ACTION AGENDA 2013 – 2014

Mayor and City Council

Clive, Iowa
August 2013

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Clive
Vision 2027

CLIVE 2027
is a *BEAUTIFUL, SAFE AND DISTINCTIVE* (A)
City with *GREAT RESIDENTIAL NEIGHBORHOODS.*(B)

CLIVE 2027
provides *EXCEPTIONAL FAMILY LIVING* (C) and *OPPORTUNITIES FOR PERSONAL WELLNESS.*(D)

CLIVE 2027
has the *CLIVE GREENBELT,* (E) a *TOWN CENTER* (F) for all to enjoy, and a *REVITALIZED 86TH URBAN NEIGHBORHOOD.*(G)

We take *PRIDE IN CLIVE!*(H)

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PRINCIPLE A	BEAUTIFUL, SAFE AND DISTINCTIVE

- **Means**
  1. Well designed, well maintained city infrastructure, streetscapes, ROW, and parks
  2. Property owners taking responsibility for their buildings, homes and landscaping meeting city standards and codes
  3. Residents feeling safe and secure at home, in the neighborhood and throughout the Clive community with no tolerance for crime
  4. Timely response to emergency calls for service or assistance
  5. Well maintained major corridors and neighborhoods
  6. Public art throughout the city

PRINCIPLE B	GREAT RESIDENTIAL NEIGHBORHOODS

- **Means**
  1. Full range of high quality homes for different lifestyles and generations
  2. Variety of well planned, distinctive neighborhoