reviewing.

Two office build-out permit applications have been issued for 13137 University AVE; construction is in the early stages.

A building addition is being reviewed for the expansion of 1100 73rd ST, Edward Jones.

Planning Services Division

The 86th Street Neighborhoods Plan was approved by Council on September 9, 2022. Staff are working on implementation.

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

The site plan for Greenbelt Landing was approved at the February 1, 2024, Council meeting. Staff are awaiting submittal of construction drawings for review.

The rezoning and preliminary plat associated with the Shadow Creek Peak has been approved. Staff are awaiting submittal of construction drawings for the south portion of the property, which includes the single-family development. At this time, it is unknown when a site plan/preliminary plat for the north portion of townhome development will be submitted.



Silver Star car wash has submitted a preliminary plat, site plan, and public improvement construction drawings for the recently rezoned properties generally located at NW 156th ST, Hickman RD, and Emerald Isle DR. The preliminary plat was approved by Council on April 11, 2024, and site plan was approved by Council on May 23, 2024. Staff are continuing to work with the applicant on the construction drawings.

The site plan to construct an office building at 2640 Berkshire PKWY was approved at the April 11, 2024 Council meeting. Staff is awaiting receipt of easement documents.

The Rack Billiards Club, LLC submitted applications for preliminary plat, plat of survey, and final plat to separate the north building (formerly Joanns) at University Park Shopping Center. The preliminary plat was approved at the January 11, 2024, Council meeting and staff administratively approved the plat of survey on January 18, 2024. Staff have received the legal documents for the project and consideration of the final plat is expected at the August 22, 2024 council meeting.

Interstate All Battery, 1110 73rd Street, submitted a site plan application for a small parking addition. Staff administratively approved the site plan amendment.

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



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

	Jul-23	Jul-24	YTD Total	Jul-24	YTD Total
Building Permit - New Single Family	6	5	68	\$2,579,192	\$37,898,825
Building Permit - New Townhome	0	0	12	\$0	\$4,342,900
Building Permit - New Condominium	0	0	0	\$0	\$0
Building Permit - Residential Additions	1	5	17	\$202,990	\$1,111,621
Building Permit - Residential Remodel	0	1	13	\$8,371	\$377,132
Building Permit - New Commercial	0	1	2	\$871,113	\$2,388,481
Building Permit - Commercial Additions	0	0	0	\$0	\$0
Building Permit - Commercial Remodel	5	6	20	\$1,869,582	\$4,644,239
FYTD TOTALS					
Building Permit - New Single Family	6	5		\$2,579,192	
Building Permit - New Townhome	0	0		\$0	
Building Permit - New Condominium	0	0		\$0	
Building Permit - Residential Additions	1	5		\$202,990	
Building Permit - Residential Remodel	0	1		\$8,371	
Building Permit - New Commercial	0	1		\$871,113	
Building Permit - Commercial Additions	0	0		\$0	
Building Permit - Commercial Remodel	5	6		\$1,869,582	



1900 NW 114th ST
Clive, IA 50325
(515) 223-6221
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July 2024
COMMERCIAL PERMIT ACTIVITY

NEW COMMERCIAL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
07/23/2024	15451	Hickman RD	Hegg Construction	\$871,113	Car Wash

TOTAL	\$871,113
YTD CALENDAR	\$2,388,481
YTD FISCAL	\$871,113

COMMERCIAL ADDITIONS

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

COMMERCIAL REMODEL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
07/01/2024	12107	STRATFORD DR	Downing Construction	\$502,207	Commerical remodel
07/22/2024	2249	86TH ST	Downing Construction	\$409,134	Remodel - Tasty Tacos
07/12/2024	13137	UNIVERSITY AVE	Next Phase Development, LLC	\$110,080	Remodel Ste 100
07/02/2024	12499	UNIVERSITY AVE	Austin Builders LLC	\$40,000	Add 2 offices
07/03/2024	1601	114TH ST	Graham Construction Co.	\$519,011	Remodel Suite 347
07/18/2024	1860	118TH ST	Hubbell Construction Services	\$289,150	Room modifications

TOTAL	\$1,869,582
YTD CALENDAR	\$4,644,239
YTD FISCAL	\$1,869,582



1900 NW 114th ST
Clive, IA 50325
(515) 223-6221
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NEW SINGLE FAMILY

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
07/02/2024	18355	ALPINE DR	Clearview Homes, LLC	\$398,075	SHADOW CREEK PLAT 09
07/03/2024	18021	ALPINE DR	Clearview Homes, LLC	\$333,843	SHADOW CREEK PLAT 10
07/08/2024	18167	ALDERLEAF DR	Royalty Homes	\$564,701	SHADOW CREEK WEST
07/11/2024	18272	ALDERLEAF DR	Planet Homes, LLC	\$553,764	SHADOW CREEK WEST
07/30/2024	17912	HAMMONTREE CIR	Terminus Construction LLC	\$728,809	SHADOW CREEK PLAT 07

TOTAL **\$2,579,192**
YTD CALENDAR **\$37,898,824**
YTD FISCAL **\$2,579,192**

NEW TOWNHOME

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
-------------	------------	---------------	------------------	------------------	--------------------

TOTAL **\$0**
YTD CALENDAR **\$4,342,899**
YTD FISCAL **\$0**

NEW CONDOMINIUM/MULTI-FAMILY

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
-------------	------------	---------------	------------------	------------------	--------------------

TOTAL **\$0**
YTD CALENDAR **\$0**
YTD FISCAL **\$0**

RESIDENTIAL ADDITIONS

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
07/03/2024	1830	NW 129TH ST	Oakwood Builders Group	\$10,297	Covered deck and fireplace
07/17/2024	1650	HICKORY HILLS CT	Kristin and Eric Johnson	\$40,689	Porch - 3-season
07/17/2024	18040	ALPINE DR	Greenland Homes, Inc.	\$7,182	Basement Finish
07/23/2024	3456	NW 169TH ST	Showtime Homes	\$82,044	Covered Deck/Extension
07/23/2024	16699	OAKBROOK DR	Jacob's Ladder Construction LLC	\$62,778	Covered Patio

TOTAL **\$202,990**
YTD CALENDAR **\$1,111,621**
YTD FISCAL **\$202,990**

RESIDENTIAL REMODEL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
07/02/2024	1397	NW 141ST ST	Remodeling Contractors	\$8,371	Bath Remodel

TOTAL **\$8,371**
YTD CALENDAR **\$377,132**
YTD FISCAL **\$8,371**



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: August 22, 2024

RE: Leisure Services Report - July 2024

SYNOPSIS:

Leisure Services Report for the month of July, 2024

Attachments:

1. July Leisure Services Report

Leisure Services Department

July Report



Clive Festival

Clive Festival had great attendance with over 4,000 people visiting to enjoy the music, food and activities during fantastic weather both nights. The event saw the return of favorites like Bingo and the Giant Slip N' Slide while also being able to host new musical acts.



Kids for Art in Clive

On July 19, we hosted the 13th annual Kids for Art in Clive Exhibition during Clive Festival. Twelve metro art teachers submitted 87 pieces of art created by 89 student artists. We had 311 artists and family members attend the reception. This year, we changed the reception format to a longer open house to accommodate more families. The student artists were presented with a certificate, ribbon, or award commemorating the occasion. The art will be displayed from August 1st through October 31st in the Clive Public Library community room and art gallery.





Touch-A-Truck

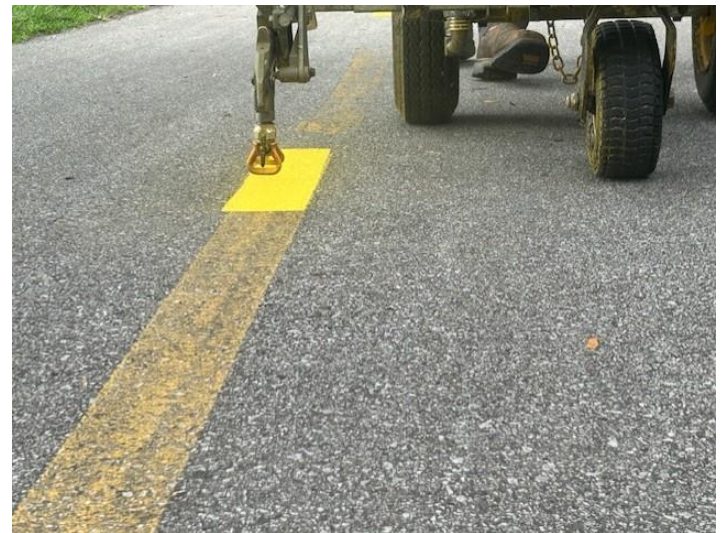
The second day of Clive Festival may have started out damp, but it didn't put a damper on the festivities at the Clive Public Library's annual Touch-A-Truck event. The library hosted vehicles from Clive Fire, Police, Parks and Public Works Department as well as a Metro Waste garbage truck.

Due to popular demand, we also had 3 food trucks available for attendees as a lunch option before the Slip N' Slide opened.

The early rain didn't stop the almost 500 citizens from having fun on the trucks!

Center Line Touch Up

Parks crews repainted center lines on the shared use Greenbelt trail system from 73rd street to 159th street including all trail fingers and Raccoon River Trail. "Slow" and "Stay Right" surface signage and arrows were added to help ensure the safety of all trail users.



Landscaping

Staff spent 248 hours removing trash, pulling weeds, and installing fresh mulch in the right-of-way bio-retention cells along Clark Street, Meredith Drive and by the Public Safety Center. Time was also spent installing new plant material in landscape beds throughout the City.



Memorial Tree Planted

A memorial tree was planted for Willard Wray across the street from his Clive residents in George Lundberg Park. Willard was the Public Works Director from 1971-1998. He was dedicated to the growth of the Greenbelt Park, trail system and Clive community.

Volunteer Hours

Recreation hosted over 60 volunteers for Clive Festival with over 120 volunteer hours. The Library had 26.25 volunteer hours with 20 at the Clive Public Library Main Branch and 5 at the Harbach Library. The Parks Department had no volunteer projects in July.

2023-24 Policy Agenda Actions: Top Priority

Target	Milestones	Orig	Rev	Lead	Status
Greenbelt Landing Project: Fundraising, Design, Bid and Groundbreaking	Continue fundraising	Ongoing	Ongoing	LS	In Progress
	Final site plan submittal	Sep-23	Oct-23	LS	Done
	Send out RFP for Construction Manager as Agent	Sep-23	Sep-23	LS	Done
	Select/Interview Potential CMs	Oct-23	Oct-23	LS	Done
	CC Decision: Construction Manager Contract	Oct-23	Nov-23	LS	Done
	CC Decision: Site Plan Approval	Oct-23	Feb-24	LS	Done
	Permit Approvals	Nov-23	Mar-24	LS	In Progress
	CC Decision: Award Contract for Construction	Jan-24	May-24	LS	Not Started
	Groundbreaking	Mar-24	May-24	LS	Not Started
	Construction starts	Mar-24	Jun-24	LS	Not Started
	Public art development and artist selection	Jan-24	Mar-24	LS	In Progress
	Construction completed	May-25	Jul-24	LS	Not Started
	Dedication	Jun-25	Jul-24	LS	Not Started

2023-24 Policy Agenda Actions: High Priority

Target	Milestones	Orig	Rev	Lead	Status
Publicly Owned Pond Maintenance - Shadow Creek and Others: Neighborhood Expectations and Engagement	Create pond project page on website	Sep-23	Sep-23	LS	Done
	Complete the draft management plan for SC pond	Oct-23	Oct-23	LS	Done
	Review draft w/ Council and SC pond residents	Oct-23	Oct-23	LS	Done
	Begin preparing landscape zones for fall/winter seed	Oct-23	Nov-23	LS	Done
	Preapre budget request for rec improvements/pond	Nov-23	Nov-23	LS	done
	Finalize SC Pond maintenance and mgmt plan	Jan-24	Apr-24	LS	In Progress
	Budget Workshop: FY 24-25 Budget Direction	Feb-24	Feb-24	LS	Not Started
	CC Decision: Budget FY 24-25 Approval, Funding	Apr-24	Apr-24	LS	Not Started
	Develop plans for all city owned ponds, meetings	Dec-24	Dec-24	LS	Not Started
Harbach Center: Vision Concept and Operations	Develop concepts for existing bldg, Linnan Park inter	Dec-23	May-24	LS	In Progress
	Engage public on needed or desired services	Feb-24	Apr-24	LS	Not Started
	Evaluate different options for permanent center	May-24	May-24	LS	Not Started
	Develop staffing plan and op costs for perm center	Jul-24	Jul-24	LS	Not Started
	CC Report: Vision Concepts and Op Status, Discuss	Aug-24	Aug-24	LS	Not Started

2023-24 Policy Agenda Actions: Low Priority

Target	Milestones	Orig	Rev	Lead	Status
Leisure Services Programming Sign Up Simplification	Compile a list of issues and common complaints	Nov-23	Nov-23	LS	Done
	Identify potential solutions to simplify process	Dec-23	May-24	LS	In Progress
	Evaluate what solutions are possible w/ system	Feb-24	May-24	LS	In Progress
	Compile a list of needs with potential new software	Mar-24	May-24	LS	In Progress
	Interview/research potential software solutions	Jul-24	Jul-24	LS	Not Started
	CC Decision: Recommend Improvements for Budget	Aug-24	Aug-24	LS	Not Started

2023-24 Management Agenda Actions: Top Priority

Target	Milestones	Orig	Rev	Lead	Status
Linnan Park Development Phase 1	Design process kicks off	Sep-23	Oct-23	LS	Done
	Preliminary designs for park	Dec-23	May-24	LS	In Progress
	Public engagement on preliminary designs	Feb-24	May-24	LS	In Progress
	CC Presentation: Conceptual Plan	Feb-24	May-24	LS	In Progress
	CC Decision: New Phase 1 Magnitude and Budget	NEW	May-24	LS	In Progress
	Site plan submittal	Apr-24	Oct-24	LS	Not Started
	CC Decision: Site Plan Approval	May-24	Nov-24	LS	Not Started
	Bid park improvements - Phase 1	Jun-24	Dec-24	LS	Not Started
	CC Decision: Award contract for Phase 1 project	Jul-24	Jan-24	LS	Not Started
	Construction starts	Aug-24	Apr-25	LS	Not Started
	Concepts for Greenbelt Trail Connection - 82nd	Jan-24	May-24	LS	Not Started
	Concepts for Harbach Blvd Recon, Phase 2	Jan-24	May-24	LS	Not Started
	Stormwater Master Plan Concepts	Jan-24	May-24	LS	Not Started
	Trail connection, Harbach Blvd Ph 2, Stm plan done	Apr-24	Jun-24	LS	Not Started
	CC Decision: Trail, Harbach, Stm Conceptual Plan	Jun-24	Aug-24	LS	Not Started
	Construction completed	Jul-25	Jun-26	LS	Not Started

2023-24 Management Agenda Actions: High Priority

Target	Milestones	Orig	Rev	Lead	Status
City-Owned Flood Buyout Property - Short-Term Re- Use Strategy for Temporary Park	Hire designer for temporary park improvements	Oct-23	Jan-24	LS	Done
	Public review and input on temporary elements	Jan-24	Mar-24	LS	Not Started
	Park Board review of proposed improvements	Feb-24	Apr-24	LS	Not Started
	CC Decision: Temporary Park Improvements	Mar-24	May-24	LS	Not Started
	Improvements complete	Jun-24	Jul-24	LS	Not Started

2023-24 Management Agenda Actions: Low Priority

Target	Milestones	Orig	Rev	Lead	Status
Recreation Programming and Special Event Revenue Recovery Policy: Direction	Develop guiding principles for what we want/policy	Dec-23	Mar-24	LS	In Progress
	Research other cities, Iowa and regional	Mar-24	Mar-24	LS	In Progress
	Prepare report	Aug-24	Aug-24	LS	In Progress
	CC Report: Report for Guidance and Direction	Aug-24	Aug-24	LS	Not Started
	Develop policy draft for City Council consideration	Nov-24	Nov-24	LS	Not Started
	CC Decision: Special Event and Revenue Policy	Dec-24	Dec-24	LS	Not Started
	Implementation of policy	Jan-25	Jan-25	LS	Not Started
Indian Hills Woods Trail and Parks Improvement Projects: Confirm Trail Alignment	Evaluate trail route alignments west of 98th St	Sep-23	Sep-23	LS	Done
	Send notification to neighborhood pending action	Oct-23	Sep-23	LS	Done
	CC Presentation: Trail Plan and Alignment	Oct-23	Sep-23	LS	Done
	Bid trail	Oct-23	Jan-24	LS	Done
	CC Decision: Award construction contract for trail	Nov-23	Feb-24	LS	Done
	Trail construction complete	May-24	Aug-24	LS	Not Started
	Landscape plantings complete	Jun-24	Oct-24	LS	Not Started
	Park and trail signage is complete	Jun-24	Aug-24	LS	Not Started
Aquatic Center 28E Agreement w/ West Des Moines: Review and Renewal	Landscape restoration transitions to mgmt	Dec-24	Dec-24	LS	Not Started
	Begin initial discussions w/ WDM	Dec-23	Dec-23	LS	Done
	Initial discussions are summarized and reviewed	Jan-24	Sep-24	LS	In Progress
	Revise 28E agreement	Mar-24	Dec-24	LS	Not Started
Aquatic Center Programs Strategy: Pool Scholarship Program and Regional Pool Pass	CC Decision: Revised 28E Agreement Approval	May-24	Jan-24	LS	Not Started
	Develop proposed guidelines for the program	Oct-23	May-24	LS	In Progress
	Estimate potential participants and revenue impact	Nov-23	Jun-24	LS	Not Started
	Reach out to potential partners	Nov-23	Jun-24	LS	Not Started
	Develop draft program	Dec-23	Aug-24	LS	Not Started
	Park Board review	Jan-24	Aug-24	LS	Not Started
	CC Decision: Scholarship Program Approval	Jan-24	Jan-25	LS	Not Started
	Budget Workshop: FY 24-25 Budget Direction	Feb-24	Feb-25	LS	Not Started
	CC Decision: FY 24-25 Budget Adoption	Apr-24	Apr-25	LS	Not Started
	Program implementation	Mar-24	Mar-25	LS	Not Started

2023-24 Management In Progress

Management Projects	Orig	Rev	Who	Status
Departmental Detailed Budget Review: Leisure Services	Jul-24	Jul-24	LS	Not Started
City Led Community Volunteer Program: Update Report	Ongoing	Ongoing	LS	In Progress
Park Shop and City Hall/Library Facility Wi-Fi Network Improvements	Nov-23	Nov-23	LS	Done
Part-Time to Full-time Library Staffing: Research and Funding	Nov-24	Nov-23	LS	Done
Library Circ System transition to Cloud-Hosting - FY 24-25 Funding Decision	Apr-24	Apr-24	LS	Not Started
Clive Public Safety Center: Maintenance Plan	Oct-23	Feb-24	LS	In Progress
CAC Vacuuming Solutions for Overnight Cleaning Research, Maintenance Team	May-24	May-24	LS	In Progress
Meredith Ave - Bio-retention cell planting	Nov-23	Sep-23	LS	Done
Sustainable Goat Program: Agreement	Dec-23	Dec-23	LS	Done
Invasive Plants and Vegetation Management: Phase 1 Implementation	Dec-24	Dec-24	LS	In Progress
Maintenance Facility Storage Bin Installations and Asphalt Replacement	Oct-23	Oct-23	LS	Done
Greenbelt Vegetation Management Study - Phase 2	Dec-23	Mar-24	LS	In Progress
Clive Festival 2024 - Temporary Re-Location	Jul-24	Jul-24	LS	In Progress
Leisure Services Annual Report to the Community	Mar-24	Mar-24	LS	In Progress
Library Strategic Plan: Implementation	Ongoing	Ongoing	LS	In Progress
Art Along the Trail Program	Ongoing	Ongoing	LS	In Progress
Facility Rental Cancellation Policy: Review and Direction	Mar-24	Mar-24	LS	Not Started
Library fine free: pilot, report and update	Dec-23	Jan-24	LS	Done
Library Collection Development and Weeding	Ongoing	Ongoing	LS	In Progress
Library Series Spine Labeling Project	Ongoing	Ongoing	LS	In Progress
Neighborhood Trail Closure Gates: Installation	Ongoing	Ongoing	LS	In Progress

2023-24 Major Projects

Capital Projects	Orig	Rev	Who	Status
City Hall Sidewalk & North Step Replacement	Jun-24	Jun-24	LS	Not Started
UV System (Aquatics Center) Investigate and Research Effectiveness	Jun-24	Jun-24	LS	Not Started
2024 Annual Greenbelt Trail Maintenance Projects	Jul-24	Jul-24	LS	Not Started
Campbell Park Ballfields Improvements - Phase 2	Dec-23	Dec-23	LS	Done
Country Club Glen Park natural area restorations	Ongoing	Ongoing	LS	In Progress
Canary Park detention drainage improvements	Aug-24	Aug-24	LS	Not Started
Cirksena Park: Completion	Jun-24	Jun-24	LS	In Progress
Walnut Ridge Tennis Court replacement plan for tennis and pickleball: decision	Dec-24	Dec-24	LS	Not Started
Neighborhood park signs annual replacement program: Trail/911 Safety Signs	Jun-24	Jun-24	LS	In Progress
Landscape management plan	Ongoing	Ongoing	LS	In Progress
Stonegate Park Playground - Replacement/Update - Funding Decision FY 24-25	Jul-24	Jul-24	LS	In Progress



Memo

TO: Mayor and Council members

FROM: Mark Rehberg, Captain / Operations Commander

DATE: August 22, 2024

RE: Police Department Monthly Report

SYNOPSIS:

Attachments:

1. Monthly Report July 2024



Clive Police Department

July Monthly Report

July 2024

8-15-2024

All suspects listed herein are innocent until proven guilty.

Large quantity of Methamphetamine located by Dutch.

On July 8th, Sergeant Kemprich and his partner Dutch were called to assist the United States Postal Inspectors with a package sniff. It is not uncommon for the USPS to have suspicious packages and, Dutch is their "GO TO" in many of these cases. After alerting on the package, the Postal Inspector was able to get a search

warrant for the box, and once opened, they located a large quantity of Methamphetamine.

\$150,000.00, Dutch has proven to be a true asset to the police department and his abilities are utilized and appreciated by all of our surrounding agencies.



With an estimated street value of nearly

This Month's Highlights

Dutch helps Post Office with special Delivery. 1

So sayeth the Flock! 1

Promotions take effect 2

Adult provides Alcohol to Minors. 2

Attempted Murder at the Days Inn 3

CALEA Reaccreditation 3

A message from the Chief 4

Flock Cameras Lead to Narcotics Arrest

On 7-12-24 at approximately 2145 hours, the Flock camera system showed a hit on a black Cadillac bearing Washington license plates. This hit was in reference to an intelligence report Chief Rehberg put out about the occupants dealing fentanyl (M30) pills in the Des Moines area. Urbandale Officer Camrey Leo of the Urbandale Police Department located the Cadillac

parked in the parking lot of the Quick Trip and Merle Hay and



Meredith Drive on 7/13 and made a stop of the car After mak-

ing contact with the occupants, K9 Dutch and Sergeant Kemprich were called to do a free air sniff on the vehicle. Dutch alerted on the vehicle, and officers searched it located 14 grams of marijuana, 7 Xanax pills, a THC vape pen, 10.5 grams of heroin, and a baggie with unknown pills, and misc. drug paraphernalia. This investigation is ongoing.

In-House Training:

In an effort to provide up-to-date, and relevant training to our officers, we have continued to augment of instructor capabilities within the department. Officer Michael Dolsen, who is currently our only Emergency Vehicle Operations (EVOC) Instructor, has been ensuring compliance with changes in State Code that require additional training for officers before they are allowed to operate squad cars, as well as provide training for code additions relating to rolling roadblocks.



On July 10th Officer Faulkner was dispatched to Linnan Park on an adult providing alcohol to minors. Officer Faulkner



approached two juveniles and Hram Tum in the park. Tum was arrested for public intoxication and providing alcohol to minors.

PROMOTIONS TAKE EFFECT AT CLIVE PD

Captain Damon Herzog



Capt. Herzog joined the Clive Police Department in 1997. He has held assignments in Patrol, Criminal investigations (CID) as a Narcotics Detective, Patrol supervisor and most recently, CID Commander as a Lieutenant.

Damon has assumed the duties as Operations Commander.

He resides in Adel with his wife and kids.

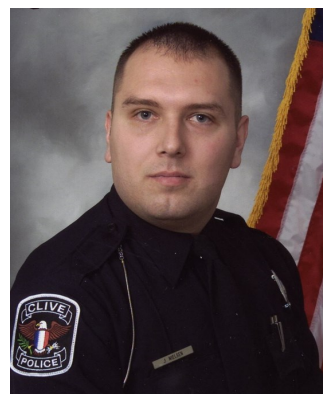
Lt. Adam Johnston



Lieutenant Johnston joined the Clive Police in 2014, following a brief career with the Monona County Conservation District. He has been assigned as a patrol officer, Narcotics Detective and Patrol Supervisor as a Sergeant.

Adam has assumed the duties as CID Commander. He resides in Clive with his wife and kids.

Sergeant Joe Nielsen



Sergeant Nielsen joined the Clive Police in 2006 following a short stint with Windsor Heights. He comes from a law enforcement family, with his father having retired as a Lieutenant with the Urbandale PD.

Joe has served as a Patrol Officer, Detective and School Resource Officer in the West Des Moines School district. He takes over the afternoon shift on Patrol. He resides in Norwalk with his wife and kids.

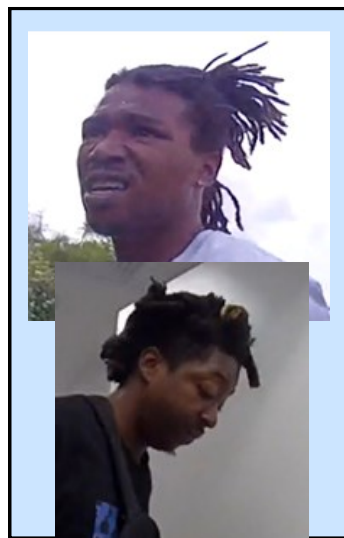
Retail Thefts on the Rise at Kohls

On July 22nd a theft was reported at Kohls, 10201 University Avenue. Officer Crannell arrived and located the suspect, Travis Schlitter in a nearby business. Due to his criminal history, Schlitter was arrested for an enhanced charge of Theft 3rd. He was also in possession of methamphetamine. On July 23rd, Of-



ficers Faulkner, Annis and Sgt Weiler were again

tripped to Kohls on a theft report. Two suspects fled the scene and after a very short pursuit, both fled on foot into West Des Moines. Michael Little (top) and Fernando Allison (bottom) were both charged with Theft 3rd, Interference. And drug charges. All three were transported to the Polk County Jail.

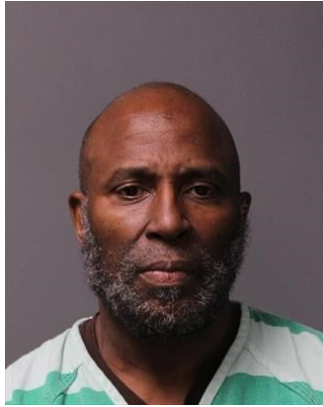




Stabbing at Days Inn-Attempted Murder Charges Filed.

In the morning hours of July 26th, a fight was reported at the Days Inn which resulted in a Stabbing. Officers arrived and were assisted by West Des Moines and Urbandale officers as well as Clive EMS and WDM EMS. A single stabbing victim was located at the motel, but the suspect fled the scene on foot. Officers soon located the Suspect, 62 year-old Wa'il Muhannad of Des Moines, a short distance away. Muhannad was transported to the hospital for evalua-

tion, then turned over to the Polk County Jail. The victim, 28 year-old Dakari Jackman of Des Moines was treated at the scene,



then transported to the hospital for surgery, where he remains today. After reviewing video from the scene and interviewing witnesses, it was determined that Attempted Murder charges against Muhannad were appropriate. While this type of incident is rare in Clive, I want to point out that from the initial call, to the time that charges were filed, a total of seven hours had passed. This was mainly due to the teamwork and efforts by all of those who had a part in the investigation.

Officers involved in the Days inn case:

Capt. D. Herzog
Lt. A. Johnston
Sgt. B. Kempnich
K9 Officer "Dutch"
Officer S. Thayer
Officer I. Mohammad
Officer J. Lamp
Detective D. Vento
Officer M. Dolsen
Officer C. Owen
Officer A. Faulkner
Officer K. Recchia

PD RECIEVES REACCREDITATION

Over the last four years, the Officers and staff of the Clive PD have been taking part in self-assessments and have allowed others to look inside our department, review our policies and ensure that we are in compliance. This accreditation process through CALEA, ensures transparency with the community and holds all of us accountable to what our city expects of us.

I am proud to announce to you that we were granted re-accreditation in July of this year, and our award will be presented in November, in Jacksonville, Florida.



Special recognition goes to CSO Jeff Miller for his guidance, dedication and commitment to the CALEA process.

RECRUITMENT AND RETENTION



We seem to have been in a hiring mode for the last several years. With applicant numbers falling and the pool being thinned by multiple departments, We are starting to see some light at the end of the tunnel. Recent changes in law allowed us to suspend some of the hiring rules where civil service is concerned and we have

instituted some changes with compensation and relocation benefits to potential employees. Those changes seem to be paying off, as we are currently at the highest number of applicants we have seen in several years.

We will soon start interviewing certified applicants, as well as those who would certify through exam (CTE). We will still continue with our traditional process to create a list of potential candidates that will still need academy certification.



July 2024

Clive Police Department
8800 Hickman Rd.
Clive, IA 50325

Call 911
Administrative Phone: 515-278-1312
Westcom Dispatch 24/7 515-222-3321



Clive PD Fast Stats Comparison

	2024	2023
Calls for Service	1425	1317
Traffic Citations	254	276
Adult Arrests	53	42
Juvenile Arrests	12	2
Incident Reports	160	149
Detective Cases Assigned	28	27
Injury Crashes Investigated	6	6
PD Crashes Investigated	30	46

A Message from the Chief

I am honored and excited to have been selected as only the 4th Chief of Police for the City of Clive. I was privileged to have served under all three prior Chief's and I have learned from all of them. Because of their leadership and mentoring, I am now ready to lead this agency and continue to build on what we have already accomplished.

I am committed to our association with CALEA, which ensures, not only that we are adhering to best practices, but shows our commitment to transparency and accountability within the agency as we show proof of compliance with these policies.

I will continue to build upon the relationships in the community, to strengthen trust and form partnerships with those we strive to help. Community Policing works when the community is involved. We have a great start, but there is more to do.

Finally, I am committed to the wellbeing of our employee's, their growth in the agency and their professional development as Police Officers and Support Staff.

We have weathered many storms over the last few years, but we have always come out better on the other side. That is what makes us an organization that we can all be proud of. The Clive Police Department does not exist without the support of the community, and I am proud to serve as your Chief of Police.

Let's be careful out there.



Memo

TO: Mayor and Council members

FROM: Tiernyn Potratz, Administrative Assistant

DATE: August 22, 2024

RE: Public Works Report - July 2024

SYNOPSIS:

Public Works Report - July 2024

Attachments:

1. July 2024 Monthly Report

Clive Public Works

July 2024

Monthly Report



July Events

6/28/24 First day for Operators Justin and Mario

7/3 Operator training for Gantry and Hoist. Also locator training on new machine from Subsurface Solutions.

7/8 Department update from Director

7/10 First day for using the online portal for Public Works permits

7/11-12 Tank cleaning by Midco

7/21 Water main break NW 100th St and Hickman Rd

7/31 Department potluck of walking tacos

Jeff Nuss, Sewer/Storm Supervisor— Repaired an intake on NW 80th St, performed routine sewer cleaning.

Jason Stevens, Roadway Supervisor— Concrete work and cold patching were done as weather permitted.

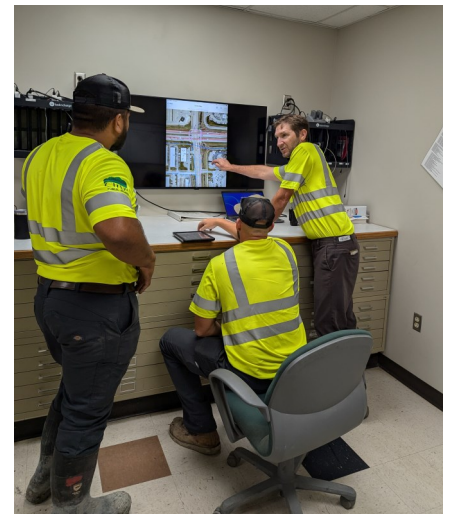
HMA patching done on Woodcrest and Lakeview Dr. to NW 149th St. We helped storm on NW 94th St on a double width storm structure (2 structures and adjoining street). Completed boxout on Northwest Dr from prior water break.

Intakes and sidewalks on Lincoln Ave at NW 94th and 96th Sts were repaired, with the NW 96th crosswalks being brought into ADA Compliance. Panels on NW 81st were used as training for new staff. Work completed on forebay at Public Safety for the Fire pad. We cleaned up the ramp that we use for chip hauling at Briggs.

Kurt Farlow, Water Supervisor— The tie-in was completed at NW 111th St. We sandblasted and painted hydrants on NW 111th then operated their valves. The flushing policy was reviewed, new construction in Waukee brought coordination. We replaced sump pumps at the pumping station. Car City's private water line was hit by boring contractor on July 7. Because we found only a gate valve and no stop box, we worked with their plumber to make it right by installing a stop box.

Chris Saltmarsh, Traffic Supervisor— Flags were erected and removed for Independence Day. City parking lots were painted as weather allowed. We helped MidAm with the electrical hookup at NW 111th St and Menards and helped with patching.

Rai Tokuhisa, WR Engineer—Full updates to Post-Construction Stormwater Management Manual were made in response to SF455. Also collaborated with staff on administration of StormWater Assistance Program (SwAP).



Operators in preparatory discussion for the water main break on 7/21/24

2023-2024 Clive Strategic Plan

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

2023-24 Policy Agenda: Top Priority

Streets Service Level and Projects Strategy (JM, JH & JC) – This includes: (A) the development of a rehabilitation plan for \$2M annually in street rehabilitation to address street issues the Country Club and Country Club West area while continuing to address citywide street maintenance and rehabilitation (B) Proposal to hire 2 additional Operation Specialists to keep up with growing street maintenance needs (C) Proposal to purchase a mastic applicator to address growing street maintenance needs. Staff presented the rehabilitation plan and proposal for 2 additional Operations Specialists and the purchase of a mastic machine to Council at the workshop on November 2, 2023. The rehabilitation plan was included in the CIP that was approved at the December 14, 2023, City Council meeting. Two additional Operations Specialists and a mastic machine were approved in the FY 25 Budget. The 2 additional Operations Specialists have been hired and delivery of the mastic machine is expected in August.

Hickman Road & I35/80 Interchange Project (JM) – This is an Iowa DOT project. Clive and Urbandale worked together to add some additional elements to the project. The additional elements include pedestrian and bicycle facilities, stormwater management, aesthetics, and gateway/landscaping improvements. The cities contracted with Snyder and Associates to provide the additional elements for the project along with access management and funding strategy considerations. Most of the elements included in the original Professional Services Agreement with Snyder and Associates have been completed and the Council has approved a Professional Services Agreement (PSA) Amendment for the design of the additional elements at the January 12, 2023, Council Meeting. Snyder is working on the design work for the additional elements for the interchange project. Additionally, staff has confirmed with the IDOT that the \$2.5 M in STBG funds received for the project will be credited to Clive and Urbandale's funding contribution. Staff is working on obtaining the easements needed to connect the trail on the north side of Hickman to the Greenbelt Trail. Appraisals have been completed and staff will contact the property owner in the next few weeks. An application for State Recreational Trails (SRT) Grant has been submitted. An application for a REAP Grant has been submitted for the trail connection to the Clive Greenbelt and staff was notified that the project scored very well but was the first project to NOT receive funding. Staff is proceeding with the submittal of a Federal Recreational Trails grant application. An application for a \$25M RAISE grant has been submitted. If successful, the grant would cover all of Clive and Urbandale's project costs and any the remaining grant would be used by the Iowa DOT. The first phase of this project was let on July 16, 2024. **The contract has been awarded and the Pre-construction meeting has been held. The contractor will be starting within the next week. Staff is currently waiting on confirmation of when the trail will be impacted, which is currently expected in early September.**

Little Walnut Creek Street Restoration Project (RT) – At the January 12, 2023, Council Meeting, Council approved a PSA with Stantec for the streambank restoration design, trail design, mitigation banking and ecological restoration and Stantec is currently working on the design elements. This design and construction will be coordinated with the construction of the Waukee NE Outfall Sewer. Council approved an amendment to the PSA with Stantec at the May 4, 2023, Council meeting. Staff provided Council with a project update at the August 10th Council meeting. The City has received **95%** plans for the east streambank improvements and

60% plans for the west stream bank improvements. The east streambank work is scheduled for a December letting. The City has 1 of the 2 necessary permits and will move forward with the project when the second permit is received. 30% plans for the trail construction/reconstruction have also been received. The draft prospectus for the Mitigation Banking has been accepted and Stantec is proceeding with design on the banking element of the project. In addition, Stantec is working on the ecological restoration portion of the project. Staff provided Council with a project update at the August 10th Council meeting.

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

The City received bids for the east streambank work on December 5, 2023 and Council awarded the contract to Iowa Earth Works, in the amount of \$762,452.95. The low bid was 51% less than the engineer's estimate. The contractor has completed the clearing and grubbing. The DNR permit for the east streambank work has been received and the Contractor will be working on this project as his schedule allows. Council approved an addendum extending the date for substantial completion to December 31, 2024 to accommodate the delay in obtaining the DNR permit. Stantec is finalizing west streambank plans and the application for the west streambank DNR permit has been submitted. Trail plans on the east side are nearing 90% and currently plan construction of the trail east of Alice's Road for the Spring of 2025.

2023-24 Policy Agenda: Low Priority

Alice's Road Reconstruction: Funding, Planning & Conceptual Design w/ Waukee (JM/JH) – Waukee submitted an STBG Grant for this project. Clive is the lead on this project. Staff reviewed the RFQ's and selected Snyder & Associates (Snyder) for the design work. Staff worked with Waukee and Snyder to identify the scope for the Professional Services Agreement (PSA) and Council approved the PSA in the amount of \$1,937,000, at the January 11, 2024, Council meeting. An STBG grant was submitted and received \$500,000 for the Phase 3 project. Snyder updated and discussed the project with Council at the April 11, 2024 Council meeting. Snyder updated and discussed the project with Wauke at their May 13th workshop. A public hearing was held in Waukee on June 11th. **Phase 1 has been divided into two projects, Phase 1A and Phase 1B, with Phase 1A reconstructing Alice's Road from south of Horizon to just south of Dellwood and Phase 1B from south of Dellwood to south of Douglas. In addition, the intersection of Berkshire and Douglas has been broken into a separate phase. The design of that intersection will require a PSA for the work and will be presented to Council this fall.**

2023-24 Management Agenda Actions: Low Priority

Snow Removal Policy and Related Ordinances (JM & JF) - This includes a review of the City's Snow Removal Policy and related Ordinances.

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

Plan for Converting Radio to Fiber Communications in Water Distribution System (JF/KF) – The City currently utilizes radio communications for meter reads and water system information. Staff plans to identify the scope necessary to connect the entire water system via fiber.

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

Public Work Lobby and Breakroom Security (JM & JS) – This includes improvement to the Public Works breakroom, lobby, and security. The plans have been prepared and will be going through a review process. Construction will be completed in the winter of 24/25.

WRA Parallel Trunk Sewer (JM) – The WRA is preparing to install a parallel trunk sewer that will pass through the Clive greenbelt from NW 73rd Street to west of NW 128th Street where it crosses Hickman Road into Urbandale. Staff met with the WRA's consultant on August 7, 2023. **Staff received 60% plans and met with the Consultant on July 25' 2024 to go over the plans. Staff will be working with the Consultant as they work to acquire the necessary easements for the WRA trunk line.**

2023-24 Management In Progress

PW Crews Uniform Vendor Process Improvement (JM/JF) – The City purchased high-visibility t-shirts for the crews for summer months. The uniform contract with Aramark has been amended. The City has purchased safety t-shirts (short and long sleeve) for staff and staff is washing their shirts. Staff has received the new pants.

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

Citywide Fleet Numbering Change Over (JF & JS) – The City's fleet has grown which has created issues with duplicate vehicle numbers between departments. With the new fleet management software unique vehicle numbers are needed. Staff set up a new numbering system that provided unique numbers for each vehicle and piece of equipment in the City's Capital Equipment Program (CEP). The new numbering system was incorporated into the CEP update that was presented to Council on September 28, 2023. Changing of the numbers on the vehicles has been completed.

Staff CDL Training Program (JM & JF) – New requirements for obtaining a Commercial Driver's License (CDL) have been established that include online training and classroom training. The costs and time associated with obtaining a CDL become an issue. In addition, hiring new staff that already have a CDL has become difficult. Staff has researched options and has found a company in Ankeny, CDL Now, that provides the necessary training and provides the truck for their students to drive. The cost is \$1,050 per person, which is less than half of other options. One Public Works employee has obtained their CDL through this company and a second one is scheduled to drive on October 18, 2023. Based on how well this company has performed, staff will formalize a policy and present it to Council.

MetroNet Project: Completion (CS/JA) – MetroNet is currently working on the build-out. Staff met with MetroNet on November 30, 2022, and MetroNet provided an update at the February 23, 2023, Council Meeting. MetroNet provided another update to the City at the October 12th Council Meeting and plans to complete their work this year. MetroNet has completed their buildout.

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

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

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

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

Public Works ROW Online Permitting Process (JF) – Community Development and Public Works are working on selecting online permitting software. A vendor has been selected and implementation has started with Community Development. Public Works is the last Department to implement the new software. **Public Works has transitioned to on-line permitting for all ROW permits and oversize/overweight permits. Public Works staff is currently working with applicants to help them through the online process.**

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

Purchase Trailer Outfitted with Heat (JF) – The City identified a need to have facilities to protect employees working on emergency repairs in extreme weather conditions. A heated utility trailer was identified as the preferred solution. The purchase of the trailer was approved at the September 28, 2023, Council meeting. The trailer has been received and the trailer has been outfitted. The trailer has been used for the last 2 water main breaks.

Utility Asset and LIDAR Data GIS Update () - This has not started.

City Water Quality Monitoring Reports (RT) – This is a study conducted by Iowa State University to measure the effectiveness of the City's stormwater management requirements. The study has been completed and the report will be presented to Council on October 26, 2023.

2023-24 Major Projects

2023 Berkshire and Boston Street Light LED Relamp (CS) – This work has been completed.

2024 Berkshire and Boston Street Light LED Relamp (CS) – This work will be completed in the Fall of 2024.

2023 Walk/Don't Walk Countdown Signals: Installation (CS) – Staff has completed the installations at 142nd & University, PetSmart entrance and University and 94th and University.

2024 Walk/Don't Walk Countdown Signals: Installation (CS) – This work will be completed in the Fall of 2024.

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

2023-24 Annual Sewer Lining Program (JM) – The Public Hearing was set at the October 26, 2023, City Council Meeting and was held at the December 14, 2023 Council Meeting. The Contract was awarded to Hydro Klean. Hydro Klean has completed the work and Council accepted the project at the March 28, 2024 Council meeting. Approval of the final payment, release of retainage, will be on the April 25, 2024 Council agenda.

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

NW 128th & Hickman Intersection Improvements (JM/JH) – This project includes improvements to the NW 128th and Hickman Road intersection. An Iowa Clean Air Attainment Grant (ICAAP) application was submitted, and the Project received an award of \$1.137 million for the project. An application was submitted for a Transportation Safety Improvement Program (TSIP) grant and the project was awarded a \$500,000 grant. The project received \$700,000 in STBG funding (funding would be for 2023 and would be a reimbursement). The I-35/80 & US 6 (Hickman) Interchange Justification Report (IJR) is now complete and Snyder and the IDOT presented the findings to the City at a Joint meeting with the Urbandale City Council on June 11, 2021. The DOT is the lead on the NW 128th and Hickman (US 6) intersection improvements project. The DOT will pay for the design and construction administration and inspection. The Iowa DOT has awarded the contract to Reilly Construction Co. Inc. The contractor started construction in 2022. Work was scheduled for completion scheduled in November of 2022, but will not be completed until late 2023. The Contractor has completed construction of the roadway improvements and the intersection is open. Restoration and a few items remain.

Harbach Boulevard Reconstruction Phase 1 – 78th to 82nd: Design, ROW Acquisition & Construction (JH/JC) – This project was awarded, and staff finalized the necessary ROW and easements. The contractor has completed stages 1, 2 and 4 and part of stage 3, the final stage. The contractor completed the work on the driveways and the sidewalks on one side of Harbach. This project was closed out and an agreement to complete was executed with the paving contractor to grind or replace some of the concrete that has an unacceptable finish. The paving contractor has completed the grinding.

Indian Hills Woods Stream Restoration – Phase 3: Construction (RT/JS) - Public Works has completed the work on Phases 1 & 2, south of Lincoln. Phase 3 will complete the work north of Lincoln. Staff has completed work on Phase 3.

Meredith Drive & Alice's Road Intersection Project: Design & Construction (JH) – Urbandale is the lead on this project. Staff is currently reviewing check plans and working on ROW and easements. Construction on this project is currently in progress. The intersection of Alice's Road and Meredith is currently closed. The contractor has paved the Meredith mainline east of Alice's Road and is working on the hand pours. The intersection of Meredith and Alice's road is open and the signals are operational. The remaining portion of work in Clive is scheduled to be completed in the Spring of 2023. The Contractor has completed the pavement restoration in the Clive portion of the project and Meredith is now open to the west of Alice's Road. Work has been completed. The final invoices have been received and paid.

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

Hickman Road & Berkshire Parkway/SE Waco Place Intersection Improvements (JH/CS) – This is a shared project with the City of Waukee. Bids were initially received on November 2, 2021. After receiving only one responsive bid, staff recommended, and Council rejected the bids. Following rejection of the bids, Waukee requested that the project be revised to include improvements to Hickman and SE Brick intersection. Bids were received for the revised project on July 20, 2022, and the project was awarded to Minturn, Inc. (\$1,398,084.95) at the July 28, 2022, City Council meeting. Completion of the project will be in 2023. A pre-construction meeting was held on March 20, 2023. The contractor has completed the work, the signals are now in service, and all punch list items have been addressed. Staff is working on closing out this project and completing the assessments.

2023 PCC Pavement Rehabilitation Project (JM/JH) – The project has been designed and bids will be received on February 15, 2023. The project focuses on the area north of Country Club Lake between Woodlands Parkway and NW 144th. The Project was awarded to The Concrete Company at the February 23, 2023, Council Meeting. The contractor has completed the project, and the City has accepted the project.

2024 Pavement Rehabilitation Projects (JH & JC) – (A) Residential PCC Patching - This project was awarded at the February 8, 2024 Council meeting, to The Concrete Contracting Company in the amount of \$591,506.25. The preconstruction meeting was held on March 12, 2024. The Contractor has completed the work on this project. Staff is working on closing out the project. (B) Arterial PCC Patching – This project was awarded at the February 1, 2024 Council meeting, to The Concrete Contracting Company in the amount of \$985,337.50. The contractor is currently working on University at night and on NW128th during the day. (C) Asphalt Overlay – The project was awarded at the March 14, 2024, to Des Moines Asphalt in the amount of \$508, 646.30. A preconstruction meeting was held on April 18, 2024. **The contractor has placed the asphalt overlay. Sidewalks, ramps and boxouts remain.**

West University Pump Station Improvements Project (JH/JC/KF) – This project includes the upgrading of the pump station controls and the covering of the station. Council approved a PSA with Snyder and Associates and the design process started with a kickoff meeting on April 21, 2022. The consultant is working on the project and has identified 2 options. Staff met with Snyder on April 18, 2023, and discussed the options. Snyder met with staff on August 2nd to review the preliminary plans. Staff met with Snyder on March 28, 2024. Snyder is updating the opinion of probable cost (OPC) and will finish preliminary plans in preparation for submitting a mitigation funding grant. **Doug Ollendike obtained state assistance on preparation of the grant and staff will begin meeting on August 16, 2024 to start the grant application process.**

Citywide Bridge Repair Project (JH/JC) – The City currently has a contract with Calhoun-Burns to identify the specific scope of the project. This project includes restoration of the barriers on the NB NW 128th Street bridge. Calhoun-Burns has completed the plans for this project. The project was awarded at the October 12, 2023, Council meeting. The contractor has completed the work on this project and the retainage will be released on May 23, 2024.

Lake Pointe Drive Reconstruction - University Ave to NW 138th Street (JH) - Staff has completed the design and bids will be received on February 15, 2023. The Project was awarded to the Alliance Construction Group at the February 23, 2023, Council Meeting. The Contractor has completed the work and the City has accepted the work.

2024 ACT Cabinet and GridSmart Detection at 128th & Sunset (CS) – This work is planned for the summer of 2024.

2023 Water Main Replacement Project: NW 104th/Rio Valley Area – Phase 2 (JH) – Final plans have been completed. This project is Phase 2 of the NW 104th Area water main replacement project, with the north ½ of the area being in Phase 1 and the south ½ of the area being Phase 2. The north ½, Phase 1, has been substantially completed. The south ½, Phase 2, was let on February 1, 2023, and the Council awarded the project to J & K Construction at the February 9, 2023, City Council Meeting. The Contractor has completed the work and staff is working on closing out the project.

Hickman Road & NW 161st Street Traffic Signalization Project Design (JH) – This is a shared project between Clive (75%) and Waukee (25%). The City of Clive (Clive) approved a site plan for the construction of a new Fareway store at the intersection of NW 161st Street and Hickman Road. As part of the Iowa DOT review, the DOT required that the intersection be signalized and the first intersection to the east be closed. The DOT said it would allow the store to open prior to the completion of the improvements, but the improvements need to be installed as soon as possible. Staff approved a PSA with Snyder & Associates for the signalization, median modifications, and some improvements on the south side of Hickman. Snyder completed the 90% plans and submitted them to the Iowa DOT for review.

Due to new development being proposed on the southeast corner of the intersection, Clive and Waukee have requested that the improvements on the south side of Hickman be removed from this project and the project proceed with the signalization and median improvements. The improvements on the south side of Hickman will be let in a separate project and will include the completion of the street with a divided median from Hickman south to the corporate limit. The original project will be let in April. The Council approved a PSA with Snyder for the design of the improvements south of Hickman at the March 9, 2023, City Council meeting. Bids have been received and the contract was awarded at the April 27, 2023, Council Meeting. The work has been completed and the signals are active. Staff is working to close out the project.

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

12" Water Valve Replacement – Country Club Blvd – (KF) – This has been completed

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

Temporary Emergency Water Connection to Waukee (JC) – The area north of Little Walnut Creek (LWC) and west of Alice's Road is fed by a single water main that crosses LWC. Staff has been working to establish an emergency connection with either Urbandale or Waukee to provide water to this area in the event the water main across LWC is compromised. A connection with Waukee was determined to be the best option. As the water main was being installed in Shadow Creek west, an extension was installed from the new water main to Warrior Lane. A connection across Warrior Lane will be the final piece and will require DNR approval and a

boring of Warrior Lane. Staff has completed the plans and a 28E agreement has been executed with Waukee. The DNR has issued the permit. With the OPC being less than the bid threshold, staff requested quotes from multiple contractors. The Quotes was approved by Council on May 23, 2024. The contractor has completed the work and staff is working on closing out the project.

Harbach Boulevard Reconstruction Phase 2 – 82nd to 86th: Design, ROW Acquisition & Construction (JH/JC) –

Staff has developed preliminary plans. This project is currently on hold to allow coordination with the proposed Linnan Park improvements. The conceptual design of this section of Harbach will be completed by a consultant as part of the Linnan Park improvements design. Engineering will complete the final design of the Harbach reconstruction after the consultant provides the conceptual design for the street. The design PSA has been approved and includes the consultant providing the City with 30% plans for the street. Staff is working to find a time in the next 3 weeks to meet with the consultant to review the 30% plans. We will begin working on final plans once we receive the completed 30% plans.

NW 99th Court Reconstruction (JH & JC) – This project was added during the CIP approval process. Staff is waiting on survey needed to start the design of the improvements. Staff held a preliminary public engagement meeting with the residents on September 13, 2023. Staff held a preliminary public engagement meeting with the residents on September 13, 2023. This project was awarded at the February 8, 2024 Council meeting, to Mainline Construction in the amount of \$1,521,703.44. A second public engagement meeting was held with residents on Tuesday, March 5, 2024. The preconstruction meeting was held on March 14, 2024 and the contractor started working on the project on April 29, 2024. **The contractor completed the work on stage 1 on time and received the stage 1 incentive. The contractor has completed mainline paving on stage and is ahead of schedule to meet the August 28, 2024 completion date for stage 2. The contractor plans to start stage 3 after Labor Day.**

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

2023 ACT Cabinet and GridSmart Detection at NW 86th & Franklin (CS) – All materials have been received expect the ACT Cabinet battery backup. Staff has obtained the necessary easement for the relocation of the traffic cabinet. The project involves the relocation of the cabinet (not just replacing). **The cost of the project was more than what was available in the FY 24 budget. Staff included the additional costs needed to complete the project in the FY 25 budget and will include the contractor's quote for the work on the August 22, 2024 Council agenda for approval.**

2024 SE Legacy Pointe Reconstruction (JH) - This is a joint project with Waukee and includes the completion of the 4-lane divided street south of Hickman. Clive is the lead on the project. Snyder and Associates is the Consultant designing the project. The contract was awarded at the March 14, 2024 Council meeting to Sternquist Construction in the amount of \$559,455.00. The preconstruction meeting was held on April 18, 2024. **The Contractor has completed mainline paving and is working on the hand pours.**



Memo

TO: Mayor and Council members

FROM:

DATE: August 22, 2024

RE: Treasurer's Report - July 2024

SYNOPSIS:

Please see the attached report.

Attachments:

1. July 24 Treasurer's Report

To the Mayor and City Council:

TREASURER'S MONTHLY REPORT - CITY OF CLIVE

July 31, 2024

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

CASH

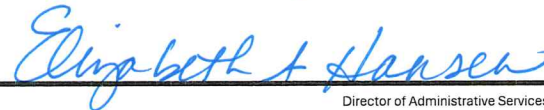
FUND	Clerks' Balance Last Report	Revenue	Expenditures	Flex PR Clearing - Net Change	Clerk's Balance	Outstanding Checks	Treasurer's Balance
GENERAL	12,104,156.95	1,023,754.84	1,818,103.38	1,268.87	11,311,077.28	324,984.61	10,986,092.67
ROAD USE	1,913,955.16	211,649.94	128,533.06	-	1,997,072.04	2,202.94	1,994,869.10
LOCAL OPTION SALES TAX	652,084.80	381,526.36	0.00	-	1,033,611.16	0.00	1,033,611.16
TIF	270,371.77	2,648.71	0.00	-	273,020.48	0.00	273,020.48
POLICE K-9	2,548.76	0.00	225.00	-	2,323.76	0.00	2,323.76
TRUST & AGENCY	3,269,722.41	20,979.80	234,496.27	-	3,056,205.94	34,420.94	3,021,785.00
POLICE SEIZURES	29,681.72	0.00	0.00	-	29,681.72	0.00	29,681.72
SERT	0.00	0.00	0.00	-	0.00	0.00	0.00
DEBT SERVICE	1,583,900.13	15,921.87	0.00	-	1,599,822.00	0.00	1,599,822.00
CAPITAL PROJECTS	36,369,514.94	367,093.38	1,129,118.76	-	35,607,489.56	101,799.81	35,505,689.75
SPECIAL ASSESSMENT	0.00	0.00	0.00	-	0.00	0.00	0.00
WATER UTILITY	9,509,513.49	554,130.06	343,013.63	-	9,720,629.92	1,615.66	9,719,014.26
WATER UTILITY DEPOSIT	362,807.12	7,300.00	4,142.07	-	365,965.05	2,389.83	363,575.22
WATER IMPROVEMENT	7,988.15	0.00	0.00	-	7,988.15	0.00	7,988.15
SEWER UTILITY	7,010,104.40	329,434.29	357,829.30	-	6,981,709.39	408.95	6,981,300.44
STORM WATER	509,412.55	149,647.17	199,070.88	-	459,988.84	158,024.44	301,964.40
INTERNAL SERVICES	1,048,170.01	19,071.56	379,073.97	-	688,167.60	328,961.62	359,205.98
SUBTOTAL	74,643,932.36	3,083,157.98	4,593,606.32	1,268.87	73,134,752.89	954,808.80	72,179,944.09
PETTY CASH	700.00	0.00			700.00		700.00
TOTAL COMB CASH	74,644,632.36	3,083,157.98	4,593,606.32	1,268.87	73,135,452.89	954,808.80	72,180,644.09
EBS- PSF FUNDING	274,722.00	0.00	0.00		274,722.00		274,722.00
GRAND TOTAL	74,919,354.36	3,083,157.98	4,593,606.32	1,268.87	73,410,174.89	954,808.80	72,455,366.09

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

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



Finance Manager



Director of Administrative Services/ Treasurer

CITY OF CLIVE
COMBINED CASH INVESTMENT
JULY 31, 2024

COMBINED CASH ACCOUNTS

999-10100	CASH	73,061,108.14	
999-10101	PETTY CASH	700.00	
999-10106	EBS- PSF	274,722.00	
999-10110	XPRESS DEPOSIT ACCOUNT	73,644.75	
TOTAL COMBINED CASH			73,410,174.89
TOTAL ALLOCATED CASH			(73,410,174.89)
TOTAL UNALLOCATED CASH			.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND		11,311,077.28
110	ALLOCATION TO ROAD USE TAX		1,997,072.04
121	ALLOCATION TO LOCAL OPTION SALES TAX		1,033,611.16
123	ALLOCATION TO TIF FUND		273,020.48
167	ALLOCATION TO POLICE K9	2,323.76	
168	ALLOCATION TO T & A FUND - BENEFITS & INSUR	3,010,413.09	
169	ALLOCATION TO T & A FUND - LIBRARY	17,271.73	
170	ALLOCATION TO T & A FUND - PUBLIC ART MAINT	21,102.00	
172	ALLOCATION TO PSF- EBS ACCOUNT	274,722.00	
174	ALLOCATION TO T & A FUND - PARK RESERVE	8,011.31	
TOTAL T&A			3,333,843.89
177	ALLOCATION TO FORFEITURES/EQUITABLE SHARING		(592.19)
178	ALLOCATION TO POLICE SEIZURES		29,681.72
200	ALLOCATION TO DEBT SERVICE		1,599,822.00
330	ALLOCATION TO CAP PJTS - TIF PROJECTS	23,361.59	
331	ALLOCATION TO CAP PJTS - AMERICAN RESCUE PLN	2,970,660.76	
332	ALLOCATION TO CAP PJTS - SOIL QUALITY RES	3,585.53	
333	ALLOCATION TO CAP PJTS - HICKMAN RD ADAPTIVE	72,479.37	
334	ALLOCATION TO CAP PJTS-TRAFFIC IMPROVE & SAF	(894,063.93)	
337	ALLOCATION TO CAP PJTS - PUBLIC SAFETY FACIL	24,839.15	
339	ALLOCATION TO CAP PJTS -NW 86TH LAND ACQ	86,398.85	
340	ALLOCATION TO CAP PJTS- UNIV BLVD FLD MIT PL	2,657.16	
341	ALLOCATION TO CAP PJTS - FLOOD ALERT	38,330.39	
342	ALLOCATION TO CAP PJTS - FLOOD PRONE PROPERT	1,355,271.35	
345	ALLOCATION TO CAP PJTS - EMERALD ISLE DEVEL	386,826.50	
346	ALLOCATION TO CAP PJTS - 2022 HMGP SUBAWARD	506,423.50	
348	ALLOCATION TO CAP PJTS - FLD BUYOUT TEMP PK	250,000.00	
350	ALLOCATION TO CAP PJTS- CITY FACILITY IMPR	3,559,424.43	
351	ALLOCATION TO CAP PJTS - CODE ENF PROJ	(46,731.25)	
356	ALLOCATION TO CAP PJTS - WEST PET	18,618.91	
357	ALLOCATION TO CAP PJTS - WATER RESOURCE GRTS	10,000.00	
358	ALLOCATION TO CAP PJTS - TREE SALE	4,199.80	
366	ALLOCATION TO CAP PJTS-PORTER SHELTER AREA	209,588.00	
369	ALLOCATION TO CAP PJTS - CAMPBELL REC AREA	31,977.00	
371	ALLOCATION TO CAP PJTS - N NEIGHB PK LAND	66,394.90	
372	ALLOCATION TO CAP PJTS -CANARY PARK DEVELOP	24,199.22	
374	ALLOCATION TO CAP PJTS - GREENBELT LANDING	7,059,846.70	
375	ALLOCATION TO CAP PJTS - GREENBELT MGMT PLAN	152,266.90	
382	ALLOCATION TO CAP PJTS - 86TH ST IMPL PLAN	40,000.00	

CITY OF CLIVE
COMBINED CASH INVESTMENT
JULY 31, 2024

386	ALLOCATION TO CAP PJTS - ALICES RD PARK	100,000.00	
387	ALLOCATION TO CAP PJTS - LINNAN PK	3,034,936.04	
388	ALLOCATION TO CAP PJTS - INDIAN HILLS PARK	280,182.75	
389	ALLOCATION TO CAP PJTS - LITTLE WALNUT CREEK	8,120,499.90	
390	ALLOCATION TO CAP PJTS - CIRKSENA PARK	121,682.99	
391	ALLOCATION TO CAP PJTS - TRAIL PAVE/PARK CAP	22,638.53	
392	ALLOCATION TO CAP PJTS -CITY WIDE SIGN PROG	37,920.83	
395	ALLOCATION TO CAP PJTS - HARBACH RECON	110,610.07	
396	ALLOCATION TO CAP PJTS - NW 128TH & HICKMAN	881,219.15	
398	ALLOCATION TO CAP PJTS - MEREDITH/ALICE RD	280,688.89	
399	ALLOCATION TO CAP PJTS - NW161ST/HICKMAN RD	(465,495.77)	
400	ALLOCATION TO CAP PJTS - NW161ST/HICKMAN LP	750,000.00	
427	ALLOCATION TO CAP PJTS - STORM WATER CAPITAL	94,679.89	
429	ALLOCATION TO CAP PJTS - SEWER REHAB	180,092.17	
430	ALLOCATION TO CAP PJTS - METER/VALVE CHG OUT	(8,832.22)	
433	ALLOCATION TO CAP PJTS - SEWER CAPITAL	500,185.28	
435	ALLOCATION TO CAP PJTS - WATER CAPITAL	362,360.00	
454	ALLOCATION TO CAP PJTS - NORTH NEIGHBOR IMPR	155,753.98	
457	ALLOCATION TO CAP PJTS - N NEIGH ARTERIAL RD	793,256.55	
462	ALLOCATION TO CAP PJTS - HICKMAN I-35/80 INT	317,540.67	
464	ALLOCATION TO CAP PJTS -ALICES RD IMPROV	2,569,410.34	
465	ALLOCATION TO CAP PJTS - NW 142ND ST PAVE RE	120,930.19	
468	ALLOCATION TO CAP PJTS - N NEIGHBOR ST LIGHT	2,656.01	
471	ALLOCATION TO CAP PJTS - 111TH & HICKMAN INT	1,079,824.96	
472	ALLOCATION TO CAP PJTS - UNIV AVE REHAB	.32	
476	ALLOCATION TO CAP PJTS - FRANCHISE ST PROJ	229,352.25	
480	ALLOCATION TO CAP PJTS - NW 99TH CT RECON	(646,252.47)	
482	ALLOCATION TO CAP PJTS-DEVELOPMENT PLANNING	8,289.65	
483	ALLOCATION TO CAP PJTS- AIRPORT TERMINAL	517,260.00	
485	ALLOCATION TO CAP PJTS - PUBLIC ART CAPITAL	99,543.78	
TOTAL PROJECTS			35,607,489.56
TOTAL SPECIAL ASSESMENTS			.00
600	ALLOCATION TO WATER UTILITY FUND	9,720,629.92	
601	ALLOCATION TO WATER UTILITY DEPOSIT FUND	365,965.05	
604	ALLOCATION TO WATER IMPROVEMENT FUND	7,988.15	
610	ALLOCATION TO SEWER UTILITY FUND	6,981,709.39	
740	ALLOCATION TO STORM WATER FUND	459,988.84	
810	ALLOCATION TO INTERNAL SERVICE FUND	688,167.60	
830	ALLOCATION TO PETTY CASH FUND	700.00	
TOTAL			18,225,148.95
TOTAL ESCROW ACCOUNT			.00
TOTAL ALLOCATIONS TO OTHER FUNDS			73,410,174.89
ALLOCATION FROM COMBINED CASH FUND - 999-10111		(73,410,174.89)	
ZERO PROOF IF ALLOCATIONS BALANCE			.00

CLIVE CITY COUNCIL MEETING MINUTES

Regular Session

August 8, 2024

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: Susan Judkins (via Zoom), Eric Klein, Michael McCoy, Srikant Mikkilineni, Ted Weaver (via Zoom). Absent: None. Public access was provided in-person at City Hall, and virtually via Zoom platform. Information on how to access via Zoom was provided on social media, posted with the agenda at City Hall and on the city website, cityofclive.com

Approval of the Agenda

Eric Klein moved approval, seconded by Michael McCoy. Roll Call: Ayes: Judkins, Klein, McCoy, Mikkilineni, Weaver. Motion carried.

Consent Items

Eric Klein moved approval, seconded by Srikant Mikkilineni. Roll Call: Ayes: Judkins, Klein, McCoy, Mikkilineni, Weaver. Motion carried. a. City Manager Memo; b. Minutes 07/25/2024; c. Bill List; d. Approve New Retail Alcohol License (New Ownership) - Aura Restaurant and Lounge - 12851 University Avenue, Suite 400; e. Approve Retail Alcohol License Renewal - Rookies Sports Bar - 2180 NW 156th Street, Suite 107, 108, 109; f. Approve Retail Alcohol License Renewal - Cracker Barrel 144 - 11701 University Avenue; g. **Resolution 2024-192** Approving Temporary Street Closing - Block Party - Portions of Sunset Terrace - Saturday, August 31, 2024 - 1:00 p.m. - 10:00 p.m.; h. **Resolution 2024-193** Approving Temporary Street Closing - Block Party - NW 183rd Street and NW Valleyview Drive. - Friday, September 13, 2024 - 5:00 p.m. - 11:00 p.m.; i. **Resolution 2024-194** Approving Temporary Street Closing - Block Party - Lincoln Avenue at 123rd Street and 124th Street at Lincoln Avenue - Saturday, August 31, 2024 - 4:00 p.m. - 11:00 p.m.; j. **Resolution 2024-195** Approving Temporary Street Closing - Block Party - NW 155th Court - Saturday, August 24, 2024 - 5:00 p.m. - 11:00 p.m.; k. Approve Pay Request #2 - The Concrete Company - 2024 Arterial PCC Pavement Rehabilitation Project - \$455,363.50; l. Approve Pay Request #2 - J&K Contracting - NW Alderleaf Drive Water Connection - \$2,067.90; m. Approve Pay Request #2 - Des Moines Asphalt and Paving - 2024 Residential HMA Pavement Rehabilitation Project - \$263,247.65; n. Approve Pay Request #4 - Mainline Construction - NW 99th Court Reconstruction - \$265,092.13; o. Approve Pay Request #4 - Alliance Construction Group - NW 114th Street Reconstruction - \$114,289.69; p. Approve Pay Request #4 - Indian Hills Trail & Bridge Project - Absolute Concrete - \$37,466.22; q. Approve Pay Request #4 - The Concrete Company - 2024 Residential PCC Pavement Rehabilitation Project - \$60,418.10; r. Approve Pay Request #7 - Snyder & Associates - Alice's Road Reconstruction - Phase 1 Design - \$81,010.36; s. Approve Pay Request #8 - Smithgroup - Linnan Redesign Project - \$15,619.60; t. Approve Pay Request #9 - Smithgroup - Linnan Redesign Project - \$7,809.80; u. **Resolution 2024-196** Accepting Rio Valley Water Main Replacement Phase 2 Project; v. **Resolution 2024-197** Approving Additional Payment for the Emerald Isle Drive Public Improvements Related to Iowa Trust and Savings Bank Plat 1; w. **Resolution 2024-198** Approving Cybersecurity Incident Response Plan Updates; x. **Resolution 2024-199** Approving a Preconstruction Agreement for the I35/80 & Hickman Project; y. Approving submission of grant application to Iowa DNR REAP Grant Program for Little Walnut Creek Trail - \$125,000.00; z. **Resolution 2024-200** Accepting 1st Amendment to Permanent Surface Water Flowage, Storm Sewer and Detention Area Easement for Deer Ridge West Plat 3, Lot 69 - 15037 Buena Vista DR; aa. **Resolution 2024-201** Accepting 1st Amendment to Storm Sewer Easement for Karp Plaza Plat 1, Lot 7 - 10944 Hickory DR; ab. **Resolution 2024-202** Approving the Suspension of Civil Service Commission Practices; ac. Approve Pay Rate - Brian Kempnich - Police Sergeant - \$46.28/Hr - Effective 08/09/2024; ad. Approve Pay Rate - Gabriel Bolanos - PT Firefighter/EMT - \$18.16/Hr - Effective 08/09/2024; ae. Approve Pay Rate - Jacob Langlitz - PT Firefighter/EMT - \$18.16/Hr - Effective 08/09/2024; af. Approve Pay Rate - Conner Seymour - PT Firefighter/EMT - \$18.16/Hr - Effective 08/09/2024; ag. Approve Pay Rate - Nathaniel Bair - PT Firefighter/EMT - \$18.16/Hr - Effective 08/23/2024; ah. Approve Pay Rate - Nathan Schiltz - PT Firefighter/EMT - \$18.16/Hr - Effective 08/09/2024; ai. Approve Pay Rate - Joshua Tatman - Public

Works Senior Operations Specialist - \$33.43/Hr - Effective 10/06/2024; aj. Approve Pay Rate - Cole Patava - PT Firefighter/EMT - \$18.16/Hr - Effective 08/09/2024.

Oath of Office

1. **New Police Officers**
 - a. Jermaine Allen
 - b. Shane Piteo
2. **Promotion**
 - a. Sergeant Brian Kempnich

Presentation

1. **GIS Process Improvement Presentation.** Presentation provided by Senior GIS Specialist Corey Phillips.

Action Items

1. **Approve Retail Alcohol License Renewal - European Flavors - 1150 73rd Street.** Srikant Mikkilineni moved to consider this previously tabled item, seconded by Eric Klein. Roll Call: Ayes: Judkins, Klein, McCoy, Mikkilineni, Weaver. Motion carried. City Clerk Matthew Graham presented the matter to Council and explained that consideration of this application had been tabled previously to allow the applicant a chance to address an outstanding bootlegging charge and outstanding fire reinspection fees. Matthew further explained that the license applicant, Alexander Litvak, has addressed these issues to the satisfaction of the Staff and it is now Staff's recommendation to approve this license application. Eric Klein moved approval of the Retail Alcohol Sales License, seconded by Srikant Mikkilineni. Roll Call: Ayes: Judkins, Klein, McCoy, Mikkilineni, Weaver. Motion carried.
2. **Resolution 2024-203 Approving Amendments to the Clive Stormwater Management Manual.** Assistant City Manager Pet De Kock presented the matter to Council and recommended approval. Michael McCoy moved approval, seconded by Eric Klein. Roll Call: Ayes: Judkins, Klein, McCoy, Mikkilineni, Weaver. Motion carried.
3. **Resolution 2024-204 Authorizing Charging and Fueling Infrastructure Regional Grant Application.** Assistant City Manager Pet De Kock presented the matter to Council and recommended approval. Michael McCoy moved approval, seconded by Srikant Mikkilineni. Roll Call: Ayes: Judkins, Klein, McCoy, Mikkilineni, Weaver. Motion carried.

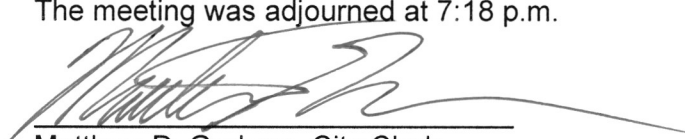
Discussion

1. **Clive Communications Performance and Future Opportunities.** Discussion facilitated by Assistant City Manager Pet De Kock.

Reports

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

The meeting was adjourned at 7:18 p.m.


Matthew D. Graham, City Clerk

John D. Edwards, Mayor

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

Bill List Claims	\$	3,723,490.60
(08/06/2024 - 08/19/2024)		
Payroll		
(08/09/2024)		476,408.64
Total	\$	4,199,899.24

Of the total payrolls, \$427.62 are expense reimbursements.


Elizabeth Hansen, Director of Administrative Services

Date: 8/19/2024

Dated: _____

City Council:

- Srikant Mikkilineni
- Eric Klein
- Ted Weaver
- Michael McCoy
- Susan Judkins

Date Paid	Vendor Name	Description	Amount Paid
08/08/2024	ABSOLUTE CONCRETE	INDIAN HILLS TRAIL/BRIDGE PRJCT PAY REQ 4	37,466.22
08/19/2024	ACCESS SYSTEMS	TONER	370.99
08/19/2024	ACCO	CAC CHEMICALS	3,393.70
08/19/2024	ACCO	CAC CHEMICALS	3,762.00
08/19/2024	ACCO	CAC CHEMICALS	293.10
08/19/2024	ACCURO SOLUTIONS, LLC	411 MED CLAIM ADMIN	43.20
08/19/2024	ACME TOOLS	SHOP SUPPLIES	21.97
08/19/2024	ACME TOOLS	BATTERY	49.00
08/09/2024	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 8/3/2024	164.87
08/08/2024	ALLIANCE CONSTRUCTION GROUP LLC	NW 114TH ST RECON PAY REQ 4	114,289.69
08/19/2024	ALPHA CARD	SUPPLIES	611.90
08/19/2024	AMAZON CAPITAL SERVICES	FIRE EXTINGUISHER PLASTIC TAMPER TIES	29.96
08/19/2024	AMAZON CAPITAL SERVICES	STENNER PUMP CHECK VALVES	63.40
08/19/2024	AMAZON CAPITAL SERVICES	SUPPLIES	103.10
08/19/2024	AMAZON CAPITAL SERVICES	CAC BLOWER FAN BUCKET CANNON PIT	205.97
08/19/2024	AMAZON CAPITAL SERVICES	A103 FUEL SYSTEM PARTS	53.52
08/19/2024	AMAZON CAPITAL SERVICES	CAC CONCESSIONS	369.90
08/19/2024	AMAZON CAPITAL SERVICES	SUPPLIES	38.01
08/19/2024	AMAZON CAPITAL SERVICES	MISC SUPPLIES	65.71
08/19/2024	AMAZON CAPITAL SERVICES	SUPPLIES	120.87
08/19/2024	AMAZON CAPITAL SERVICES	GROUPS MAINT	162.00
08/19/2024	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	131.46
08/19/2024	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	94.96
08/19/2024	AMAZON CAPITAL SERVICES	BALLFIELD ELECTRICAL	16.48
08/19/2024	AMAZON CAPITAL SERVICES	BRUSH PANTS	99.98
08/19/2024	AMAZON CAPITAL SERVICES	REFUND BRUSH PANTS	49.99
08/19/2024	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	74.15
08/09/2024	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 8/3/2024	850.84
08/19/2024	ANKENY SANITATION	TRASH DUMPSTER	75.00
08/19/2024	ARNOLD MOTOR SUPPLY	PARTS	95.71
08/19/2024	ARNOLD MOTOR SUPPLY	SHOP SUPPLIES	209.46
08/19/2024	ARNOLD MOTOR SUPPLY	VEHICLE REPAIR	48.72
08/19/2024	ARNOLD MOTOR SUPPLY	PARTS	151.35
08/19/2024	ARNOLD MOTOR SUPPLY	PARTS	50.45
08/19/2024	ARNOLD MOTOR SUPPLY	PARTS	205.74
08/19/2024	AT & T MOBILITY	GPS DATA PLAN	35.29
08/19/2024	ATLANTIC BOTTLING	CAC CONCESSIONS	167.38
08/19/2024	ATLANTIC BOTTLING	CAC CONCESSIONS	121.06
08/19/2024	AUREON COMMUNICATIONS	INTERNET	888.00
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS - CHILDREN	9.52
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS- ADULT	83.09
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	17.09
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS- ADULT	161.85
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS- ADULT	272.69
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	22.80
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS- ADULT	99.77
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	17.10
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS- ADULT	63.27
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	32.48
08/19/2024	BAKER & TAYLOR BOOKS	BOOKS- ADULT	145.25
08/19/2024	BANNER FIRE EQUIPMENT INC	L325 PLUG END FOR SIDE DOOR	22.15
08/19/2024	BANNER FIRE EQUIPMENT INC	L324 - 4 SPRING PIVOTS	44.07
08/19/2024	BEHLE INC	STONE GATE PARK SEWER LINE REPAIR	6,024.95
08/19/2024	BIBLIOTHECA	LIB CHECKOUT	6,014.10
08/19/2024	BLANK PARK ZOO	FSS TRIP	125.00
08/19/2024	BOUND TREE MEDICAL LLC	EMS SUPPLIES	58.82
08/19/2024	BOUND TREE MEDICAL LLC	EMS SUPPLIES	44.50
08/19/2024	BOUND TREE MEDICAL LLC	EMS SUPPLIES	348.87

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	BOUND TREE MEDICAL LLC	EMS SUPPLIES	257.18
08/19/2024	BRAVO GREATER DES MOINES	2/7 HOTEL/MOTEL 4TH QTR FY 24	54,319.67
08/19/2024	BROTHER TRUCKER LLC	FOOD TRUCK FRI 9/13/24	1,000.00
08/19/2024	BRYAN ROCK PRODUCTS INC	GROUNDS SUPPLIES	2,031.36
08/19/2024	BULLZEYE INC	CONTRACT JANITORIAL SERVICES	2,445.75
08/19/2024	BULLZEYE INC	CONTRACT JANITORIAL SERVICES	659.17
08/19/2024	BULLZEYE INC	CONTRACT JANITORIAL SERVICES	1,441.08
08/19/2024	BULLZEYE INC	CONTRACT JANITORIAL SERVICES	9,911.00
08/19/2024	BULLZEYE INC	CONTRACT JANITORIAL SERVICES	351.50
08/19/2024	BUSINESS LETTER, THE	BUSINESS CARDS-ELDER	55.61
08/19/2024	BUSINESS LETTER, THE	BUSINESS CARDS-PHILLIPS	55.61
08/19/2024	BUSINESS LETTER, THE	BUSINESS CARDS-NISIC	55.61
08/19/2024	BUSINESS LETTER, THE	BUSINESS CARDS-SHALON-DEUR	55.61
08/19/2024	BUSINESS LETTER, THE	BUSINESS CARDS-LLAMAS	55.61
08/19/2024	BUSINESS LETTER, THE	BUSINESS CARDS- FARLOW	55.61
08/19/2024	CAPITAL CITY EQUIPMENT CO	CAPITAL EQUIPMENT PARKS TRAILER	15,247.92
08/19/2024	CAPITAL CITY EQUIPMENT CO	EQUIPMENT MAINT	80.28
08/19/2024	CARQUEST AUTO PARTS STORES	PARTS	23.44
08/19/2024	CARQUEST AUTO PARTS STORES	PARTS	29.45
08/19/2024	CDW GOVERNMENT INC	BATTERY BACKUP	178.14
08/19/2024	CDW GOVERNMENT INC	MISC HARDWARE	85.78
08/19/2024	CDW GOVERNMENT INC	SOFTWARE SUBSCRIPTION	723.95
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	613.00
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	1,197.00
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	1,086.00
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	1,795.50
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	3,078.00
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	2,082.00
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	1,624.50
08/19/2024	CENTRAL IOWA READY MIX	CONCRETE	1,710.00
08/19/2024	CHARGEPOINT, INC	CHARGE STATION	1,119.04
08/19/2024	CHARGEPOINT, INC	CHARGE STATION	301.60
08/19/2024	CHARGEPOINT, INC	CHARGE STATION	659.36
08/19/2024	CHARLES GABUS FORD	A103 OIL CHANGE	260.35
08/19/2024	CHRIS CAKES	CAC PANCAKE PADDLE EVENT	1,396.00
08/19/2024	CINTAS CORPORATION #22M	LAUNDRY	300.58
08/19/2024	CINTAS CORPORATION #22M	LAUNDRY	300.58
08/19/2024	CITY OF DES MOINES	WRA AUGUST 2024	159,309.50
08/19/2024	CLASSIC EVENTS	CLIVE FESTIVAL DANCE FLOOR	1,485.00
08/09/2024	CLIVE FIREFIGHTERS ASSOC	CURRENT PAY WITHHOLDING WITHHELD DUES - FIRE FIGHTERS Pay Perio	58.00
08/09/2024	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 8/3/2024	2,145.19
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ ANNIS	440.45
08/19/2024	COMMERCE BANK	MARKETING__ BELIEU	471.20
08/19/2024	COMMERCE BANK	MEMBERSHIP RENEWAL__ BOYLE	225.00
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ BOYLE	715.33
08/19/2024	COMMERCE BANK	SUPPLIES__ BROWN	279.18
08/19/2024	COMMERCE BANK	PESTICIDE LICENSE__ CARLSON	15.00
08/19/2024	COMMERCE BANK	CONTRACT WORK__ CLIVE PARKS & REC STAFF	6,459.20
08/19/2024	COMMERCE BANK	SUPPLIES__ CLIVE PARKS & REC STAFF	129.48
08/19/2024	COMMERCE BANK	CONCESSION SUPPLIES__ CLIVE PARKS & REC STAFF	115.46
08/19/2024	COMMERCE BANK	SUPPLIES__ DE KOCK	189.93
08/19/2024	COMMERCE BANK	PAPERLESS CAMPAIGN EXPENSE__ EASTMAN	124.53
08/19/2024	COMMERCE BANK	TRAINING__ FARLOW	32.29
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ FREESTONE	225.00
08/19/2024	COMMERCE BANK	PUBLIC RELATIONS__ GARCIA	14.99
08/19/2024	COMMERCE BANK	EQUIPMENT__ GARCIA	473.62
08/19/2024	COMMERCE BANK	CONTRACT WORK__ GARCIA	78.10
08/19/2024	COMMERCE BANK	CONCESSION SUPPLIES__ GIBBS	519.83

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	COMMERCE BANK	SUPPLIES__ GIBBS	263.20
08/19/2024	COMMERCE BANK	CONTRACT WORK__ GIBBS	2,030.71
08/19/2024	COMMERCE BANK	EQUIPMENT__ GIBBS	205.70
08/19/2024	COMMERCE BANK	SUPPLIES__ GIBBS	152.60
08/19/2024	COMMERCE BANK	SUBSCRIPTIONS__ GIBBS	82.38
08/19/2024	COMMERCE BANK	TRAINING__ GLENDY	150.00
08/19/2024	COMMERCE BANK	RECORDING FEES__ GRAHAM	326.39
08/19/2024	COMMERCE BANK	MEETING EXPENSE__ GRAHAM	98.36
08/19/2024	COMMERCE BANK	XPRESS FORM TEST__ HANSEN	1.00
08/19/2024	COMMERCE BANK	SUPPLIES__ HANSEN	112.94
08/19/2024	COMMERCE BANK	CITY HALL MEETING EXPENSE__ HANSEN	150.18
08/19/2024	COMMERCE BANK	SUBSCRIPTIONS__ HERZOG	106.40
08/19/2024	COMMERCE BANK	UNIFORM ALLOWANCE__ HERZOG	326.57
08/19/2024	COMMERCE BANK	GOAT SUPPLIES__ HUFF	298.21
08/19/2024	COMMERCE BANK	MEMBERSHIP RENEWAL__ KALLEM	250.00
08/19/2024	COMMERCE BANK	TRAINING__ KALLEM	7.69
08/19/2024	COMMERCE BANK	VEHICLE MAINT__ KALLEM	12.81
08/19/2024	COMMERCE BANK	TRAINING__ KALLEM	100.00
08/19/2024	COMMERCE BANK	EQUIPMENT MAINT__ KALLEM	318.73
08/19/2024	COMMERCE BANK	MARKETING__ KELLER	26.70
08/19/2024	COMMERCE BANK	SUPPLIES__ KELLER	1,200.00
08/19/2024	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ KELLER	11.76
08/19/2024	COMMERCE BANK	PROFESSIONAL FEES__ KEMPNICH	386.46
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ KEMPNICH	65.00
08/19/2024	COMMERCE BANK	MAINT CONTRACT__ KUZHIKANDATHIL	684.00
08/19/2024	COMMERCE BANK	OFFICE SUPPLIES__ LIBRARY STAFF	10.00
08/19/2024	COMMERCE BANK	SUBSCRIPTIONS__ LIBRARY STAFF	184.95
08/19/2024	COMMERCE BANK	CONCESSION SUPPLIES__ LUCAS	1,523.66
08/19/2024	COMMERCE BANK	CLIVE FEST__ LUCAS	1,111.62
08/19/2024	COMMERCE BANK	ADVERTISING__ LUCAS	589.17
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ LUCAS	598.82
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ LUCAS	598.83
08/19/2024	COMMERCE BANK	SUPPLIES__ LUCAS	40.66
08/19/2024	COMMERCE BANK	MEETING EXPENSE__ MARTIN	882.42
08/19/2024	COMMERCE BANK	VEHICLE MAINT__ MARTIN	26.74
08/19/2024	COMMERCE BANK	SUPPLIES__ MAY	257.50
08/19/2024	COMMERCE BANK	VEHICLE MAINT__ MAYER	4.80
08/19/2024	COMMERCE BANK	TRAINING__ MAYER	84.00
08/19/2024	COMMERCE BANK	__ MCCARL	114.10
08/19/2024	COMMERCE BANK	MEETING EXPENSE__ MCQUILLEN	15.29
08/19/2024	COMMERCE BANK	EQUIPMENT__ MEASE	1,250.00
08/19/2024	COMMERCE BANK	SUBSCRIPTIONS__ MEASE	154.08
08/19/2024	COMMERCE BANK	SUPPLIES__ MEASE	24.90
08/19/2024	COMMERCE BANK	MEETING EXPENSE__ MEASE	85.16
08/19/2024	COMMERCE BANK	PUBLIC RELATIONS SUPPLIES__ MEASE	139.00
08/19/2024	COMMERCE BANK	MEMBERSHIP RENEWAL__ MORRIS	92.00
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ MORRIS	637.23
08/19/2024	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NAPIER	70.46
08/19/2024	COMMERCE BANK	ADULT BOOKS__ NELSON	183.82
08/19/2024	COMMERCE BANK	MEDIA__ NELSON	807.03
08/19/2024	COMMERCE BANK	OFFICE SUPPLIES__ NELSON	120.63
08/19/2024	COMMERCE BANK	EQUIPMENT__ NELSON	159.99
08/19/2024	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ NELSON	21.98
08/19/2024	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NELSON	54.58
08/19/2024	COMMERCE BANK	ADULT BOOKS HARBACH__ NELSON	14.20
08/19/2024	COMMERCE BANK	MEDIA HARBACH__ NELSON	202.77
08/19/2024	COMMERCE BANK	OFFICE SUPPLIES HARBACH__ NELSON	178.01
08/19/2024	COMMERCE BANK	CHILDREN BOOKS__ NELSON	95.17

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	COMMERCE BANK	DUES__ NELSON	139.00
08/19/2024	COMMERCE BANK	MEETING EXPENSE__ NELSON	402.27
08/19/2024	COMMERCE BANK	CLIVE FEST __ NELSON	100.17
08/19/2024	COMMERCE BANK	SUPPLIES__ NELSON	71.58
08/19/2024	COMMERCE BANK	GROUNDS MAINT GOATS__ NELSON	19.95
08/19/2024	COMMERCE BANK	SUPPLIES HARBACH__ NELSON	29.97
08/19/2024	COMMERCE BANK	PROFESSIONAL FEES__ NISIC	69.71
08/19/2024	COMMERCE BANK	SUPPLIES__ POTRATZ	10.00
08/19/2024	COMMERCE BANK	SUSTENANCE SUPPLIES__ RAMSEY	159.64
08/19/2024	COMMERCE BANK	OFFICE SUPPLIES__ RAMSEY	18.19
08/19/2024	COMMERCE BANK	TRAINING__ REHBERG	200.00
08/19/2024	COMMERCE BANK	EQUIPMENT__ REHBERG	54.91
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ REHBERG	654.44
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ SALTMARSH	565.33
08/19/2024	COMMERCE BANK	YOUNG ADULT BOOKS HARBACH__ SHALON-DEUR	14.97
08/19/2024	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ SHALON-DEUR	163.31
08/19/2024	COMMERCE BANK	CHILDREN BOOKS__ SHALON-DEUR	194.17
08/19/2024	COMMERCE BANK	YOUTH PROGRAM SUPPLIES HARBACH__ SHALON-DEUR	29.18
08/19/2024	COMMERCE BANK	YOUNG ADULT BOOKS __ SHALON-DEUR	26.95
08/19/2024	COMMERCE BANK	CONFERENCE EXPENSE__ SHALON-DEUR	276.30
08/19/2024	COMMERCE BANK	CHILDREN BOOKS HARBACH__ SHALON-DEUR	13.99
08/19/2024	COMMERCE BANK	OFFICE SUPPLIES__ SNOBERGER	204.00
08/19/2024	COMMERCE BANK	TRAINING__ SNOBERGER	175.00
08/19/2024	COMMERCE BANK	SUSTENANCE SUPPLIES__ SNOBERGER	129.95
08/19/2024	COMMERCE BANK	VEHICLE REPAIR__ SOMSKY	2,479.88
08/19/2024	COMMERCE BANK	VEHICLE MAINT__ SOMSKY	423.26
08/19/2024	COMMERCE BANK	SUPPLIES__ SWENSON	697.95
08/19/2024	COMMERCE BANK	CONTRACT WORK__ VENEMA	2,804.90
08/19/2024	COMMERCE BANK	SUBSCRIPTIONS__ VENEMA	78.10
08/19/2024	COMMERCE BANK	UNIFORM ALLOWANCE__ VENEMA	916.22
08/19/2024	COMMERCE BANK	SUPPLIES__ VENEMA	182.00
08/19/2024	COMMERCE BANK	SUSTENANCE SUPPLIES__ VENEMA	7.98
08/19/2024	COMMERCE BANK	NOTARY RENEWAL__ VENEMA	30.00
08/19/2024	COMMERCE BANK	OFFICE SUPPLIES__ VENEMA	29.90
08/19/2024	COMMERCE BANK	TRAINING__ VENTO	168.91
08/19/2024	COMMERCE BANK	UNIFORM ALLOW__ WEILER	26.26
08/08/2024	CONCRETE COMPANY	2024 PCC PAVEMENT REHAB PAY REQ 2	455,363.50
08/08/2024	CONCRETE COMPANY	2024 PCC PAVEMENT REHAB PAY REQ 4	60,418.10
08/19/2024	CONSENSUS CLOUD SOLUTIONS, LLC	HOSTED FAX	92.97
08/13/2024	CONSOLIDATED COMMUNICATIONS	PHONE LINES	733.52
08/19/2024	COR ROBOTICS LLC	COR ROBOTICS CAMPS	3,120.00
08/19/2024	CROWN TROPHY	FALL SPORTS AWARDS	213.00
08/19/2024	CUSTOM AWARDS & EMBROIDERY	NAMEPLATES	54.00
08/08/2024	DES MOINES ASPHALT AND PAVING	RESIDENTIAL HMA PAVEMENT REHAB PAY REQ 2	263,247.65
08/19/2024	DES MOINES WATER WORKS	WATER PURCHASE JULY 2024	266,814.82
08/19/2024	DIAMOND VOGEL PAINT	PAINT SUPPLIES	116.95
08/19/2024	DIAMOND VOGEL PAINT	PAINT SUPPLIES	14.25
08/19/2024	DOLL DISTRIBUTING LLC	CAMPBELL CONCESSIONS	189.20
07/31/2024	EBS	Medical/Dental Ins- July	28,061.82
07/31/2024	EBS	Medical/Dental Ins- July	7,664.64
07/31/2024	EBS	Medical/Dental Ins- July	6,046.79
07/31/2024	EBS	Medical/Dental Ins- July	13,185.46
07/31/2024	EBS	Medical/Dental Ins- July	7,275.71
07/31/2024	EBS	Medical/Dental Ins- July	5,769.37
07/31/2024	EBS	Medical/Dental Ins- July	10,499.47
07/31/2024	EBS	Medical/Dental Ins- July	2,236.62
07/31/2024	EBS	Medical/Dental Ins- July	4,395.79
07/31/2024	EBS	Medical/Dental Ins- July	3,013.69

Date Paid	Vendor Name	Description	Amount Paid
07/31/2024	EBS	Medical/Dental Ins- July	1,165.61
07/31/2024	EBS	Medical/Dental Ins- July	3,496.83
07/31/2024	EBS	Medical/Dental Ins- July	2,790.96
07/31/2024	EBS	Medical/Dental Ins- July	5,301.57
07/31/2024	EBS	Medical/Dental Ins- July	10,753.63
07/31/2024	EBS	Medical/Dental Ins- July	4,660.13
07/31/2024	EBS	Medical/Dental Ins- July	3,489.25
07/31/2024	EBS	Medical/Dental Ins- July	2,495.62
07/31/2024	EBS	Medical/Dental Ins- July	2,393.00
07/31/2024	EBS	Medical/Dental Ins- July	2,323.64
07/31/2024	EBS	Medical/Dental Ins- July	14,507.94
08/15/2024	EBS	Medical/Dental Ins- Aug	28,993.59
08/15/2024	EBS	Medical/Dental Ins- Aug	7,664.64
08/15/2024	EBS	Medical/Dental Ins- Aug	5,946.52
08/15/2024	EBS	Medical/Dental Ins- Aug	12,784.40
08/15/2024	EBS	Medical/Dental Ins- Aug	7,275.71
08/15/2024	EBS	Medical/Dental Ins- Aug	7,363.09
08/15/2024	EBS	Medical/Dental Ins- Aug	10,530.49
08/15/2024	EBS	Medical/Dental Ins- Aug	5,111.22
08/15/2024	EBS	Medical/Dental Ins- Aug	4,395.79
08/15/2024	EBS	Medical/Dental Ins- Aug	3,013.69
08/15/2024	EBS	Medical/Dental Ins- Aug	1,165.61
08/15/2024	EBS	Medical/Dental Ins- Aug	3,496.83
08/15/2024	EBS	Medical/Dental Ins- Aug	2,790.96
08/15/2024	EBS	Medical/Dental Ins- Aug	5,301.57
08/15/2024	EBS	Medical/Dental Ins- Aug	9,579.00
08/15/2024	EBS	Medical/Dental Ins- Aug	4,660.13
08/15/2024	EBS	Medical/Dental Ins- Aug	3,489.25
08/15/2024	EBS	Medical/Dental Ins- Aug	1,407.36
08/15/2024	EBS	Medical/Dental Ins- Aug	4,944.34
08/15/2024	EBS	Medical/Dental Ins- Aug	2,323.64
08/15/2024	EBS	Medical/Dental Ins- Aug	14,507.95
08/09/2024	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 8/3	3,486.70
08/09/2024	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 8/3/2024	23,848.04
08/09/2024	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 8/3/202	1,964.68
08/09/2024	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 8/3/2024	514.03
08/09/2024	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 8/3/2024	1,135.54
08/09/2024	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 8/3/2024	471.96
08/09/2024	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 8/3/2024	512.64
08/09/2024	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	78,972.22
08/09/2024	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 8/3/202	43,587.31
08/09/2024	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 8/3/202	43,587.31
08/09/2024	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 8/3/2024	10,225.26
08/09/2024	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 8/3/2024	10,225.26
08/19/2024	EMS MANAGEMENT & CONSULTANTS INC	JULY EMS BILLING	1,372.63
08/19/2024	EPIC IO TECHNOLOGIES	PHONE LINE	56.45
08/19/2024	ESRI	GIS SOFTWARE MAINTENANCE	29,300.00
08/19/2024	FABIAN RUIZ	INTERPRETER FEE - NO CASE NUMBER	70.00
08/19/2024	FABIAN RUIZ	PROFESSIONAL FEE-INTERPRETER	70.00
08/19/2024	FABIAN RUIZ	PROFESSIONAL FEE-INTERPRETER	70.00
08/19/2024	FASTSIGNS	VINYL LETTERING	7.99
08/19/2024	FERRELLGAS	FORKLIFT FUEL	188.62
08/19/2024	FLEXICARE INC	LARYNGOSCOPE (2)	2,950.00
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	98.55
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	52.48
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	52.49
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	52.49
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	52.49

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	71.25
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	127.40
08/19/2024	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	95.50
08/19/2024	GALLS LLC	UNIFORM ALLOW - B. KEMPNIH	14.76
08/19/2024	GALLS LLC	UNIFORM ALLOW - B. KEMPNIH	7.99
08/19/2024	GALLS LLC	UNIFORM ALLOW - B. KEMPNIH	21.96
08/19/2024	GALLS LLC	UNIFORM ALLOW - A. JONES	42.95-
08/19/2024	GALLS LLC	UNIFORM ALLOW - A JONES	44.93
08/19/2024	GLENDA PLAZA	STORMWATER ASSIST GRANT COST SHARE	3,620.05
08/19/2024	GRAINGER	SAFETY EQUIPMENT	27.27
08/19/2024	GRAINGER	SAFETY EQUIPMENT	27.27
08/19/2024	GRAINGER	SAFETY EQUIPMENT	27.27
08/19/2024	GRAINGER	SAFETY EQUIPMENT	27.27
08/19/2024	GREATER DES MOINES PARTNERSHIP	PAYMENT 2 OF 5	15,000.00
08/19/2024	GRIMES ASPHALT & PAVING	COLD PATCH	835.45
08/19/2024	GRIMES ASPHALT & PAVING	COLD PATCH	1,029.20
08/19/2024	GTR DM CONVENTION & VISITORS B	2/7 HOTEL MOTEL JULY 24	15,519.91
08/19/2024	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES	46.58
08/19/2024	HI TOUCH BUSINESS SERVICES	SHOP SUPPLIES	98.97
08/19/2024	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES	111.98
08/19/2024	HILLTOP TIRE SERVICE	EQUIPMENT REPAIR	25.20
08/19/2024	HOME PEST CARE	PEST CARE/CAMPBELL CONCESSIONS	105.00
08/19/2024	HOTSY CLEANING SYSTEM	HOTSY	99.00
08/19/2024	HOTSY CLEANING SYSTEM	HOTSY	99.00
08/19/2024	HOTSY CLEANING SYSTEM	HOTSY	99.00
08/19/2024	HOTSY CLEANING SYSTEM	HOTSY	99.00
08/09/2024	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 8/3/2024	743.99
08/09/2024	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 8/3/2	6,942.23
08/09/2024	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 8/3/2024	11,807.15
08/09/2024	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 8/3/2024	11,102.39
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL HR	118.00
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL CH	199.50
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL CM	72.50
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL EX	63.00
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL FD	99.75
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL PD	23.00
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL PARKS	49.75
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL LIBRARY	557.00
08/19/2024	IMAGE SOLUTIONS	LOGOED APPAREL PW	274.25
08/19/2024	IMAGE SOLUTIONS	SAFETY REWARDS	5,104.15
08/19/2024	IMAGE SOLUTIONS	SWAG BAGS	951.00
08/19/2024	IMWCA	WC INSTALL #2	14,739.00
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	22.54
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	23.56
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	11.49
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-YOUNG ADULT	11.49
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	130.36
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	31.82
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	32.75
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	232.70
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	15.19
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	23.18
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	11.50
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	11.69
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	157.29
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	12.07
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	11.35
08/19/2024	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	15.58

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	IOWA CODIFICATION INC	CODE UPDATE	1,768.00
08/19/2024	IOWA COMMUNITIES ASSURANCE POOL	PROP & LIAB COVERAGE	455,235.00
08/09/2024	IOWA TRUST & SAVINGS BANK	EMERALD ISLE DR PUBLIC IMPROV	18,817.53
08/19/2024	IOWA-DES MOINES SUPPLY INC	CAC TOILET PAPER	254.58
08/19/2024	IOWA-DES MOINES SUPPLY INC	TRASH BAGS	204.90
08/09/2024	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	204.59
08/09/2024	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	20,752.47
08/09/2024	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	31,145.13
08/09/2024	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	5,315.50
08/09/2024	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	7,968.93
08/09/2024	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	136.31
08/08/2024	J & K CONTRACTING LLC	NW ALDERLEAF DR WATER CON PAY REQ 2	2,067.90
08/19/2024	J.W. HOSPITALITY GROUP LLC	ALCOHOL LICENSE REFUND	203.13
08/19/2024	JOHNSTONE SUPPLY	BUILDING MAINT	19.86
08/19/2024	JOHNSTONE SUPPLY	BUILDING MAINT	19.86
08/19/2024	JOHNSTONE SUPPLY	BUILDING MAINT	19.86
08/19/2024	JOHNSTONE SUPPLY	BUILDING MAINT	19.86
08/19/2024	KNESS SIGNS	PAPER KITS DECALS	364.00
08/19/2024	KNOX COMPANY	U322 KNOX BOX KEYSURE BOX	1,322.00
08/19/2024	LIBRARY FURNITURE INTERNATIONAL	MINOR EQUIPMENT	1,155.00
08/19/2024	LIFE TIME TENNIS	TENNIS CAMP INSTRUCTION	3,276.00
08/19/2024	LINDE GAS & EQUIPMENT INC	OXYGEN TANK RENTAL	319.35
08/19/2024	LYLE SUMEK ASSOCIATES INC	2024 STRATEGIC PLANNING INV 1	8,525.00
08/19/2024	MACQUEEN EQUIPMENT	4 FIRE HELMETS	1,741.81
08/19/2024	MAIL SERVICES	POSTAGE-RN	84.59
08/19/2024	MAIL SERVICES	REMINDER NOTICES	56.45
08/19/2024	MAIL SERVICES	NEWSLETTER	1,136.28
08/19/2024	MAIL SERVICES	POSTAGE	2,552.42
08/19/2024	MAIL SERVICES	BILLS	834.30
08/08/2024	MAINLINE CONSTRUCTION INC	NW 99TH CT RECON PAY REQ 4	265,092.13
08/19/2024	MARTIN BROS	CAC CONCESSIONS	464.37
08/19/2024	MARTIN BROS	CAC CONCESSIONS	940.31
08/19/2024	MARTIN BROS	CAC CONCESSIONS	358.16
08/19/2024	MARTIN'S FLAG CO. INC.	REPLACEMENT FLAGS	228.50
08/19/2024	MARY MCCARTHY	OUTDOOR YOGA INSTRUCTION 8/7/24	75.00
08/19/2024	MEDIACOM	LIBRARY INTERNET	294.90
08/19/2024	MEDIACOM	LIBRARY INTERNET	19.95
08/19/2024	MENARDS	CAC SHOWER HEADS	37.98
08/19/2024	MENARDS	BUILDING MAINT	55.98
08/19/2024	MENARDS	SHOP SUPPLIES	45.76
08/19/2024	MENARDS	BUILDING MAINT	39.65
08/19/2024	MENARDS	SHOP SUPPLIES	81.37
08/19/2024	MENARDS	SUPPLIES	86.54
08/19/2024	MENARDS	SUPPLIES	68.93
08/19/2024	MENARDS	LIGHTING REPAIR	30.96
08/19/2024	MENARDS	CREDIT	84.33-
08/19/2024	MENARDS	INTAKE REPAIR SUPPLIES	51.04
08/19/2024	MENARDS	INTAKE REPAIR SUPPLIES	228.91
08/19/2024	MENARDS	SHOP SUPPLIES	29.92
08/19/2024	MENARDS	TRASH CAN REPLACEMENT	49.99
08/19/2024	MENARDS	PHOTO EYE	49.49
08/19/2024	MENARDS	PARTS	101.52
08/19/2024	MENARDS	SHOP SUPPLIES	59.37
08/19/2024	MENARDS	BUILDING MAINT	1.74
08/19/2024	MENARDS	BOAT PULL STRING	12.99
08/19/2024	MERCYONE CLIVE PHARMACY	EMS MEDICATION	180.45
08/19/2024	MERCYONE HEALTH & FITNESS CENTER	WELLNESS COACHING	400.00
08/19/2024	MERCYONE OCCUPATIONAL HEALTH	PHYSICALS, DRUG SCREENS	2,291.00

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	METRO WASTE AUTHORITY	SWEEPINGS	297.20
08/19/2024	METRO WASTE AUTHORITY	SWEEPINGS	96.00
08/19/2024	METRO WASTE AUTHORITY	LARGE WASTE STICKERS	500.00
08/19/2024	METRONET	INTERNET PS	1,216.61
08/19/2024	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	911.28
08/19/2024	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE AQUATIC	7,949.85
08/19/2024	MIDAMERICAN ENERGY DAV	STREET LIGHTS	16,141.25
08/19/2024	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	623.98
08/19/2024	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	26.59
08/19/2024	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	20.54
08/19/2024	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	90.96
08/19/2024	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE	8.92
08/19/2024	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE	14.52
08/19/2024	MIDAMERICAN ENERGY DAV	ELECTRIC & GAS SERVICE PARKS	175.15
08/19/2024	MIDAMERICAN ENERGY DAV	WATER FACILITIES	515.71
07/31/2024	MIDWEST GROUP BENEFITS-	FLEX FUNDS	6,080.89
08/19/2024	MIDWEST TAPE, LLC	EBOOKS HOOPLA FLEX	47.50
08/19/2024	MIDWEST TAPE, LLC	EBOOKS HOOPLA FLEX	159.98
08/19/2024	MISTER CAR WASH	CAR WASHES	185.00
08/19/2024	MOTOROLA SOLUTIONS INC	(9) ALL BAND MP MOBLE RADIO - POLICE	45,543.06
08/19/2024	MOTOROLA SOLUTIONS INC	(4) ALL BAND MP MOBLE RADIO - POLICE	22,453.36
08/19/2024	MOTOROLA SOLUTIONS INC	(2) ALL BAND MP MOBLE RADIO - POLICE	10,065.68
08/19/2024	MOTOROLA SOLUTIONS INC	(30) ALL BAND MP MOBLE RADIO	162,334.80
08/09/2024	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	25,342.32
08/09/2024	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	10,512.66
08/19/2024	NAPA DISTRIBUTION CENTER	IMPACT DRIVER REPLACEMENT	40.30
08/19/2024	NATE COX	MISC CONTRACT WORK	225.00
08/19/2024	NELSON APPRAISAL ASSOCIATES INC	APPRAISAL SERVICES	2,500.00
08/19/2024	NETWORKS	HOSTED EMAIL	1,273.75
08/19/2024	NETWORKS	SOFTWARE SUBSCR	27.00
08/19/2024	NETWORKS	PREM EMAIL	19.50
08/19/2024	NORSOLV	PARTS	352.95
08/19/2024	NORTHLAND PRODUCTS CO	SHOP SUPPLIES	538.84
08/19/2024	OCLC INC	DATA PROCESSING-CATALOGING	379.72
08/19/2024	ONE SOURCE	BACKGROUND CHECKS	225.00
08/19/2024	OPN ARCHITECTS INC	PAY REQ 4- CITY HALL REMODEL DESIGN SERVICES	4,724.21
08/19/2024	P J IOWA LC	CAC CONCESSIONS	521.73
08/19/2024	P J IOWA LC	CAC CONCESSIONS	202.95
08/19/2024	PAMELA S DOUGLAS STUDIO LLC	ART CONTRACT	250.00
08/19/2024	PAMELA S DOUGLAS STUDIO LLC	ART CONTRACT	250.00
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	1,474.51
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	1,179.61
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	294.90
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	31.01
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	21.13
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	17.40
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	1,829.29
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	1,829.29
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	653.98
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	114.36
07/31/2024	PAYMENTECH - CHASE BANK	July CC Fees	101.81
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	1,643.94
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	1,315.16
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	328.79
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	32.51
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	22.06
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	219.79
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	219.79

Date Paid	Vendor Name	Description	Amount Paid
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	1,282.46
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	29.29
08/15/2024	PAYMENTECH - CHASE BANK	Aug CC Fees	14.82
08/19/2024	PAYPAL INC VPS	DATA PROCESSING-ECOMMERCE	54.10
08/19/2024	PLAYAWAY PRODUCTS LLC	YOUTH MEDIA	393.67
08/19/2024	POLK COUNTY TREASURER	ANNUAL ANIMAL CONTROL FEE	16,468.00
08/19/2024	POWERDMS INC	DMS RENEWAL	4,889.50
07/31/2024	PROFESSIONAL SOLUTIONS	JUNE CC FEES- CLOVER	1,290.99
08/19/2024	RANGEMASTERS	UNIFORM ALLOW - K. RECCHIA	10.44
08/19/2024	RED WING BUSINESS ADVANTAGE ACCOUNT	BOOTS TATMAN	200.00
08/09/2024	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 8/3/2024	1,179.83
08/19/2024	RHOMAR INDUSTRIES INC.	PARTS	607.89
08/19/2024	RHOMAR INDUSTRIES INC.	PARTS	607.89
08/19/2024	RHOMAR INDUSTRIES INC.	PARTS	607.89
08/19/2024	RHOMAR INDUSTRIES INC.	PARTS	607.89
08/19/2024	RICHARD LLOYD	FOOD TRUCK FRI 9/6/24	800.00
08/19/2024	RICKY MATHAI	REFUND DEPOSIT	20.57
08/19/2024	SARA J WEIS	FSS TRIP	175.00
08/19/2024	SHREDDER, THE	DOCUMENT DESTRUCTION	72.00
08/19/2024	SKYLINE SALT SOLUTIONS	SALT	56,808.19
08/08/2024	SMITHGROUP, INC	LINNAN PARK PRJCT PAY REQ 8	15,619.60
08/08/2024	SMITHGROUP, INC	LINNAN REDESIGN PRJCT PAY REQ 9	7,809.80
08/08/2024	SNYDER & ASSOCIATES	ALICE RD RECON PAY REQ 7	81,010.09
08/19/2024	SPRAYER SPECIALTIES INC	POND HERBICIDE APPLICATION EQUIPMENT	992.41
08/19/2024	STATE HYGENIC LABORATORY	TESTING	550.00
08/19/2024	STERTIL-KONI USA INC	EQUIPMENT PURCHASE UNITE 902	50,801.28
08/19/2024	STEW HANSEN	PARTS	46.35
08/19/2024	STIVERS FORD	VEHICLE MAINT	2.87
08/19/2024	STIVERS FORD	PARTS	28.30
08/19/2024	STONE CROSS LAWN AND LANDSCAPE LLC	CONTRACT MOWING	15,163.40
08/19/2024	STREICHERS	OTHER EQUIPMENT-AMMUNITION	1,263.40
08/19/2024	SUBSURFACE SOLUTIONS	TRAFFIC SUPPLIES	727.84
08/19/2024	SUPERIOR PEST CONTROL	PEST CONTROL	331.00
08/19/2024	TAPZ LAST CHANCE, LLC	ALCOHOL LICENSE REFUND	203.13
08/19/2024	TENNIS SERVICES OF IOWA	WALNUT RIDGE TENNIS COURT RESURFACING	11,200.00
08/19/2024	THELMAS LLC	CAC CONCESSIONS	792.00
08/09/2024	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 8/3/2024	32,034.00
07/31/2024	TREASURER STATE OF IOWA	REC SALES TAX	326.32
07/31/2024	TREASURER STATE OF IOWA	AQUATICS SALES TAX	3,024.51
07/31/2024	TREASURER STATE OF IOWA	WATER EXCISE TAX	21,431.81
07/31/2024	TREASURER STATE OF IOWA	UTILITY SALES TAX	8,557.15
07/31/2024	TREASURER STATE OF IOWA	Charge Station Sales Tax	58.19
07/31/2024	TREASURER STATE OF IOWA	REC SALES TAX	156.63
07/31/2024	TREASURER STATE OF IOWA	AQUATICS SALES TAX	8,876.13
08/19/2024	TRI CITY ELECTRIC COMPANY OF IOWA	BLDG MAINT & REPAIRS	159.00
08/19/2024	TRUENORTH COMPANIES LC	TRANSMISSION FEE	147.00
08/19/2024	UNIQUE	MISC CONTRACT WORK- COLLECTION AGENCY	9.85
08/19/2024	UNIQUE	MISC CONTRACT WORK- COLLECTION AGENCY	9.85
08/09/2024	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 8/3/2024	162.12
08/13/2024	VERIZON	DATA PROCESSING HOT SPOTS	80.02
08/19/2024	VERIZON	DCU CELL	125.12
08/19/2024	VESTIS	UNIFORMS	89.02
08/19/2024	VESTIS	UNIFORMS	49.69
08/19/2024	VESTIS	UNIFORMS	49.69
08/19/2024	VESTIS	UNIFORMS	18.63
08/19/2024	VESTIS	UNIFORMS	89.02
08/19/2024	VESTIS	UNIFORMS	49.69
08/19/2024	VESTIS	UNIFORMS	49.69

Date Paid	Vendor Name	Description	Amount Paid
08/19/2024	VESTIS	UNIFORMS	18.63
08/19/2024	WEX BANK	FUEL	150.52
08/19/2024	WEX BANK	FUEL	97.90
08/19/2024	WEX BANK	FUEL	1,617.96
08/19/2024	WEX BANK	FUEL	833.70
08/19/2024	WEX BANK	FUEL	4,893.78
08/19/2024	WEX BANK	FUEL	7,017.30
08/19/2024	WEX BANK	FUEL	920.08
08/19/2024	WEX BANK	FUEL	1,642.56
08/19/2024	WEX BANK	FUEL	1,572.83
08/19/2024	WEX BANK	FUEL	1,144.00
08/19/2024	WEX BANK	FUEL	120.30
08/19/2024	WEX BANK	FUEL	701.04
08/19/2024	WEX BANK	FUEL	543.96
08/19/2024	WORKFORCE JUNCTION	WORKFORCE JUNCTION	624.00
08/19/2024	WORKFORCE JUNCTION	WORKFORCE JUNCTION	3,624.00
07/31/2024	XPRESS BILL PAY	Tran Fees- UB	998.62
07/31/2024	XPRESS BILL PAY	Tran Fees- UB	798.90
07/31/2024	XPRESS BILL PAY	Tran Fees- UB	199.72
07/31/2024	XPRESS BILL PAY	Tran Fees- PD	18.33
07/31/2024	XPRESS BILL PAY	Tran Fees- FD	.78
07/31/2024	XPRESS BILL PAY	Tran Fees- Rec	996.84
07/31/2024	XPRESS BILL PAY	Tran Fees- Pool	996.45
07/31/2024	XPRESS BILL PAY	Tran Fees- CD	47.19
07/31/2024	XPRESS BILL PAY	Tran Fees- PW	4.29
07/31/2024	XPRESS BILL PAY	Tran Fees- Admin	24.08
08/15/2024	XPRESS BILL PAY	Tran Fees- UB	1,385.38
08/15/2024	XPRESS BILL PAY	Tran Fees- UB	1,108.30
08/15/2024	XPRESS BILL PAY	Tran Fees- UB	277.08
08/15/2024	XPRESS BILL PAY	Tran Fees- PD	14.04
08/15/2024	XPRESS BILL PAY	Tran Fees- Rec	59.28
08/15/2024	XPRESS BILL PAY	Tran Fees- Pool	59.28
08/15/2024	XPRESS BILL PAY	Tran Fees- CD	62.79
08/15/2024	XPRESS BILL PAY	Tran Fees- PW	1.56
08/15/2024	XPRESS BILL PAY	Tran Fees- Admin	25.62
08/19/2024	XTREME TREE	TREE REMOVAL	1,500.00
Grand Totals:			3,723,490.60



Memo

TO: Mayor and Council members

FROM:

DATE: August 22, 2024

RE: Resolution Approving Temporary Street Closing - Block Party - NW
162nd Street - Monday, September 2, 2024 - 5:00 p.m. to 10:00 p.m.

SYNOPSIS:

Attachments:

1. Carstensen Block Party Application
2. Carstensen Block Party Resolution

RESOLUTION NO. _____

RESOLUTION TEMPORARILY CLOSING

WHEREAS, the residents living at 2536 NW 162nd St., Clive, petitioned the City Council to close NW 162nd St. on Monday, September 2nd, between the hours of 5:00 p.m. – 10:00 p.m. and:

WHEREAS, said request is made in an effort by said residents to increase the safety of residents and children attending a block party to be given by them on said date and at such time at NW 162nd St.

WHEREAS, the closing of this section of street will not create undue problems for local traffic.

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

1. Subject to the provisions of paragraphs 2 and 3 below having first been met, the City Council of the City of Clive of Clive, Iowa, hereby closes NW 162nd St. between 5:00 p.m. and 10:00 p.m. to through traffic.
2. This resolution shall be of no force and effect unless one or more residents living on NW 162nd St. shall first obtain those barricades of the type and number required by the Director of Public Works of the City of Clive, Iowa. Said delivery to be a time and place designated by Director.
3. No immobile obstacles that would limit or significantly slow access to emergency vehicles shall be placed in the traveled portion of the street, nor should any property owner be denied access to their property during the period when said streets are closed.

PASSED AND APPROVED this _____ day of _____ 2024.

John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: August 22, 2024

RE: Approve Retail Alcohol License Renewal - Walgreens #07967 - 15601
Hickman Road

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Walgreens #07967 06_19_2024



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: August 22, 2024

RE: Approve Temporary Retail Alcohol License Renewal - HyVee / Willis
Auto New Car Show - 2121 NW 100th Street

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Hy-Vee _ Willis Auto Campus Special Event



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: August 22, 2024

RE: Approve New Retail Alcohol License - Kwik Star - 16050 Hickman Road

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Kwik Star #1702 09_16_2024



Memo

TO: Mayor and Council members

FROM: Jonathan Cygan, Civil Engineer

DATE: August 22, 2024

RE: Resolution Approving Change Order #1 - J&K Contracting - NW
Alderleaf Drive Water Connection - \$2,781.00

SYNOPSIS:

Staff is recommending approval of Change Order #1 in the amount of \$2,781.00 to J&K Contracting for work performed on the above referenced project. The change order covers runovers to stabilize the project area.

A breakdown of the contract status is as follows:

Contract Amount - \$49,832.00

Change Order #1 - \$2,781.00

Revised Contract Amount - \$52,613.00

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 No. 1
2. Change Order #1

RESOLUTION NO. _____

RESOLUTION APPROVING CHANGE ORDER NO. 1
FOR J&K CONTRACTING
NW ALDERLEAF DRIVE WATER CONNECTION

WHEREAS, the City staff has determined that it is necessary to make the changes set forth in Change Order No. 1 to the contract with J&K Contracting in regard to the NW Alderleaf Drive Water Connection (the “Project”); and

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

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

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

PASSED AND APPROVED THIS _____ day of _____, 2024.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk



City of Clive

Change Order Details

ALDERLEAF WATER CONNECTION

Description	Boring water main under Warrior to connect into Waukee's system.
Prime Contractor	J&K Contractors IA
Change Order	1
Status	Pending
Date Created	08/13/2024
Type	Minor Overrun
Summary	Paying for quantities that were over ran.
Awarded Project Amount	\$49,832.00
Authorized Project Amount	\$49,832.00
Change Order Amount	\$2,781.00
Revised Project Amount	\$52,613.00

Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 1 - Description									
0090	24-067	AC	\$16,000.000	0.100	\$1,600.00	0.166	\$2,656.00	0.266	\$4,256.00
HYDRAULIC SEEDING TYPE 1									
0100	23-023	LF	\$2.500	100.000	\$250.00	50.000	\$125.00	150.000	\$375.00
FILTER SOCK									
2 items			Totals		\$1,850.00		\$2,781.00		\$4,631.00

Mayor, City of Clive	Date
Project Engineer, Johnathan Cygan	Date
Field Engineer, Nolan Daft	Date
Contractor, J&K Contracting	Date



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: August 22, 2024

RE: Approve Pay Request #4 - Sternquist Construction - Hickman Road & NW 161st Street Phase 2 Intersection Improvement Project - \$222,168.40

SYNOPSIS:

Staff is recommending approval of a Pay Request to Sternquist Construction for work performed on the above referenced project.

Pay Estimate #4 - \$222,168.40

A breakdown of the contract status is as follows:

Contract Amount - \$559,455.00

Paid to Date - \$379,217.89

Contract Remaining - \$180,237.11

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

Attachments:

1. Pay Request #4



City of Clive

Payment Invoice

HICKMAN ROAD (US 6) & 161ST STREET/ SE LEGACT POINTE
BLVD

Description	WIDEN LEGACY POINTE TO CREATE A BOULEVARD
Payment Number	4
Pay Period	07/14/2024 to 08/10/2024
Approval Date	08/22/2024
Prime Contractor	STERNQUIST CONSTRUCTION INDIANOLA, IA
Payment Status	Pending
Awarded Project Amount	\$559,455.00
Authorized Amount	\$559,455.00

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0050	24-005	SY	2,446.900	\$3.800	\$9,298.22
SUBGRADE PREPARATION					
0060	24-006	SY	2,446.900	\$14.000	\$34,256.60
SUBGRADE TREATMENT, CEMENT TREATMENT					
0070	24-007	SY	2,446.900	\$10.450	\$25,570.11
SUBBASE, MODIFIED, 6-INCH					
0110	24-011	LF	117.000	\$20.400	\$2,386.80
SUBDRAIN, CASE B, TYPE1, 6 INCH					
0130	24-013	EACH	2.000	\$229.500	\$459.00
SUBDRAIN OUTLETS AND CONNECTIONS, 6 INCH					
0230	24-023	SY	1,783.500	\$75.500	\$134,654.25
PAVEMENT, PCC, 8 INCH, MODIFIED C-SUD					
Project Total:					\$233,861.48

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
0240	24-024	LS	1.000	\$2,750.000	\$2,750.00
PCC PAVEMENT SAMPLES AND TESTING					
0290	24-029	SY	135.000	\$115.000	\$15,525.00
FULL DEPTH PATCHES, PCC, 8 IN					
0360	24-036	LS	0.500	\$9,250.000	\$4,625.00
TEMPORARY TRAFFIC CONTROL					
0500	24-050	LS	0.500	\$6,273.000	\$3,136.50
CONSTRUCTION SURVEY					
0520	24-052	LS	1.000	\$1,200.000	\$1,200.00
CONCRETE WASHOUT					
Section Total:					\$233,861.48
Project Total:					\$233,861.48

Summary

Current Approved Work:	\$233,861.48	Approved Work To Date:	\$399,176.73
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$11,693.08	Retainage To Date:	\$19,958.84
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:	\$222,168.40	Payments To Date:	\$379,217.89
Previous Payment:	\$42,564.64	Previous Payments To Date:	\$157,049.49

Mayor, City of Clive	Date
Project Engineer, Jim Hagelie	Date
Field Engineer, Nolan Daft	Date
Contractor, Sternquist Construction	Date



Memo

TO: Mayor and Council members

FROM: Chris Saltmarsh, Traffic/Locate Supervisor

DATE: August 22, 2024

RE: Approval to Purchase - Removal & Replacement Traffic Signal Cabinet at NW 86th St. & Franklin Ave. - Public Works - \$42,661.00

SYNOPSIS:

The FY 24/25 budget includes \$42,661.00 for the replacement and removal of the Traffic Cabinet at 86th St. & Franklin Ave. The City is in the process of updating intersection traffic cabinets in the City of Clive with ATC cabinets.

Iowa Signal Inc. provided the quote in the amount of \$42,661.00.

Staff recommends your approval for the installation of a new ATC cabinet.

Attachments:

1. Clive NW 86th & Franklin 23

**Iowa Signal Inc.**3711 SE Capitol Circle
Grimes, Ia 50111

Phone # 515-971-0251

heather@iowasignal.com

Quote

Date	Estimate #
8/17/2023	16

Name / AddressCity of Clive
1900 NW 114th Street
Clive, IA 50325**Project**

Description	Qty	Rate	Total
Quotation to remove & replace traffic signal cabinet NW 86h St & Franklin Construct new concrete footing for traffic signal cabinet Install city furnished cabinet on new footing Install city furnished controller and wire new cabinet Install city furnished battery back up Replace type I HH with type III Connect type III HH to new cabinet with 2 - 3" PVC Remove existing cabinet & footing Install new type I HH at site of existing cabinet Connect type I HH to new cabinet with 1 - 3" PVC Remove and replace sidewalk as needed Replace intersection cable Provide temporary overhead cable during construction Replace intersection 12 SM Fiber Splice and terminate fiber Reconnect existing traffic and pedestrian signals City to install detection system Lump sum	1	41,061.00	41,061.00
Alternate bore conduit Bore new conduit across NW 86th Street if existing conduit is not accessible LF	80	20.00	1,600.00
Quote is only valid for 30 days.		Total	\$42,661.00

Signature _____



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: August 22, 2024

RE: Approve 2024-2025 Urban Deer Management Program

SYNOPSIS:

Included in your Council packet is the application for hunters to participate in the 2024-2025 Urban Deer Management Program. With continued deer damage complaints from Clive residents, the continuation of this program is needed to reduce the overabundance of whitetail deer. This application follows the DNR bow hunting times and Iowa Deer Task Force hunting dates. A total of 6 management deer were harvested last season.

Staff is recommending your consideration to approve the 2024-2025 Urban Deer Management Program.

Attachments:

1. City of Clive DMZ App 2024 - 2025

<u>For 2025</u>	<u>DMZ 1</u>	<u>DMZ 2</u>	<u>DMZ 3</u>	<u>DMZ 4</u>	<u>DMZ 5</u>
December 30 – January 5	_____	_____	_____	_____	_____
January 6 – 12	_____	_____	_____	_____	_____
January 13 – 19	_____	_____	_____	_____	_____

Please check the zone and week(s) that you are available and would like to participate in this program. Only one hunter will be allowed to participate each week in each zone. If more than one hunter applies for a certain week, the Parks Manager will establish a lottery drawing to designate the approved hunter. The results of the drawing are final and not subject to appeal. Hunters may place their stand on the day before their assigned week and must remove their stand by the day following their approved week. Any stands left overnight are the responsibility of the hunter. All hunters will be required to meet with the City’s Deer Hunter Coordinator (Joel Pasco) prior to participating in this program and each hunter will be required to post a “Deer Management in Progress” flag (supplied by the City) as they enter or leave the deer management zone. Hunters may harvest up to three deer each day. All hunters must remove 1½ –2” off of the tip of one ear of all does harvested in the City of Clive. There will be no bucks harvested except for the two buck incentive tag that may be awarded each year.

Applications for Clive DMZ permits must be received a minimum of two weeks prior to the dates requested by the applicant.

By signing below, the applicant agrees to abide by the rules and regulations as set forth by the City of Clive and the Iowa Department of Natural Resources as they apply to Bow Hunting in an Urban Deer Management Zone. The applicant also acknowledges that they have received copies of the City of Clive Ordinance for the Urban Deer Management Zone and the area map of the Deer Management Zone.

By signing below, the applicant agrees to indemnify and hold harmless the Clive Parks and Recreation Department and the City of Clive, its agents, commissioners, officers, volunteers, and employees (“Released Parties”) from any and all liability for personal injuries or damages you may hereafter sustain while participating in, traveling to, or from, or observing the Department sponsored activities whether such personal injuries or damages are caused by negligence of the Released Parties or otherwise.

Participant _____ Date _____

Please Do Not Write Below This Line

Received by _____ Date _____ Time _____

Bow Hunter IBEF Safety Course _____

Archery Proficiency Test _____

DNR License _____

4.5 Acres, Deer Management Zone # 1



10 Acres, Deer Management Zone # 2



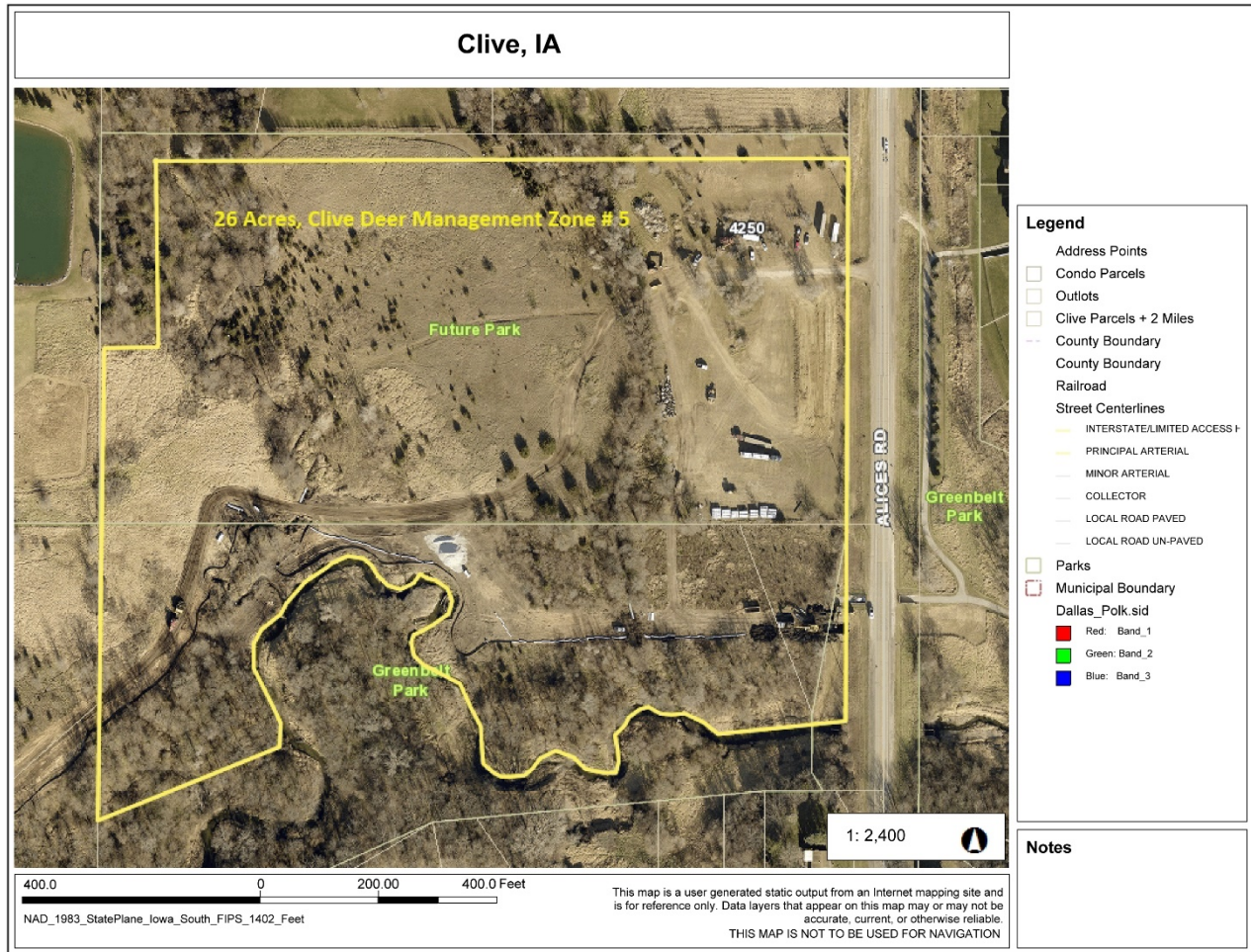
15.5 Acres, Deer Management Zone # 3



5 Acres, Deer Management Zone # 4



26 Acres, Deer Management Zone # 5





Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: August 22, 2024

RE: Resolution Accepting 1st Amendment to Permanent Surface Water Flowage Easement for Huntington Ridge Plat 3, Lot 1 - 12804 Clark ST

SYNOPSIS:

The owners of 12804 Clark ST have requested approval to install a fence within the Permanent Surface Water Flowage Easement on the subject property. Staff have reviewed the request and determined that the fence should not have a negative impact on said easement.

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

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

Attachments:

1. Resolution Accepting 1st Amendment to Permanent Surface Water Flowage Easement for Huntington Ridge Plat 3, Lo

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO PERMANENT SURFACE WATER FLOWAGE EASEMENT FOR
LOT 1 IN HUNTINGTON RIDGE PLAT 3
12804 CLARK ST

WHEREAS, the owners of Lot 1 in Huntington Ridge Plat 3 in the City of Clive, Iowa (the “Property”) have submitted to the City of Clive a First Amendment to Permanent Surface Water Flowage Easement to permit the installation of a fence within the easement area on the Property; and

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

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

That the First Amendment to Permanent Surface Water Flowage Easement (“First Amendment”) regarding Lot 1, Huntington Ridge Plat 3, is hereby accepted and approved by the City Council of the City of Clive, that the Mayor is hereby authorized to execute such First Amendment on behalf of the City, and the City Clerk to attest to his signature, and that the City Clerk is hereby authorized and directed to file the First Amendment with the Polk County Recorder.

PASSED AND APPROVED this ____ day of August, 2024.

By: _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

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

FIRST AMENDMENT TO PERMANENT SURFACE WATER FLOWAGE EASEMENT

This First Amendment to Permanent Surface Water Flowage Easement ("First Amendment") is entered into by and between Mariana Carmona and Benjamin Roney ("Property Owners") and the City of Clive, Iowa, a municipal corporation (hereinafter called "City").

WHEREAS, Property Owners own that property legally described as:

Lot 1 of Huntington Ridge Plat 3 (12804 Clark ST), an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa ("Property").

WHEREAS, R&R Development, an Iowa corporation, a predecessor in title to the Property Owners, granted that certain Permanent Surface Water Flowage Easement, dated June 21, 1993 recorded on July 7, 1993, in Book 6815, Page 571, in the real property records of Polk County, Iowa (the "Easement") to the City, which prohibited the erection of any structure within the easement area, as such real estate is described on Exhibit A, attached hereto and incorporated herein by this reference (hereinafter called "Easement Area").

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

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

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

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

Additionally, the Property Owners acknowledge and agree that bottom of the fence shall be a minimum of 4" above grade or shall be open style to allow the conveyance of storm water through the easement. If gates are not installed on neighboring fences, gates shall also be installed within the easement at the south side of the property.

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

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

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

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

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

Signed this 13th day of August 2024.

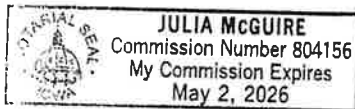
PROPERTY OWNERS


Mariana Carmona


Benjamin Roney

STATE OF IOWA)
) SS
COUNTY OF POLK)

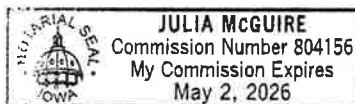
On this 13th day of August 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Mariana Carmona to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Julia M^cGuire
Notary Public in and for the
State of Iowa
My Commission expires 5/2/2026

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this 13th day of August 2024 before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Benjamin Roney to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Julia M^cGuire
Notary Public in and for the
State of Iowa
My Commission expires 5/2/2026

CITY OF CLIVE

By: _____
John Edwards, Mayor

Attest:

Matthew D. Graham
City Clerk

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this ____ day of August 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Edwards and Matthew D. Graham, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and the City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council, under Roll Call of the City Council on the 22nd day of August, 2024, and that John Edwards and Matthew D. Graham acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the
State of Iowa

My Commission expires _____

EXHIBIT A

EASEMENT AREA

A PERMANENT SURFACE WATER FLOWAGE EASEMENT LOCATED ON LOT 1 OF HUNTINGTON RIDGE PLAT 3, AN OFFICIAL PLAT IN THE CITY OF CLIVE, POLK COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

The south 25 feet of Lot 1



Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: August 22, 2024

RE: Resolution Accepting 1st Amendment to Permanent Storm Sewer Easement for Huntington Ridge Plat 3, Lot 1 - 12804 Clark ST

SYNOPSIS:

The owners of 12804 Clark ST have requested approval to install a fence within the Permanent Storm Sewer Easement on the subject property. The project has been reviewed by city staff who have determined that the installation will not affect the city's ability to maintain the permanent storm sewer within the easement.

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

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

Attachments:

1. Resolution Accepting 1st Amendment to Permanent Storm Sewer Easement for Huntington Ridge Plat 3, Lo

RESOLUTION NO. _____

RESOLUTION ACCEPTING
FIRST AMENDMENT TO PERMANENT STORM SEWER EASEMENT FOR
LOT 1 IN HUNTINGTON RIDGE PLAT 3
12804 CLARK ST

WHEREAS, the owners of Lot 1 in Huntington Ridge Plat 3 in the City of Clive, Iowa (the “Property”) have submitted to the City of Clive a First Amendment to Permanent Storm Sewer Easement to permit the installation of a fence within the easement area on the Property; and

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

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

That the First Amendment to Permanent Storm Sewer Easement (“First Amendment”) regarding Lot 1, Huntington Ridge Plat 3, is hereby accepted and approved by the City Council of the City of Clive, that the Mayor is hereby authorized to execute such First Amendment on behalf of the City, and the City Clerk to attest to his signature, and that the City Clerk is hereby authorized and directed to file the First Amendment with the Polk County Recorder.

PASSED AND APPROVED this ____ day of August, 2024.

By: _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

FIRST AMENDMENT TO PERMANENT STORM SEWER EASEMENT

This First Amendment to Permanent Storm Sewer Easement ("First Amendment") is entered into by and between Mariana Carmona and Benjamin Roney ("Property Owners") and the City of Clive, Iowa, a municipal corporation (hereinafter called "City").

WHEREAS, Property Owners own that property legally described as:

Lot 1 of Huntington Ridge Plat 3 (12804 Clark ST), an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa ("Property").

WHEREAS, R&R Development, an Iowa corporation, a predecessor in title to the Property Owners, granted that certain Permanent Storm Sewer Easement, dated June 21, 1993 recorded on July 7, 1993, in Book 6815, Page 575, in the real property records of Polk County, Iowa (the "Easement") to the City, which prohibited the erection of any structure within the easement area, as such real estate is described on Exhibit A, attached hereto and incorporated herein by this reference (hereinafter called "Easement Area").

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

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

1. **CITY CONSENT TO INSTALLATION OF FENCE.** The Easement prohibits Property Owners from locating any structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City. Property Owners desire to install a fence within the Easement Area. The City hereby consents to the installation of the fence which location is within the Easement Area, provided that the Property Owners install and

maintain the fence such that it does not impede the use and enjoyment of the land within the Easement Area.

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

Additionally, the Property Owners acknowledge and agree that a gate shall be installed within the easement on the north side of the property.

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

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

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

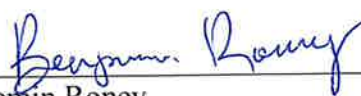
The Property Owners do HEREBY COVENANT with the City that (i) the Property Owners hold said real estate described in this First Amendment by title in fee simple; (ii) that the Property Owners have good and lawful authority to convey the same; and (iii) the Property Owners covenant to WARRANT AND DEFEND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

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

Signed this 13th day of August 2024.

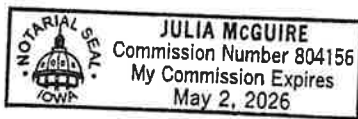
PROPERTY OWNERS


Mariana Carmona


Benjamin Roney

STATE OF IOWA)
) SS
COUNTY OF POLK)

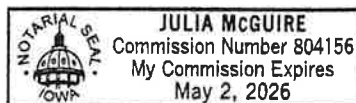
On this 13th day of August 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Mariana Carmona to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Julia McGuire
Notary Public in and for the
State of Iowa
My Commission expires 5/2/2026

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this 13th day of August 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Benjamin Roney to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that the person executed the instrument as the voluntary act of the person.



Julia McGuire
Notary Public in and for the
State of Iowa
My Commission expires 5/2/2026

CITY OF CLIVE

By: _____
John Edwards, Mayor

Attest:

Matthew D. Graham
City Clerk

STATE OF IOWA)
) SS
COUNTY OF POLK)

On this ____ day of August 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Edwards and Matthew D. Graham, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and the City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council, under Roll Call of the City Council on the 22nd day of August 2024, and that John Edwards and Matthew D. Graham acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the
State of Iowa

My Commission expires _____

EXHIBIT A

EASEMENT AREA

A PERMANENT STORM SEWER EASEMENT LOCATED ON LOT 1 OF HUNTINGTON RIDGE PLAT 3, AN OFFICIAL PLAT IN THE CITY OF CLIVE, POLK COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

The north 25 feet of the east 40 feet of Lot 1



Memo

TO: Mayor and Council members

FROM: Kathryn Purvis, Planner

DATE: August 22, 2024

RE: Resolution Approving University Park Plat 2 Final Plat

SYNOPSIS:

The subject property has been acquired by a new owner, The Rack Billiards Club LLC. Following approval of the plat of survey and preliminary plat, the applicant has been completing renovations for a new billiards club in the building while simultaneously completing the final plat submittal requirements. The detention easement on the north of the site, all utilities, access through the site, and use of the monument sign are documented in the Easement Declaration document that will be recorded with the Final Plat.

At the Planning and Zoning Commission meeting on May 2, 2024, adjacent property owners raised concerns about the use and the potential of future building and site improvements expanding to the north. Staff advised the proposed use is a permitted use in the TC-4 District and unrelated to consideration of the final plat which only relates to the lot line locations. Additionally, staff explained that any future proposed site updates requiring a site plan amendment would trigger a notification to surrounding properties for comment. The Planning and Zoning Commission unanimously voted to approve the final plat.

Staff recommends approval of the Final Plat pending the acceptance of outstanding legal documents.

Attachments:

1. Staff Report_university park 2
2. FINAL PLAT University Park Plat 2
3. University Park Plat 2 Declaration of Private Easements
4. Resolution Approving Final Plat_University Park Plat 2



Memo

TO: Planning and Zoning Commission
FROM: Kathryn Purvis
DATE: 5/2/2024
RE: University Park Plat 2- Final Plat

SYNOPSIS:

GENERAL INFORMATION

Applicant: The Rack Billiards Club LLC

Requested Action: Approval of final plat

Location: 8801 University Avenue, Lot 1 of University Park

LAND USES & ZONING

Location	Existing Land Use	Land Use Plan Designation	Current Zoning
Subject Property	Multi-tenant commercial	Mixed use	TC-4, FF, FW
North	Greenbelt Park, multi-tenant commercial	Mixed use, Open space	TC-4, FF, FW
East	Greenbelt Park, multi-tenant commercial	Mixed use, Open space	TC-4
South	Commercial and services	N/A - West Des Moines	N/A
West	Residential	Residential - Low Density	R-2

CASE HISTORY

1988 - Rezoned M-1 to C-4

1988 - Site Plan, Development Plan, and Preliminary Plat approved

1988 - Final Plat approved

2023- Preliminary Plat for University Park Plat 2 approved

2024- Interior renovation permit issued

BACKGROUND

The University Park Shopping Center was developed in the late 1980s with the current lot configuration. The existing Lot 1 includes buildings B, C, D, and E. Lot 2 includes building A, formerly Toys R Us. Lot 3 includes building F, currently occupied by Rally House. Each of the three lots currently comprising the University Park Shopping Center are under different ownership. The proposed final plat will create two new lots as University Park Plat 2 by subdividing Lot 1 of University Park Plat 1. The proposed Lot 1 is approximately 9 acres and includes the existing building C, formerly Joanns, and the open space to the north. The proposed Lot 2 is approximately 8 acres and includes the existing buildings B, D, and E, as well as the majority of the existing parking. The proposed subdivision will allow for building C and the proposed northern lot to be sold to a different entity.

ANALYSIS

The requested action from the Commission is to approve the final plat for University Park Plat 2. The plat will not change any of the developed conditions of the site. With the property lines shown, existing improvements on both proposed lots will continue to meet the setback

requirements. Each lot would independently meet parking requirements for a typical retail mix. With consideration of the final plat for approval, legal documents establishing easements over shared utilities and improvements, including shared parking and ingress/egress, are required. Staff understands preparation of legal documents is currently in process.

Additional commercial development within the open space located on the proposed Lot 1 would be functionally limited by existing site conditions, and floodway and floodplain development regulations. There is a limited area immediately north of the existing parking and south of the existing detention that could support additional development. The opportunity for additional development in this area is not impacted by subdividing the property. Upon recording of the final plat, the address of building C will be updated to 8803 University Avenue.

PUBLIC COMMENT:

Notice was sent to the surrounding property owners within 310-feet of the subject site on April 19, 2024. To date, staff has received formal public comments stating concerns with the future of the green space to the north, as well as noise related to the proposed users of the building.

STAFF RECOMMENDATION:

Staff recommends approval of the University Park Plat 2 Final Plat subject to resolution of all of items outlined in the Staff comment letter originally dated April 4th, 2024.

ATTACHMENTS:

Description	Type	Upload Date
▣ Application	Supporting Docs	4/26/2024
▣ Notice 310 feet -Rack Final Plat	Supporting Docs	4/26/2024
▣ Comment letter	Supporting Docs	4/26/2024
▣ Final Plat	Exhibit	4/26/2024
▣ Community Correspondence	Supporting Docs	4/26/2024



 PERMIT PROJECT
FILE #: 24-000334
8801 UNIVERSITY AVE CLIVE IA 50325
REPLAT OF LOT 1 UNIVERSITY PARK



PERMIT #: FPT24-000001

Permit Type
Final Plat

Subtype
Final Plat



Work Description:
replat of Lot 1 University Park



Applicant
Bishop Engineering - Larry Hyler



Status
Under Review



Valuation
0.00



FEES & PAYMENTS

Plan Check Fees

0.00

Permit Fees

0.00

Total Amount

0.00

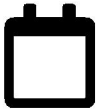
Amount Paid

0.00

Balance Due

0.00

☐ Non-Billable



PERMIT DATES

Application Date
03/18/2024

Approval Date

Issue Date:

Expiration Date:

Close Date

Last Inspection

CONTACTS

Applicant Relationship to Property
Engineer/Surveyor



Who is the Project Manager?
Engineer/Surveyor



Is the developer also the property owner?
Yes



Developer/Property Owner Information

Developer/Property Owner Name
The Rack Billards Noel Chladek

Developer/Property Owner Address
8801 University, Clive 50325

Developer/Property Owner Phone
(515) 720-6985

Developer/Property Owner Email
nchladek@aol.com

Developer Contact - Internal



Property Owner Information

Property Owner Name
Noel Chladek

Property Owner Address

8801 University, Clive 50325

Property Owner Phone
(515) 720-6985

Property Owner Email
nchladek@aol.com

Property Owner Contact - Internal



Attorney Information

Attorney Firm Name
Wilson Law Firm

Attorney Contact Name
Bryan Loya

Attorney Contact Address
222 NW Sunrise Dr Waukee, IA 50263

Attorney Contact Phone
() -

Attorney Contact Email
bryan@wilsonlawfirmnpc.com

Attorney Contact - Internal



PROJECT INFORMATION

Final Plat Name
University Park Plat 2

Final plat acres
17

Number of lots in final plat
2

Number of outlots in final plat
0

SUBMITTAL DOCUMENTS

Final Plat Drawing
FINAL PLAT first submittal.pdf



Minimum Protection Elevations, if applicable



Attorney's Title Opinion



Owner/Proprietor Consent to Plat



Mortgagee Consent to Plat, if applicable



County Treasurer's Certificate



County Subdivision Name Approval



Easement Documents, if applicable



Declaration of covenants, if applicable



Warranty deeds of transfer to City, if applicable



i Stormwater Management Plan



i Stormwater Management Facilities Maintenance Plan



i CAD files in State Plane



4-year maintenance bonds for public improvements, if applicable



ACKNOWLEDGEMENT

I, the undersigned, certify that the information on this application, to the best of my knowledge, is true and correct. I further certify that I have a legal interest in the property in question, and/or that I am legally able to represent all other persons or entities with an interest in this property.

In addition to the application fee, I understand I am responsible for all development review costs invoiced on a Monthly basis for services performed by City staff or City consultants on my behalf.

Prior to City Council approval, nine full size (ANSI D or ARCH D) and one reduced size (11x17) print and stamped copy of the final plat must be delivered to the Community Development Department at 1900 NW 114th St., Clive, IA 50325.

Applicant Signature

signature.png



OFFICE USE ONLY

Staff Project Name

University Park Plat 2



Staff Project Description

Final plat splitting building C and north open area as a separate lot.



Staff Location Description

Generally located north of University Avenue and west of NW 86th Street.



County

Polk



Land Use Type

Commercial



Resubmittal Date

04/18/2024

Planning & Zoning Agenda

05/02/2024

Minimum Protection Elevations



Agreement to Complete



Covenants



Public Street Dedication



Resolution Number

Recorded Date

Recorded Book

Recorded Page

 FEES

FEE	▼	QUANTITY	AMOUNT	TOTAL	
Plan Check Fees				0.00	
Permit Fees				0.00	
Total Fees				\$0.00	

 PAYMENTS

DATE	TYPE	REFERENCE	NOTE	RECEIPT #	RECEIVED FROM	AMOUNT	
Amount Paid						0.00	
Balance Due						0.00	



April 19, 2024

Re: 8801 UNIVERSITY AVE - The Rack Final Plat

Dear Property Owner:

Larry Hyler has submitted a Final Plat to the City of Clive to separate the northern-most building to an individual lot located at 8801 University Avenue.

The Clive Planning and Zoning Commission will tentatively receive public input on this application during their meeting at 5:30 p.m., May 2, 2024 . You may attend this meeting in person in the Council Chambers at 1900 NW 114th Street, Clive, IA 50325, or virtually via Zoom. Zoom Meeting ID and call-in number will be published on the agenda for the meeting. Meeting agendas are available on the City's website at http://www.cityofclive.com/connect/boards_and_commissions/

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

Following the Planning and Zoning Commission's review and recommendation, the City Council will make a determination on this application. The public meeting has been tentatively scheduled for 6:00 p.m., on May 23, 2024 , also to be hosted in person at the above address and virtually via Zoom. Zoom Meeting ID and call-in number will be published on the agenda for the meeting. City Council meeting agendas are available on the City's website at http://www.cityofclive.com/connect/city_council/

If you know of any interested parties who have not received a copy of this letter, we would appreciate it if you would inform them of the time, date and place of the Planning and Zoning Commission's meeting and City Council's meeting. If you have any questions concerning this application or if you would like additional information, please call the Community Development Department at (515) 223-6221.

Sincerely,

Kathryn Purvis
KPURVIS@CITYOFCLIVE.COM

LOCATION MAP



PERFECT PLACE PROPERTIES LLC
1250 NW 86TH ST
CLIVE, IA 50325-1006

4G PROPERTIES LLC
10875 BENSON DR STE 200
OVERLAND PARK, KS 66210-1539

CLIVE COMMERCIAL GROUP LLC
650 NE 32ND ST UNIT 5304
MIAMI, FL 33137-5271

LEONG, JOHN
11923 IOWA AVE
LOS ANGELES, CA 90025-3705

WSO UNIVERSITY PARK IOWA LLC
4200 S HULEN ST STE 410
FORT WORTH, TX 76109-4981

AUGSPURGER, SCOTT
1059 TULIP TREE LN
WEST DES MOINES, IA 50266-6641

JOHANNESSEN, RICKIE F
4822 65TH ST
URBANDALE, IA 50322-8017

CARTER, CYNTHIA
8980 CARPENTER CIRCLE DR
CLIVE, IA 50325-6236

LEARNED, NANCY A
8974 CARPENTER CIRCLE DR
CLIVE, IA 50325-6236

STEUBEN, CHASE
8970 CARPENTER CIRCLE DR
CLIVE, IA 50325-6236

SIMONS, DIANA K
8973 CARPENTER CIRCLE DR
CLIVE, IA 50325-6236

STIELER, DANIEL J
16934 AIRLINE DR
CLIVE, IA 50325-2588

MECH, WILLIAM T
8989 CARPENTER CIRCLE DR
CLIVE, IA 50325-6236

DELTA PROPERTY MANAGEMENT LLC
7917 ROSELAND DR
URBANDALE, IA 50322-4469

DANIELSON, DARWIN
8412 WINSTON AVE
URBANDALE, IA 50322-2332

TAYLOR, KEVIN
1315 NW 90TH ST
CLIVE, IA 50325-6266

MCKENNEY, CONOR
1333 NW 90TH ST
CLIVE, IA 50325-6266

GRIFFIN, GARY A
1345 NW 90TH ST
CLIVE, IA 50325-6266

GRAHAM, ANDREA
1361 NW 90TH ST
CLIVE, IA 50325-6266

BRITT ALLGOOD DESIGN LLC
1375 NW 90TH ST
CLIVE, IA 50325-6266

DAVID K MONTGOMERY (TRUSTEE)
1391 NW 90TH ST
CLIVE, IA 50325-6266

KVITNE, DAVID J
1407 NW 90TH ST
CLIVE, IA 50325-6268

CARLSON, CALE
1421 NW 90TH ST
CLIVE, IA 50325-6268

MC LAUGHLIN, ROBERT J
1433 NW 90TH ST
CLIVE, IA 50325-6268

HINNERS, ADAM D
1449 NW 90TH ST
CLIVE, IA 50325-6268

FRITZ, CHARLES L
1465 NW 90TH ST
CLIVE, IA 50325-6268

ALOWITZ, MICHAEL J
1475 NW 90TH ST
CLIVE, IA 50325-6268

KLINE, MARK
1487 NW 90TH ST
CLIVE, IA 50325-6268

SIMS, JOHN
1499 NW 90TH ST
CLIVE, IA 50325-6268

SMITH, ROSE M
9015 INDIAN HILLS DR
CLIVE, IA 50325-6251

MULE, BAKARI
1362 NW 90TH ST
CLIVE, IA 50325-6240

GORA, ROBERT A
1378 NW 90TH ST
CLIVE, IA 50325-6240

SALAZAR, APRIL
1394 NW 90TH ST
CLIVE, IA 50325-6240

DARYL L PEITERSEN (TRUSTEE)
1408 NW 90TH ST
CLIVE, IA 50325-6269

GRUCA, JUSTIN M
1420 NW 90TH ST
CLIVE, IA 50325-6269

OSWALD, DANNY J
1432 NW 90TH ST
CLIVE, IA 50325-6269

RUSSETT, ROBERT J
1448 NW 90TH ST
CLIVE, IA 50325-6269

AMRO, BRENDA R
1464 NW 90TH ST
CLIVE, IA 50325-6269

YUILL, ANTHONY J
1474 NW 90TH ST
CLIVE, IA 50325-6269

MC GRATH, DAVID A
1484 NW 90TH ST
CLIVE, IA 50325-6269

RILEY, JUDITH A
582 SE WILLIAMS CT
WAUKEE, IA 50263-8414

PERPETUAL LLC
6920 POINTE INVERNESS WAY STE 301
FORT WAYNE, IN 46804-7926

KNAPP PROPERTIES
5000 WESTOWN PKWY STE 400
WEST DES MOINES, IA 50266-5921

RUAN CENTER CORP
11207 AURORA AVE
URBAN DALE, IA 50322-7906

RUAN INC
11207 AURORA AVE
URBAN DALE, IA 50322-7906

MANN, BRADLEY
1515 NW 90TH ST
CLIVE, IA 50325-6270

KAMERMAN, TYLER
1535 NW 90TH ST
CLIVE, IA 50325-6270

SHEARER, MARK
1547 NW 90TH ST
CLIVE, IA 50325-6270

ILHON, KEVIN MC
1565 NW 90TH ST
CLIVE, IA 50325-6270

JESSEN, CYNTHIA
1581 NW 90TH ST
CLIVE, IA 50325-6270

ASPER, TODD
1593 NW 90TH ST
CLIVE, IA 50325-6270

PETERSON, ROBERT
1597 NW 90TH ST
CLIVE, IA 50325-6270

SACCO, JAMES C
1592 NW 90TH ST
CLIVE, IA 50325-6271

HOUSTON, GAYLORD M
1580 NW 90TH ST
CLIVE, IA 50325-6271

DEUTCH, LAWRENCE S
1564 NW 90TH ST
CLIVE, IA 50325-6271

WARDEN, ALLISON J
1546 NW 90TH ST
CLIVE, IA 50325-6271

KRAMER, JONATHAN E
9015 CLARK ST
CLIVE, IA 50325-6272

STEPHEN AND SONS LLC
5977 MOUNT VERNON RD SE
CEDAR RAPIDS, IA 52403-7173

FINANCIAL PLUS CREDIT UNION
1831 25TH ST
WEST DES MOINES, IA 50266-1416

MDM EQUITY 2021 LLC
PO BOX 187
ANKENY, IA 50021-0187

SUN ANGELS LLC
2500 UNIVERSITY AVE
WEST DES MOINES, IA 50266-1420



April 04, 2024

Larry Hyler
3501 104th St
Urbandale, IA 50322

Re: 8801 UNIVERSITY AVE - University Park Plat 2 - Final Plat

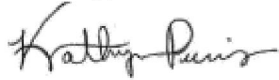
The Community Development Department is in receipt of an application for Final Plat for the proposed University Park Plat 2 located at 8801 UNIVERSITY AVE. Based on the review of the provided submittal materials, staff have the following comments:

- **Cover Page/General:**

1. Please provide legal documents to indicate the easements for Sanitary sewer, water, ingress/egress, and storm sewer that are conveyed between lots one and two. These would be located on lot 1 for the benefit of lot 2 and should list out fair and agreeable coordination related to the maintenance of the utilities and access.
2. Please coordinate with your attorney to review the existing CCR to insure other shared features are addressed for rights and maintenance responsibilities: this should include but is not limited to: the parking lot, electric/gas/internet/phone utilities, sprinkler systems, yard and landscaping.
3. Staff recommends the use of a legal document between lots 1 and 2 of University Park Plat 2, that details regarding the ground mounted/monument sign rights. With out it, Lot 2 does not have monument sign rights.
4. Staff recommends the use of a private storm water management maintenance agreement to settle the rights and maintenance responsibilities of the detention facility on lot 2.
5. Staff recommends removal of the setback markings on the final plat, and provide the following updates to the TC-4 zoning district regulations:
 - Open Space Requirement: 20%
 - Minimum Front Yard Depth: 0 feet
 - Maximum Front Yard Depth: 85 feet
 - Minimum Rear Yard Setback: 35 feet, 75 feet when adjacent to an R district
 - Internal Rear Yard Setback: 0 feet or 12.5 feet
 - Minimum Side Yard Setback: 25 Feet, 75 feet when adjacent to an R district
 - Internal Side Yard Setback: 0 feet or 12.5 feet

Based on the satisfactory resolution of the above items and resubmittal of the Final Plat prior to 04/18/2024, it is anticipated that the project would be placed on the 05/02/2024, Planning and Zoning Commission agenda. Please feel free to contact me on the portal or at 515-223-6221 if you have questions or need additional information.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kathryn Purvis".

LOCATION:
LOT 1 UNIVERSITY PARK

OWNER:
UNIVERSITY PARK PROPERTIES LLC

THE RACK BILLIARDS CLUB LLC.
ATTN: NOEL CHLADEK

PREPARED FOR:
NOEL CHLADEK

PREPARED BY:
LARRY HYLER PLS
BISHOP ENGINEERING
3501 104TH ST
URBANDALE, IA 50322

Des Moines, Iowa 50322-3825
Phone: (515)276-0467 Fax: (515)276-0217
Civil Engineering & Land Surveying Established 1959

UNIVERSITY PARK PLAT 2
CLIVE, IOWA

SHEET NUMBER:

~~Page~~

OWNERS:
REMAINDER LOT 1:UNIVERSITY PARK PROPERTIES LLC
ATTN: XINHUI XIAO (VAN)
2075 NW 34TH STREET
CLIVE, IOWA 50325
PARCEL 2023-212:THE RACK BILLIARDS CLUB LLC.
ATTN:NOEL CHLADEK
8801 UNIVERSITY AVENUE
CLIVE, IOWA 50325

PROPERTY DESCRIPTION:
LOT 1 UNIVERSITY PARK, AN OFFICIAL PLAT, ALL INCLUDED IN AND FORMING A PART OF THE CITY OF CLIVE, POLK COUNTY, IOWA.

SURVEY NOTES:
THIS PLAT HAS AN ERROR OR CLOSURE OF LESS THAN 1.0 FEET IN 10,000.0 FEET. EACH LOT WITHIN THIS PLAT HAS AN ERROR OF CLOSURE OF LESS THAN 1.0 FEET IN 5,000.0 FEET.

ALL CORNERS HAVE BEEN PLACED WITH A 5/8 INCH IRON ROD UNLESS NOTED OTHERWISE. ALL CORNERS PLACED HAVE A YELLOW PLASTIC IDENTIFICATION CAP NO. 14775.

PARCEL 2023-212 OF THE PLAT OF SURVEY RECORDED IN THE POLK COUNTY RECORDER BOOK 19/04 PAGE 243 HAS BEEN CONVEYED STRICTLY IN ESSENCE OF OWNERSHIP AND WAS CONDITIONALLY APPROVED FOR BASIS OF CONVEYANCE OF SALE ONLY. PER CITY OF CLIVE LETTER ATTACHED TO SURVEY.

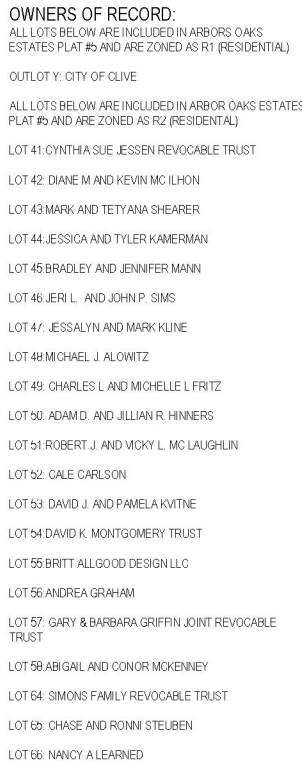
ZONING:
FF FLOODWAY FRINGE
FW FLOODWAY
TC4: SOUTH END TOWN CENTER
REQUIREMENTS ARE AS FOLLOWS
MAXIMUM HEIGHT 50' OR 4 STORY
MINIMUM FRONT YARD DEPTH 0
MAXIMUM FRONT YARD DEPTH 85 FEET
**MINIMUM REAR YARD 35 FEET
**MINIMUM SIDE YARD SETBACK 25 FEET

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SIGNED: _____ PRELIMINARY _____ DATE: _____
LARRY D. HYLER, P.L.S. 14775

LICENSE RENEWAL DATE: DEC. 31, 2024
PAGES OR SHEETS COVERED BY THIS SEAL: _____ THIS PAGE ONLY

A circular professional seal for a land surveyor. The outer ring contains the text "LICENSED PROFESSIONAL LAND SURVEYOR" at the top and "IOWA" at the bottom, separated by two five-pointed stars. The center of the seal contains the name "LARRY D. HYLER, P.L.S." and the license number "No. 14775". Above and below the name are decorative horizontal lines with a central diamond shape.



LEGEND:

PROPERTY CORNER - FOUND CUT "X" OR AS NOTED

PROPERTY CORNER - PLACED 5/8" IRON ROD
WITH YELLOW PLASTIC CAP ID #14/75

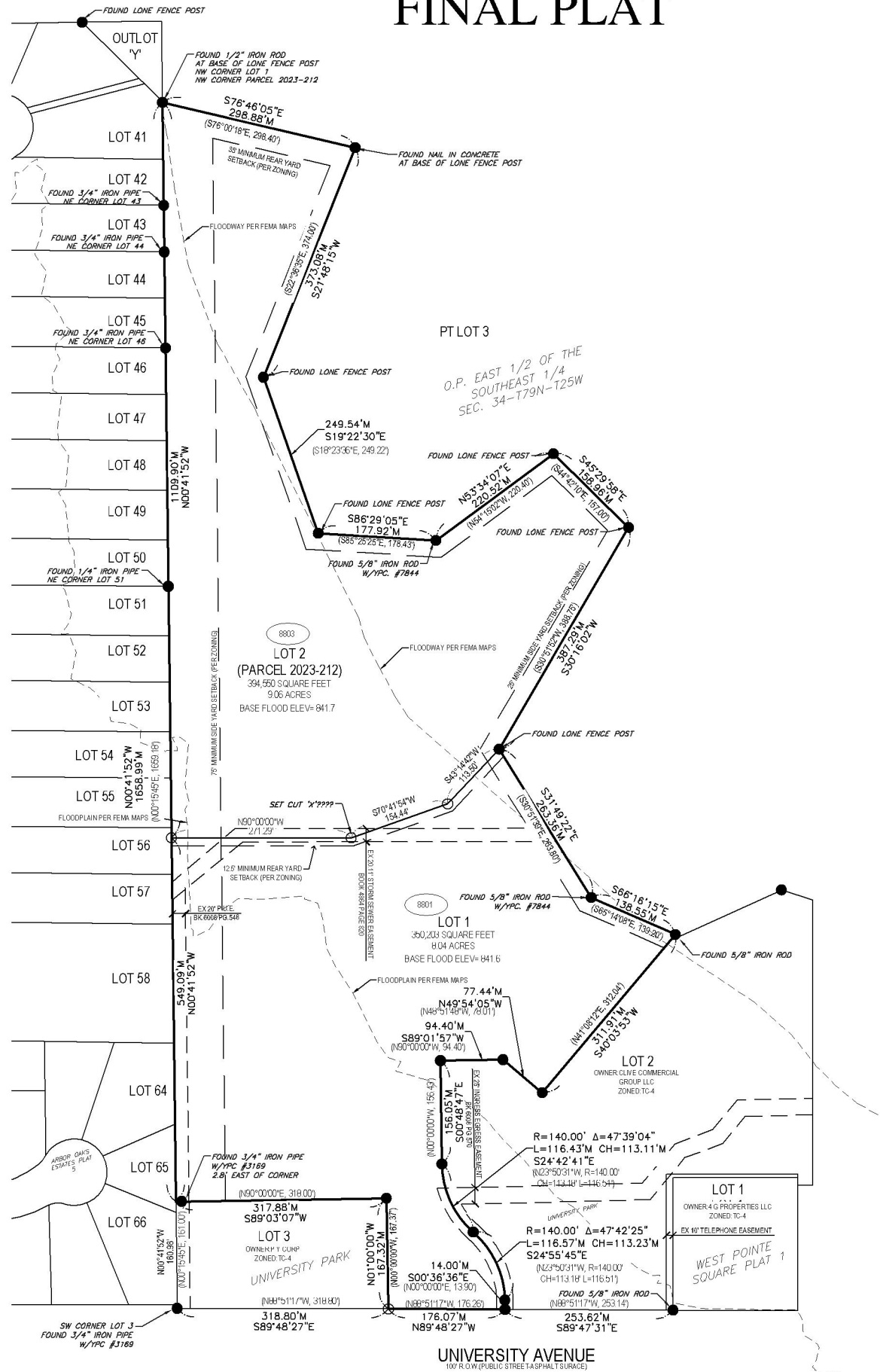
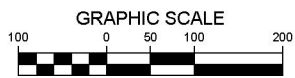
SECTION CORNER - FOUND AS NOTED

CUT "X" IN PAVEMENT

ADDRESS

ABBREVIATIONS:

AC	ACRES
PUE	PUBLIC UTILITY EASEMENT
TYP	TYPICAL
N	NORTH
S	SOUTH
E	EAST
W	WEST
YPC	YELLOW PLASTIC CAP
MPE	MINIMUM PROTECTION ELEVATION
SF	SQUARE FOOTAGE
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT



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3/18/2024 1:43:21 PM L:\LAND PROJECTS\2023\2024\08801 UNIV.DWG\FINAL PLAT.DWG

Kathryn Purvis

From: Cindy Jessen <jessencs@gmail.com>
Sent: Wednesday, April 24, 2024 4:39 PM
To: Kathryn Purvis; J Fitz; jessencs@gmail.com
Subject: 8801 University Ave - The Rack Final Plat

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Kathryn

Thanks so much for talking with me this afternoon. To summarize our conversation, Joe and I have talked with many of our neighbors, and there is concern about the Rack moving into the old Joanns Fabric building and what they plan to do when they separate the northern-most building to an individual lot.

If I understand correctly, the current property owners owned all of the strip mall on the west side, all of the strip mall on the east side and the former Joanns building. Basically, everything but the old Toys R Us building. The Joanns building was recently sold to the Rack. Now they want to separate the building into a lot on its own which will include the green space behind the building they purchased.

My concern is what will the Rack do with this green space. I realize all of the green space behind the building is flood plain but I want to confirm they will not be able to build anything back there (patio, smoking area, parking, etc). My fear is affecting the flow of water if/when it floods. There is a retention area in the area you highlighted, and I hope this has to stay.

Neighbors (and myself) are also very concerned about the noise coming from this place. We have heard they have live music. We want to make sure they have to abide by laws in place today, so that we do not have to listen to this all hours of the evening. I apologize for not attending the meeting to express concern about the Rack moving into this building, but we were out of town.

Many of us are planning to attend the meeting next Thursday. You mentioned in our call there will be a revised map of what will be owned by the Rack. I am hoping this will bring comfort to many of us.

Thanks again for your time
See you next Thursday.

Cindy Jessen

LOCATION:
LOT 1 UNIVERSITY PARK

OWNER:
UNIVERSITY PARK PROPERTIES LLC

THE RACK BILLIARDS CLUB LLC.
ATTN:NOEL CHLADEK

PREPARED FOR:
NOEL CHLADEK

PREPARED BY:
LARRY HYLER PLS
BISHOP ENGINEERING
3501 104TH ST
URBANDALE, IA 50522

OWNERS:
REMAINDER LOT 1:UNIVERSITY PARK PROPERTIES LLC
ATTN: XINHUI XIAO (IVAN)
2075 NW 94TH STREET
CLIVE, IOWA 50325
PARCEL 2023-212:THE RACK BILLIARDS CLUB LLC.
ATTN:NOEL CHLADEK
8801 UNIVERSITY AVENUE
CLIVE, IOWA 50325

LOT 1 UNIVERSITY PARK, AN OFFICIAL PLAT, ALL INCLUDED IN AND FORMING A PART OF THE CITY OF CLIVE, POLK COUNTY, IOWA.

SUBJECT TO AND TOGETHER WITH ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD. CONTAINING 17.10 ACRES.

THIS PLAT HAS AN ERROR OR CLOSURE OF LESS THAN 1.0 FEET IN 10,000.0 FEET. EACH LOT WITHIN THIS PLAT HAS AN ERROR OF CLOSURE OF LESS THAN 1.0 FEET IN 5,000.0 FEET.

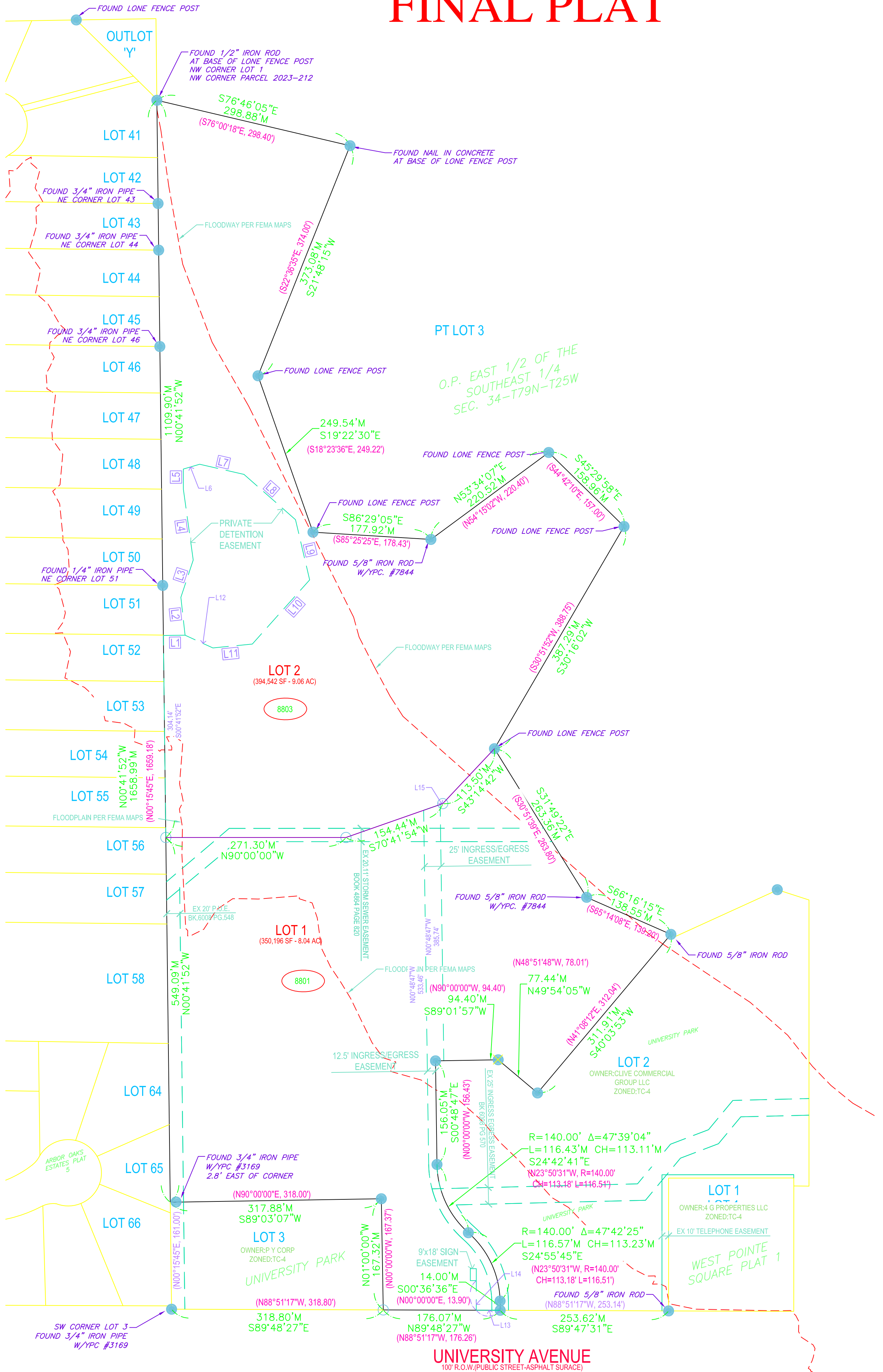
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PARCEL 2023-212 OF THE PLAT OF SURVEY RECORDED IN THE POLK COUNTY RECORDER BOOK 19704 PAGE 243 HAS BEEN CONVEYED STRICTLY IN ESSENCE OF OWNERSHIP AND WAS CONDITIONALLY APPROVED FOR BASIS OF CONVEYANCE OF SALE ONLY. PER CITY OF CLIVE LETTER ATTACHED TO SURVEY.

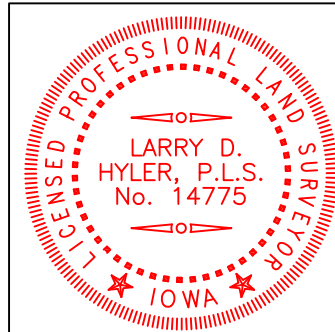
FF FLOODWAY FRINGE
FW FLOODWAY
TC4: SOUTH END TOWN CENTER
OPEN SPACE REQUIREMENT: 20%
MINIMUM FRONT YARD DEPTH: 0 FEET
MAXIMUM FRONT YARD DEPTH: 85 FEET
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ADJACENT TO AN R DISTRICT
INTERNAL REAR YARD SETBACK: 0 FEET OR 12.5 FEET
MINIMUM SIDE YARD SETBACK: 25 FEET, 75 FEET WHEN
ADJACENT TO AN R DISTRICT
INTERNAL SIDE YARD SETBACK: 0 FEET OR 12.5 FEET

 PROPERTY CORNER - FOUND CUT "X" OR AS NOTED
 PROPERTY CORNER- PLACED 5/8" IRON ROD WITH YELLOW PLASTIC CAP ID #14775 OR SET "X"
 CUT "X" IN PAVEMENT
 ADDRESS

AC	ACRES
PUE	PUBLIC UTILITY EASEMENT
TYP	TYPICAL
N	NORTH
S	SOUTH
E	EAST
W	WEST
YPC	YELLOW PLASTIC CAP
MPE	MINIMUM PROTECTION ELEVATION
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SIGNED: Larry D. Hylar DATE: 8-15-2024

LARRY D. HYLAR, P.L.S. 14775

LICENSE RENEWAL DATE: DEC. 31, 2024
PAGES OR SHEETS COVERED BY THIS SEAL: THIS PAGE ONLY

UNIVERSITY PARK PLAT 2
CLIVE, IOWA

3501 104th Street
Des Moines, Iowa 50322-3825
Phone: (515)276-0467 Fax: (515)276-0217
Civil Engineering & Land Surveying Established 1959

FINAL PLAT

REFERENCE NUMBER:
78-01P

DRAWN BY:
JPN

CHECKED BY:
LH

REVISION DATE:

PROJECT NUMBER:
230470

SHEET NUMBER:

1 OF 1

DECLARATION OF PRIVATE EASEMENTS

Preparer Information:

Bryan M. Loya
Wilson, Egge & Loya, P.C.
222 N.W. Sunrise Drive
Waukee, Iowa 50263
(515) 369-2502

Return Document To:

Wilson, Egge & Loya, P.C.
222 N.W. Sunrise Drive
Waukee, Iowa 50263

Declarant:

The Rack Billiards Club LLC

Legal Description:

See Exhibits 'A', 'B', and 'C'

DECLARATION OF PRIVATE EASEMENTS

This Declaration of Private Easements (this “Declaration”) is made as of the ____ day of July, 2024, by The Rack Billiards Club LLC, an Iowa limited liability company (“Declarant”).

RECITALS

A. Declarant is the owner of real property in the City of Clive, Polk County, Iowa, legally described as follows:

Lot 2 in University Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa (“Lot 2”).

B. To comply with City (as hereinafter defined) requirements in connection with the subdivision of University Park Plat 2, the Declarant desires to establish private easements over the Property (as hereinafter defined) for the benefit of future owners in University Park Plat 2.

C. University Park Properties LLC, an Iowa limited liability company (“University”), is the owner of real property in the City of Clive, Polk County, Iowa, legally described as follows:

Lot 1 in University Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa (“Lot 1”) (Lot 1 and Lot 2 are hereinafter collectively referred to as the “Property”).

University executes this Declaration solely for purposes of consenting to the same, as the record titleholder of Lot 1.

DECLARATION

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Declarant hereby declares as follows:

1. Definitions. All capitalized terms used in this Declaration shall, unless otherwise defined elsewhere in this Declaration, have the following meanings:

“City” means the City of Clive, Iowa.

“Owner” means the record titleholder of the Property, or any portion thereof.

2. Grant of Detention Easement. Declarant hereby establishes a perpetual, non-exclusive easement on, over and across the property set forth in Exhibit ‘A’ attached hereto, for the purpose of constructing, reconstructing, repairing, enlarging and maintaining an overland flowage and detention right-of-way area, together with the necessary appurtenances thereto.

3. Grant of Sign Easement. Declarant hereby establishes, and University hereby consents to the establishment of, a perpetual, non-exclusive easement on, over and across the property set forth in Exhibit 'B' attached hereto, for the purpose of constructing, reconstructing, repairing, grading, improving and maintaining monument signage for the Owner's and tenants of the Property, together with necessary appurtenances thereto. Declarant shall be entitled to the use and enjoyment of the bottom two (2) marquee sign positions located thereon.

4. Grant of Ingress/Egress Easement. Declarant hereby establishes, and University hereby consents to the establishment of, a perpetual, non-exclusive easement on, over and across the property set forth in Exhibit 'C' attached hereto, for the purpose of constructing, reconstructing, repairing, replacing, enlarging and maintaining private ingress, egress and access to and from public rights-of-way, together with the necessary appurtenances thereto. Maintenance obligations relating to the easements established in this Section 4 shall be in accordance with the provisions of a previously recorded Cross Access and Parking Easement Agreement between University and Declarant, filed February 15, 2024, in Book 19719, Page 426.

5. Grant of Utility Easement. Declarant hereby established, and University hereby consents to the establishment of, a perpetual, non-exclusive easement on, over and across the Property for the purpose of constructing, reconstructing, repairing, replacing, enlarging and maintaining the existing site utilities serving Lot 1 and Lot 2, including but not limited to water, sanitary sewer, storm sewer, electrical, and gas.

6. Maintenance. Subject to the right of reimbursement for reasonable costs hereinafter contemplated and except as otherwise provided in Section 4 of this Declaration, the Owner or occupant of the Lot on which an easement hereinabove established is located shall keep and preserve that portion of any easement area within its Lot in good repair and condition at all times; and shall remove all dead trees, shrubs, brush and trash which might obstruct or impede the flow of surface water. Such Owner shall further sufficiently maintain any landscape materials, including but not limited to live plantings and masonry, in good repair and condition at all times. All utility costs associated with any applicable lighting or associated electric features to the monument sign contemplated in Section 3 of this Declaration shall be prorated between University and Declarant based on the percentage of actual use of such lighting or associated electric features. University shall be directly billed for all such utility costs and within ten (10) days following billing receipt shall request reimbursement from Declarant in writing. Declarant shall reimburse University for its prorated share within ten (10) days following receipt of such reimbursement request and a copy of all applicable billings for which reimbursement is requested. All costs related to the maintenance, repair, and replacement of the detention facility contemplated in Section 2 of this Declaration shall be shared equally between Declarant and University. Declarant shall conduct such maintenance, repair, and replacement in accordance with the requirements of the City and shall request reimbursement from University in writing within ten (10) days following receipt of applicable invoices. University shall reimburse Declarant for its half of invoiced costs within ten (10) days following receipt of such reimbursement request and a copy of all applicable billings for which reimbursement is requested.

If either Owner fails to maintain, repair, and/or replace the easements located on its respective Lot in a good and workmanlike manner as provided in this Section 5 (the “Defaulting Owner”), the non-defaulting Owner shall have the right, but not the obligation, after ten (10) days’ notice and demand to the Defaulting Owner, to make such repair or take any other such action as necessary to repair or restore the affected easement area. The Defaulting Owner shall reimburse the non-defaulting Owner within thirty (30) days’ following receipt of the non-defaulting Owner’s written demand therefor and reasonable proof (including, without limitation, invoices) establishing the actual, reasonable costs and expenses incurred by such Owner in connection with performing such work.

7. Mutual Indemnity. Except for any loss, cost, damage or expense incurred due to the negligence or intentional misconduct of the Indemnified Parties (as hereinafter defined), University and Declarant (as applicable, an “Indemnifying Owner”) hereby indemnifies, defends and agrees to hold each of the other Owner (collectively, the “Indemnified Parties”) harmless from and against all claims, liabilities and expenses (including, without limitation, reasonable attorneys’ fees) actually incurred by an Owner to the extent arising from or related to: (i) the use of the easements by such Indemnifying Owner, or any person claiming under such Indemnifying Owner; (ii) any activity, work, or thing done, or permitted or suffered on or about the easements by such Indemnifying Owner or its agents; (iii) any breach by Indemnifying Owner of any term, covenant, or provision of this Declaration or any applicable law, code, ordinance, rule or regulation.

8. Erection of Structures Prohibited. No structures shall be constructed on or in any easement area which would prevent the full access or use of said easement area consistent herewith.

9. No Merger. It is expressly understood and agreed that the easements, rights and privileges granted and conveyed herein shall never be extinguished by reason of the fact that the legal or beneficial title to the entirety of the Property (or any interest therein or part thereof), as the case may be, is or may be vested in the same person or entity.

10. Binding Effect; No Public Grant. This Declaration shall run with the land, and shall inure to the benefit of, and be binding upon, the parties hereto and their successors and assigns. The easement rights and dedications created hereby are not for the benefit of the public generally and nothing herein shall be construed as a dedication to the public.

11. Amendment. Any change or amendment to this Declaration shall be effective only if it is in writing and signed by all of the owners of record of the Property and the City.

12. Waiver. Any failure, forbearance, delay or omission to exercise any rights under this Declaration in the event of a breach of any term of this Declaration shall not be deemed to be a waiver by any party of such term or any subsequent breach of the same or any other term, or of any rights of any party under the terms of this Declaration.

13. Severability. If any provision of this Declaration, or the application of it to any circumstance, is found to be invalid, the remainder of the provisions of this Declaration, or the

application of such provision to other circumstances than those to which it is found to be invalid, as the case may be, shall not be affected.

IN WITNESS WHEREOF, this Declaration has been made effective as of the date first above written.

THE RACK BILLIARDS CLUB LLC,
an Iowa limited liability company

By: _____
Noel Chladek, Manager

STATE OF _____)
) SS:
COUNTY OF _____)

This record was acknowledged before me on this _____ day of _____, 2024, by Noel Chladek, Manager of The Rack Billiards Club LLC.

Notary Public in and for said State

[CONSENT OF UNIVERSITY]

UNIVERSITY PARK PROPERTIES LLC,
an Iowa limited liability company

By: _____
Xinhui Xiao, Member

STATE OF _____)
) SS:
COUNTY OF _____)

This record was acknowledged before me on this _____ day of _____, 2024, by Xinhui Xiao, Member of University Park Properties LLC.

Notary Public in and for said State

EXHIBIT 'A'

An irregular shaped easement over and across Lot 2, University Park Plat 2, an Official Plat, Clive, Polk County, Iowa, described as: Commencing at the southwest corner of said Lot 2; thence N00°41'52"W along the west line of said Lot 2, a distance of 304.14 feet; thence N89°18'08"E, a distance of 32.73 feet to the point of beginning; thence N06°21'05"W, a distance of 57.34 feet; thence N18°19'42"E, a distance of 59.18 feet; thence N07°56'45"W, a distance of 107.62 feet; thence N00°06'41"W, a distance of 30.32 feet; thence N73°29'51"E, a distance of 25.68 feet; thence S77°06'49"E, a distance of 68.46 feet; thence S48°42'51"E, a distance of 103.26 feet; thence S13°12'37"E, a distance of 93.18 feet; thence S41°48'41"W, a distance of 129.49 feet; thence S84°18'49"W, a distance of 59.62 feet; thence N65°25'05"W, a distance of 46.10 feet to the point of beginning.

EXHIBIT 'B'

A rectangular shaped easement over and across Lot 1, University Park Plat 2, an Official Plat, Clive, Polk County, Iowa, described as: Commencing at the southeast corner of said Lot 1; thence N89°48'27"W along the south line of said Lot 1, a distance of 36.02 feet; thence N00°00'00"E, a distance of 44.48 feet to the point of beginning; thence N90°00'00"W, a distance of 9.00 feet; thence N00°00'00"E, a distance of 18.00 feet; thence N90°00'00"E, a distance of 9.00 feet; thence S00°00'00"E, a distance of 18.00 feet to the point of beginning.

EXHIBIT 'C'

An irregular shaped easement over and across Lot 1, University Park Plat 2, an Official Plat, Clive, Polk County, Iowa, described as: Beginning at the southeast corner of said Lot 1; thence N89°48'27"W along the south line of said Lot 1, a distance of 12.50 feet; thence N00°36'30"W, a distance of 13.72 feet; thence northwesterly along a 127.50 foot radius curve concave westerly, a distance of 106.22 feet, said curve having a chord bearing of N24°56'28"W and a chord length of 103.17 feet; thence northwesterly along a 152.50 foot radius curve concave easterly, a distance of 126.85 feet, said curve having a chord bearing of N24°42'30"W and a chord length of 123.22 feet; thence N00°48'47"W, a distance of 533.46 feet to the north line of said lot 1; thence N70°41'54"E along the north line of said Lot 1, a distance of 26.36 feet; thence S00°48'47"E, a distance of 385.74 feet to the east line of said Lot 1; thence S89°01'57"W along the east line of said Lot 1, a distance of 12.50 feet; thence S00°48'47"E along the east line of said Lot 1, a distance of 156.05 feet; thence southeasterly along the east line of said Lot 1 and along a 140.00 foot radius curve concave easterly, a distance of 116.43 feet, said curve having a chord bearing of S24°42'41"E and a chord length of 113.11 feet; thence southeasterly along the east line of said Lot 1 and along a 140.00 foot radius curve concave westerly, a distance of 116.57 feet, said curve having a chord bearing of S24°55'45"E and a chord length of 113.23 feet; thence S00°36'36"E along the east line of said Lot 1, a distance of 14.00 feet to the point of beginning.

Return to: City Clerk, City of Clive, 1900 NW 114th Street, Clive, IA 50325
Prepared by: Amanda Grutzmacher, 1900 NW 114th Street, Clive, IA 50325 Phone (515) 223-6221

RESOLUTION NO. _____

**RESOLUTION APPROVING FINAL PLAT OF UNIVERSITY PARK PLAT 2 AND
CERTAIN RELATED AGREEMENTS AND EASEMENTS**

WHEREAS, the preliminary plat and accompanying materials for University Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa (the "Plat"), have been filed with the City Clerk of the City of Clive, Iowa, by The Rack Billiards Club LLC, (the "Developer"); and

WHEREAS, the Developer has requested final approval of the Plat; and

WHEREAS, the Clive Planning and Zoning Commission has recommended that the Plat be approved; and

WHEREAS, the plat of University Park Plat 2 and the documents relating thereto comply in all other respects with the City of Clive's Subdivision Ordinance.

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

That the plat of University Park Plat 2 be and the same is hereby
accepted and approved by the City Council of the City of Clive.

BE IT FURTHER RESOLVED that the City of Clive does hereby accept the following additional easements to be filed with the Plat:

1. Declaration of Private Sign Easement
2. Declaration of Private Ingress/Egress Easement
3. Declaration of Private Utility Easement

4. Declaration of Private Detention Easement

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to file the final plat of University Park Plat 2, as well as any other documents related thereto, with the Polk County Recorder.

PASSED AND APPROVED this ____ day of _____, 2024.

By: _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: August 22, 2024

RE: Approve Pay Rate - Caden Ziegler - Public Works Operations Specialist- \$27.07/Hr - Effective 8/23/2024

SYNOPSIS:

Caden Ziegler has previously worked 4 summers for the Urbandale Parks and Recreation Department. He is a recent graduate from Grandview University with a BA in Business Administration. Caden has previous experience working with:

- Working with concrete, painting, sign work, asphalt, crack seal, sewer work, assisting with the sewer television, tree removal, spring cleanup, and yard waste

We believe that Caden will be a good fit for our Public Works Team, and we are excited to see him start his career with Clive.

Attachments:

1. Ziegler Offer
2. Operations Specialist and Appendix 2024
3. Resume Ziegler



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: August 22, 2024

RE: Approve Pay Rate - Mark Muerner - PT Firefighter/EMT - \$18/16/Hr - Effective 8/23/2024

SYNOPSIS:

Mark comes to Clive as a PT Firefighter/EMT with 10 plus years of experience with emergency care and firefighting. He is currently employed full-time by Windsor Heights Fire Department.

Attachments:

1. Muerner Offer Ltr
2. Resume Muerner
3. Firefighter EMT - PT



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: August 22, 2024

RE: Approve Pay Rate - Caden Sposeto - PT Firefighter/EMT - \$18.16/Hr - Effective 08/23/2024

SYNOPSIS:

Caden currently works as a part-time firefighter/EMT for Waukee Fire Department. Caden is looking for a part-time position that possibly could turn to a full-time position. He would like to learn and grow in his experience in both fire and EMS.

Attachments:

1. Firefighter EMT - PT
2. Sposeto Resume
3. Sposeto Offer (2)



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: August 22, 2024

RE: Public hearing for the Greenbelt Landing project to include:

- a. Resolution approving plans, specifications, form of contract and estimate of costs
- b. Receipt of bids
- c. Resolution awarding contracts for prime construction packages #22, #26, #31, #32, #32.1 - \$3,908,760.00
- d. Motion to reject all bids for for prime construction package #6
- e. Resolution setting date of public hearing to consider plans, specifications and taking of bids for prime construction package #6 for Greenbelt Landing project.

SYNOPSIS:

On August 15, 2024, City staff and the City's Construction Manager received bids for the six prime construction packages for the construction of the Greenbelt Landing Project. The construction plans and addendums are all on file in the City Clerk's Office and with our construction manager (DCI).

The City received multiple bids for each bid package and would recommend awarding the five prime contracts #22, #23, #31, #32, #32.1 as defined in the packet materials. It is also recommended that the bids for prime contract #6 be rejected due to the high bid costs for this package, placing the entire project slightly over budget for the construction portion. A summary of the bids received are in your packet for review.

The engineer's estimate for prime contract #6 was \$2,120,000 and the two received bids were for \$2,830,000 and \$3,044,000 which were 33% and 43% respectively over the engineer's estimate for prime contract #6. This has resulted in the entire project being 3% over the estimate for the construction portion.

The plans for prime construction package #6 will be reviewed for potential changes and efficiencies and then rebid. There is an action for setting the date of hearing for the September 26, 2024, City Council meeting for the receipt and potential award of the lowest responsible bidder for the rebid of prime contract #6.

It is anticipated that the rejection of bids for prime construction package #6 will not create large delays in the overall project schedule due to the key elements in this construction package not being some of the first elements undertaken in the project. The main items under prime construction package #6 are the wetland walkway, the stage and the community building renovations. The wetland walkway portion appeared to be the area of the project with the largest increases in bid prices as compared to the DCI estimate. Therefore, the Construction Manager will work to ensure clarity on the expectations of the wetland walkway in the rebid. The City's Owner's Representative Construction Manager (DCI Group) will be available at the meeting to walk through the bids received and contract award recommendations.

Attachments:

1. Resolution_-_Approving_Plans_and_Specs
2. Bid_Tab_-_Clive_Greenbelt_Landing
3. Resolution_-_Bid_Packages_22__23__31__32__32.1
4. Resolution_-_Rejecting_Prime_Contract_
5. Resolution_-_Greenbelt_Landing_Set_Date_of_Hearing_Package_6
6. Exhibit_A_-_Bid_Package_Summary

RESOLUTION NO. _____

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF
CONTRACT, AND ESTIMATE OF COSTS FOR THE
GREENBELT LANDING PROJECT

WHEREAS, on the 19th day of July, 2024, plans, specifications, a form of contract and an estimate of costs were filed with the City of Clive, Iowa, for the Greenbelt Landing Project (the "Project"), including separate work packages for General Building Construction; Plumbing and Mechanical; Electrical; Grading and Utilities; Concrete; Landscaping, 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 22nd day of August, 2024.

By: _____

John Edwards, Mayor

ATTTEST:

By: _____

Matthew Graham, City Clerk

CM: DCI Group	Bid Tabulation	Bid Date: 08/15/2024
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

BID PACKAGE #6					
General Building Construction					
Budget: \$2,120,000					
Bidder Name	5% Bid Security	Bidder Status Form	Addendum #1	Addendum #2	Base Bid
Keystone Construction			X	X	\$3,044,000
Graphite Construction	X	X	X	X	\$2,830,000

CM: DCI Group	Bid Tabulation	Bid Date: 08/15/2024
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

BID PACKAGE #22					
Plumbing and Mechanical					
Budget: \$344,000					
Bidder Name	5% Bid Security	Bidder Status Form	Addendum #1	Addendum #2	Base Bid
Excel Mechanical					\$364,500
Central Iowa Mechanical	X	X	X	X	\$259,869
Air-Con	X				\$321,325

CM: DCI Group	Bid Tabulation	Bid Date: 08/15/2024
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

BID PACKAGE #26					
Electrical					
Budget: \$282,000					
Bidder Name	5% Bid Security	Bidder Status Form	Addendum #1	Addendum #2	Base Bid
Van Maanen	X				\$398,110
Air-Con	X	X	X		\$388,703
8X8 Electrical					\$400,000

CM: DCI Group	Bid Tabulation	Bid Date: 08/15/2024
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

BID PACKAGE #31	5% Bid Security	Bidder Status Form	Addendum #1	Addendum #2	Base Bid
Grading					
Budget: \$2,000,900					
Bidder Name					
Henteges and Sons					\$3,335,000
On-Track Construction	X	X	X	X	\$1,700,000

CM: DCI Group	Bid Tabulation	Bid Date: 08/15/2024
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

BID PACKAGE #32					
Concrete Paving					
Budget: \$864,480					
Bidder Name	5% Bid Security	Bidder Status Form	Addendum #1	Addendum #2	Base Bid
Shekar Engineering					\$1,353,988
Graphite Construction					\$830,000
Concrete Technologies					\$899,294
Absolute Group		X	X	X	\$635,188
All-Star Concrete					\$787,000
Nehring Construction					\$743,315
Keystone Construction					\$1,035,000
Manatts					\$1,133,230

CM: DCI Group	Bid Tabulation	Bid Date: 08/15/2024
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

BID PACKAGE #32.1 Landscaping Irrigation and Plantings Budget: \$915,000		5% Bid Security	Bidder Status Form	Addendum #1	Addendum #2	Base Bid
Bidder Name						
Country Landscapes			X	X		\$925,000
Alpha Landscapes		X				\$966,750

CM: DCI Group	Bid Tabulation	Bid Date: 8/15/24
Owner: City of Clive	Clive Greenbelt Landing	Bid Time: 2:00 PM
Architect: SmithGroup	Project Number: 23.046	Recorder: JJ

Clive Greenbelt Landing- Bid Summary

Bid Package	Contractor	CD Estimate	Base Day	DELTA
BP #6 - General Construction		\$2,120,000	\$2,830,000	-\$710,000
BP #22 - Mechanical & Plumbing		\$344,000	\$259,869	\$84,131
BP #26 - Electrical		\$282,000	\$388,703	-\$106,703
BP #31 - Grading/Utilities		\$2,000,900	\$1,700,000	\$300,900
BP #32 - Concrete		\$864,480	\$635,188	\$229,292
BP #32.1 - Landscaping		\$915,000	\$925,000	-\$10,000
Total Budget vs. Bids:		\$6,526,380.00	\$6,738,760.00	-\$212,380.00

Base Bid

CD Estimated value

\$6,526,380

Bid day

\$6,738,760

RESOLUTION NO. _____

RESOLUTION AWARDDING CONTRACTS FOR PRIME CONSTRUCTION PACKAGES
#22, #23, #31, #32, #32.1 FOR GREENBELT LANDING PROJECT

WHEREAS, the plans, specifications, form of contract, and estimate of costs for the Greenbelt Landing Project (the "Project"), including separate work packages for various aspects of 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 bids described on Exhibit A, for the various packages of the Project, as described in the plans and specifications adopted by the City of Clive be and are hereby accepted, the same being the lowest responsible bids 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 22nd day of August, 2024.

By: _____

John Edwards, Mayor

ATTTEST:

By: _____

Matthew Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION REJECTING BIDS FOR THE
2022 RESIDENTIAL PCC PAVEMENT REHABILITATION PHASE 1 PROJECT

WHEREAS, the plans, specifications, form of contract, and estimate of costs for the Greenbelt Landing Project (the "Project"), including separate work packages for various aspects of the Project have previously been approved; and

WHEREAS, the City of Clive (the "City") authorized the receipt of bids for the Greenbelt Landing Project (the "Project"); 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; and

WHEREAS, the bids received for prime construction packages #6 were over the estimate of costs; and

WHEREAS, it is the desire of the City to reject all bids received for prime construction package #6 for exceeding the estimate of costs.

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

That the bids for the Project, as described in the plans and specifications be and hereby are rejected.

That copies of this Resolution be provided by the City to all rejected bidders.

PASSED AND APPROVED this 22nd day of August, 2024.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER PLANS,
SPECIFICATIONS AND TAKING OF BIDS FOR PRIME CONTRUCTION PACKAGE #6
FOR THE GREENBELT LANDING PROJECT

WHEREAS, the City Council of the City of Clive, Iowa (the "City") has determined that it is necessary and desirable to construct improvements to the Clive Greenbelt in an area known as Greenbelt Landing 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 prime construction package #6 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 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 18th day of September, 2024, at 2:00 p.m., at the Clive City Hall, Clive, Iowa. The 26th day of September, 2024, at 6:00p.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 on September 26, 2024 - 6:00 PM
5. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED THIS 22nd day of August, 2024.

By: _____

John Edwards, Mayor

ATTTEST:

By: _____

Matthew Graham, City Clerk

Exhibit A

Lowest Responsible Bidders – Greenbelt Landing Project

Bid Package #6 – General Building Construction

Graphite Construction - \$2,830,000

Bid Package #22 – Plumbing and Mechanical

Central Iowa Mechanical - \$259,869

Bid Package #23 – Electrical

Air Con - \$388,703

Bid Package #31 – Grading and Utilities

On Track Construction - \$1,700,000

Bid Package #32 – Concrete

Absolute Group - \$635,188

Bid Package #31.1 – Landscaping

Country Landscapes - \$925,000

Total for all Packages - \$6,738,760



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: August 22, 2024

RE: Resolution Approving Contract Amendment with Smithgroup for Greenbelt Landing Design, Construction Administration and Donor Signage - \$320,630.00

SYNOPSIS:

This represents the third contract amendment with SmithGroup for the Greenbelt Landing project. The total contract amount with SmithGroup prior to this amendment was in the amount of \$828,300. The proposed third amendment to this contract is in the amount of \$320,630 and the total contract amount will be \$1,148,930 following approval of the third amendment to their contract.

This contract amendment covers additional design services that were needed to get the contract through the needed permit approvals needed for the project, graphic design services for donor recognition, construction staking services and construction administration services for the construction of the project.

Staff recommends approval of the third amendment with Smithgroup.

Attachments:

1. Resolution
2. Contract Amendment #3

RESOLUTION NO. _____

RESOLUTION APPROVING AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL
SERVICES WITH SMITHGROUP FOR THE DEVELOPMENT OF THE DONOR
RECOGNITION SIGNAGE, AND CONSTRUCTION ADMINISTRATION

WHEREAS, the City currently has a contract with SmithGroup for services related to the Greenbelt Landing project in the amount of \$828,570;

WHEREAS, the original contract and first two amendments for the contract was to complete site design services and construction drawings for the project; and

WHEREAS, the Greenbelt Landing project has now been bid out for construction but still desires to work with Smithgroup to design recognition signage for donor elements and for construction administration of the project; and

WHEREAS, the City has worked with SmithGroup to come to an agreement regarding the impact of these changes and wants to amend the contract to reflect these additions.

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

That Mayor be authorized to execute the third amendment to the professional services agreement with Smithgroup in the amount of \$320,360 and the City Clerk is hereby authorized and directed to attest to the signature of the Mayor to same.

PASSED AND APPROVED this 22nd day of August, 2024.

By _____
John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk

SMITHGROUP

AMENDMENT TO OWNER CONTRACT

SG Project Title: City of Clive Greenbelt Landing
SG Project Location: 1900 NW 114th Street, Clive, IA 50325
SG Project Number: 12737

Amendment No.: 003

Client

Clive Parks and Recreation
1900 NW 114th Street
Clive, IA 53025

Amended Scope of Services

This contract amendment incorporates additional design service including construction documents, donor signage, construction administration services, and construction staking. The amended scope of service includes the following changes:

Additional Design Services

- Provide additional rounds of review and incorporate changes for stormwater management at the direction of staff.
- Hydraulic modeling changes to incorporate the revised playground structure added after the model was submitted and to support a more detailed modeling request from the DNR that was above and beyond typical requirements.
- Redesign of stormwater pond path to utilize recently cleared area from city tree removals.
- Incorporating additional project area for the development of entry concept on north side of the pedestrian bridge.
- Prepare a preliminary study to explore additional opportunities to reduce the amount of riprap along Walnut Creek. Based on City feedback, plan and specification revisions to reduce the amount of riprap.
- Staking and additional survey to establish Ordinary High-Water Mark and update wetland boundaries.
- Documentation of construction staging sketch provided by DCI.
- Additional meeting and coordination resulting from extended project schedule.

Graphic Design Service for donor signage

- Branding Graphics
 - Three (3) branding graphic concepts with two (2) sets of revisions.
 - Development of branding graphics including consideration for its appearance on different donor recognition elements (large and small donor signs, rail plaque, building and stage recommendations), including font selection, color selection and hierarchy.
 - (3) Client meetings
 - Concept Meeting: Review graphic concepts and how they could work with Clive branding and some light discussion on how the system could work in a greater system. The goal of this meeting is to establish one (1) design direction.
 - Review Meeting: Further develop the branding graphics and how the graphics apply to the various recognition elements with initial recommendations/focus on the donor wall.
 - Final Review: Review of the entire donor recognition system.
 - Developing brand guidelines PDF, final graphic files and elevations ready to send to a fabricator.
- Donor Signs, Plaques, and Wall/Structure

SMITHGROUP

- Final form design including material recommendations.
- Final recommendation for how branded graphics will be applied to this donor Wall/Structure.
- Final Output: final graphic files and annotated elevations ready to send to a fabricator.
 - Drawings provided for bidding will be design intent drawings and not detailed drawings.
 - The final donor list graphic will not be provided because the list is expected to grow and change.

Construction Administration Services

Construction Administration is based on a 14-month timeline from preconstruction to completion. As part of this service to support the DCI team during construction, SmithGroup will:

- Attend hybrid preconstruction meeting conducted by DCI. V&K will attend in-person.
- Attend construction progress meetings either in-person or virtually.
 - DCI to notify design team if specific disciplines are needed to attend meeting in advance. Not all design disciplines will attend every progress meeting.
 - Progress meetings will be held every other week throughout the duration of construction.
 - Site visits will coincide with progress meetings.
- Perform periodic construction site visits to observe construction progress and quality of work. Prepare construction progress reports for each site visit.
- Check, note and review shop drawings, material samples, and other submissions and proposals of the Contractor for compliance with the working drawings, specifications, and intent.
- Prepare responses to Contractor Request for Information (RFI) submittals.
- Prepare routine change orders as required by construction.
- Prepare and distribute construction bulletins, change orders and supplemental instruction including clarification to assist in the interpretation of plans and specifications when directed by the Client.
- Review, process, and certify Applications for Payment from Contractor to Owner.
- Compile a punch list of items that are not in compliance with Construction Documents.
- Conduct three separate punch list site inspection at substantial completion and three final walkthroughs: one for Walnut Creek, one for sitework, one for building to determine that the Contractor has satisfactorily completed all punch list items, and has otherwise complied with the Construction Documents including, but not limited to, the completion and delivery to SmithGroup of all record drawings as required by contract.
- Provide Record CAD File
 - Survey of physically known changed utility surface items.
 - Updating and creating a separate CAD file of the survey above.

Meetings & Site Visits

- (1) Pre-construction kickoff meeting
- (26) Hybrid construction progress meeting (bi-weekly)
- (14) Site Visits (coincide with progress meetings when possible. Not all design disciplines will attend every site visit)
- Punch list walk through
 - (1) Walnut Creek
 - (1) Sitework
 - (1) Building
- Final walk through
 - (1) Walnut Creek
 - (1) Sitework
 - (1) Building

Deliverables

- Site visit reports
- (1) Punchlist report for Walnut Creek
- (1) Punchlist report for site work

SMITHGROUP

(1) Punchlist report for building
Construction bulletins, change orders and clarifications

Construction Staking Services

- Crews will verify project control.
- Provide stakes at locations provided which have coordinate information or adequate geometry to calculate coordinates.
- Crews propose to make a maximum of 16 trips for the project.
- Project CAD files matching the contractors will be provided to V&K by design team members.
- Any additional request will be charged at current company rates.
- Any additional services provided other than those specified will be billed to the client.
- A minimum of 48 hours' notice for all staking services must be given.
- Staking will be provided on items one time. Restaking will be reimbursed by either the contractor or the City.

SCHEDULE

The schedule attached as Exhibit B is anticipated from DCI dated 03/08/2024, but subject to change based on permitting and other factors. An extension of the duration of the project that requires additional meetings or submittals may incur additional costs.

COMPENSATION AMOUNT

By signing below, the parties agree that SmithGroup will provide the below Scope of Services in conjunction with our Agreement dated October 13, 2020, and to expend an additional \$320,630 bringing the total amount authorized, as of this date, to \$1,148,930 plus reimbursable construction staking expenses not to exceed \$2,400. The fee is broken-down as follows:

Additional Design Services	\$79,434
Graphic Design Services for donor recognition	\$16,500
Construction Administration Services	\$199,916
Construction Staking Services	\$24,780

All other provisions of our Agreement remain unchanged.

Client (Signature)

SmithGroup (Signature)

(Printed name and title)

(Printed name and title)

Date

Date



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: August 22, 2024

RE: Resolution Approving Contract with DCI Group for Construction Management Services for Greenbelt Landing Project - \$737,295.90

SYNOPSIS:

In October of 2023 city staff received proposals from three different teams in response to the City's request for proposals for Construction Manager as Agent for the Greenbelt Landing project.

The City received proposals from the following teams:

1. DCI Group
2. McGough
3. Ryan Companies

All three teams were interviewed and following the interviews and reference checks the team from the DC Group was selected as the team to recommend for the construction manager as agent role in the Greenbelt Landing project.

They had the lowest proposed overall fee and there was a cap in their fee that would not increase with change orders. The other two teams had a higher fee and did not cap their fee and we would be charged for every change order on the project. With the DC Group capping this cost it will likely result in significantly lower overall fees when compared to the other two proposals that we would be charged for this project.

On November 9, 2023, the City Council approved a smaller contract with DCI for pre-construction services in the amount of \$19,140. This smaller contract allowed City staff to work with DCI Group to better refine the overall budget for the project resulting in a more refined contract amount when brought forward for City Council consideration.

Now that the City has received bids for the Greenbelt Landing project the staff was able to bring forward a contract with DCI for consideration by the City Council.

The proposed fee for DCI's Construction Manager services on the Greenbelt Landing Project are as follows:

Construction Fee (2.75% of bid totals) - \$185,315.90

Estimated Staff Costs During Construction and Closeout - \$496,280.00

Estimated General Condition Costs - \$55,700

Total Estimated Costs - \$737,295.90

The only amount of the fee that is fixed is the 2.75% fee for construction fee. All other costs are expended and reimbursed per the hourly rates noted in the contract and are estimated based on expected time needed to complete the project, so the final costs for the contract will vary due to the rejection of all bids for prime contract #6 so the contract will need to be amended to reflect the future awarded contract for prime contract #6.

Staff recommends approval of contract with DCI Group for construction management of the Greenbelt Landing project.

Attachments:

1. Resolution
2. Contract

RESOLUTION NO. _____

RESOLUTION APPROVING CONTRACT WITH DCI GROUP FOR CONSTRUCTION
MANAGER AS AGENT FOR CONSTRUCTION SERVICES FOR GREENBELT LANDING

WHEREAS, the City intends to construct park improvements on the site of the Clive Aquatic Center commonly known as the Greenbelt Landing Project ("Project") on the site; and

WHEREAS, the City desires to engage with a consultant to provide owners representative services for the Project; and

WHEREAS, following a Request for Proposals (RFP) process the City desires to work with DCI Group for these consultant service; and

WHEREAS, the City wishes to proceed with a Construction Manager as Agent contract for the Greenbelt Landing Project; and

WHEREAS, DCI'S proposed fee is 2.75% of the construction bids plus direct staff costs for construction phase services and direct costs for general conditions for a total contract amount of \$737,295.90; and

NOW, THEREFORE, be it resolved by the City Council of Clive, Iowa that the Mayor is authorized to sign and the City Manager is authorized to execute the attached contract with DCI Group for Construction Services for the Greenbelt Landing Project in the amount of \$737,295.90.

PASSED AND APPROVED this 22nd day of August, 2024.

By: _____
John Edwards, Mayor

ATTTEST:

By: _____
Matthew Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION APPROVING CONTRACT WITH DCI GROUP FOR CONSTRUCTION
MANAGER AS AGENT FOR CONSTRUCTION SERVICES FOR GREENBELT LANDING

WHEREAS, the City intends to construct park improvements on the site of the Clive Aquatic Center commonly known as the Greenbelt Landing Project ("Project") on the site; and

WHEREAS, the City desires to engage with a consultant to provide owners representative services for the Project; and

WHEREAS, following a Request for Proposals (RFP) process the City desires to work with DCI Group for these consultant service; and

WHEREAS, the City wishes to proceed with a Construction Manager as Agent contract for the Greenbelt Landing Project; and

WHEREAS, DCI'S proposed fee is 2.75% of the construction bids plus direct staff costs for construction phase services and direct costs for general conditions for a total contract amount of \$737,295.90; and

NOW, THEREFORE, be it resolved by the City Council of Clive, Iowa that the Mayor is authorized to sign and the City Manager is authorized to execute the attached contract with DCI Group for Construction Services for the Greenbelt Landing Project in the amount of \$737,295.90.

PASSED AND APPROVED this 22nd day of August, 2024.

By: _____
John Edwards, Mayor

ATTTEST:

By: _____
Matthew Graham, City Clerk



Memo

TO: Mayor and Council members

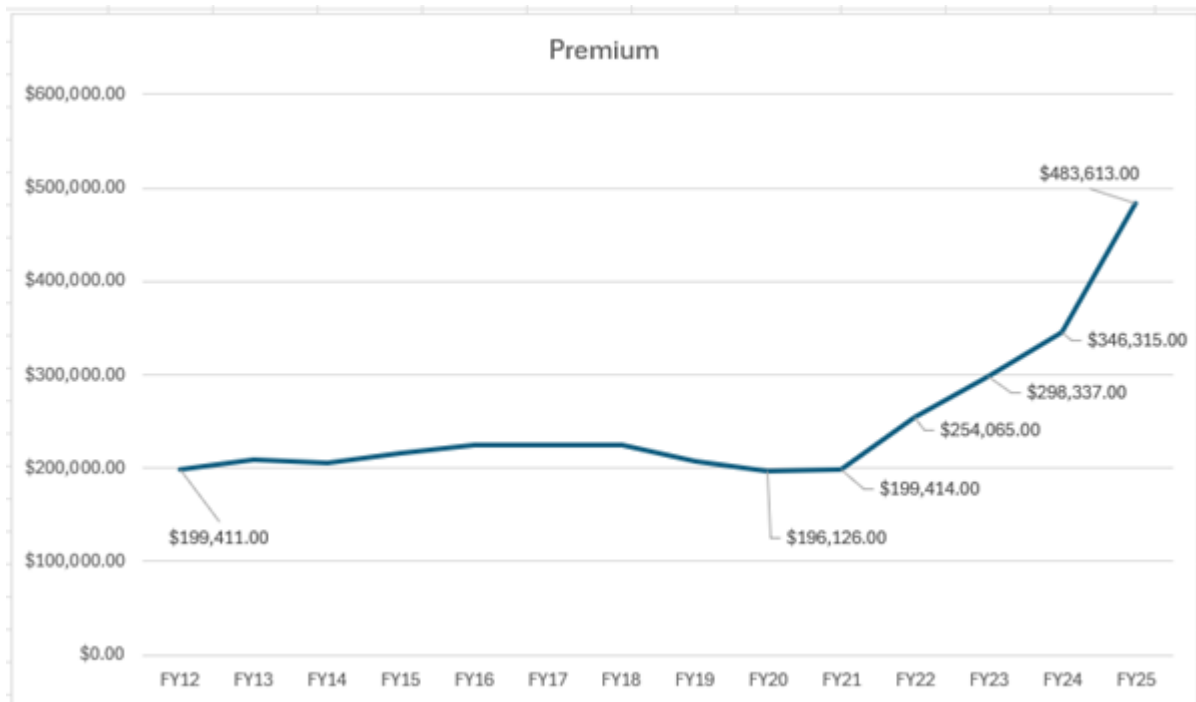
FROM: Matthew Graham, City Clerk

DATE: August 22, 2024

RE: Approve Renewal - Property and Liability Insurance - ICAP - \$455,235.00

SYNOPSIS:

Looking back over the last 15 years, we have observed that the cost of our property and liability insurance has consistently hovered around \$200,000 annually. This trend held until FY22, when we experienced a significant year-to-year increase of 27.4%, followed by subsequent increases of 17.4% in FY23, 16.1% in FY24, and now a 39.7% increase from FY24 to FY25. To put this into perspective, in just the last four years, we have absorbed a 142% increase over our previous 20-year average premium cost.



In the past, to help reduce our premiums, we have raised deductibles when it made good fiscal sense to do so.

For FY25, we reviewed the following deductible options:

- Increasing the Auto deductible from \$1,000 to \$2,000 would save us \$7,652 on our premium.
- Increasing the Property deductible from \$1,000 to \$5,000 would save us \$28,378 on our premium.
- Increasing the Property deductible from \$1,000 to \$10,000 would save us \$38,288 on our premium.

We then conducted a thorough analysis of our loss history to determine what we typically pay out in deductibles. Historically, for Auto claims, we typically pay out about \$2,389 annually, and for Property claims, we typically pay out about \$1,875 annually. However, in FY24, we saw our deductible payouts rise to \$15,736 for Auto and \$6,000 for Property. A review of our loss history indicates that these increases are due to several factors, including a sharp rise in intentional contact incidents with police vehicles (PIT maneuvers) and incidents involving uninsured or underinsured motorists damaging city property or vehicles.

We compared the potential premium savings with our loss history to determine whether it would be financially prudent to adjust our deductibles. We quickly recognized that increasing deductibles for Auto coverage would not be advantageous if our loss experience continues on its current trajectory. For example, last fiscal year, we paid out \$15,736 in Auto deductibles. If our Auto deductible had been \$2,000, that amount would have doubled to \$31,472, while we would have saved only about \$7,500 on the premium. Therefore, increasing Auto deductibles would result in a greater net expense to the City.

On the Property coverage side, we determined that increasing the deductible to \$5,000 would have a neutral impact on overall expenses when compared to FY24 and a net decrease in expenses when compared to our historical average Property loss history. As a result, staff has decided that Auto deductibles will remain at \$1,000, while Property deductibles will be increased to \$5,000, reducing the overall cost of our insurance coverage for FY25 by \$28,378.

In summary, the overall insurance market has faced significant challenges over the last four years, including the pandemic, supply chain disruptions, increased inflation, rising construction costs, more frequent severe weather events, more frequent claims of law enforcement discrimination/misconduct, etc. These factors have driven the need for insurance providers to raise premiums in order to remain solvent.

Additionally, the overall increase in insurance costs and the cost of living appears to be contributing to a rise in uninsured and underinsured motorists, which increases our insurance pool's exposure. Specific to Clive, over the last 5 years we have experienced a 17% increase in the value of our insured vehicles (\$6,140,622 to \$7,202,740) and a 73% increase in the value of our insured properties (\$41,690,513 to \$72,264,668). The addition of the new Public Safety Center for 18.3 million, which came online amidst these challenges, was certainly a contributing factor to the dramatic rise in our insured properties values. But in addition to that we have also seen a steep increase in values as a result of the "Inflation Guard" system that ICAP has in place, which is specifically influenced by inflation. In 2022, the Inflation Guard formula increased our values by 8%, 2023 – 10% and another 10% again this year.

Staff is recommending your approval of our ICAP policy for \$455,235.00, which has been reduced down from the original renewal price of \$483,613.00 due to the decision to raise our Property deductible to \$5,000.00 per occurrence. Our renewal premium has traditionally been paid for from the Trust and Agency fund, however staff is now exploring alternate ways of budgeting for this annual expense that would take it out of Trust and Agency.

Attachments:

1. FY24_25 Invoice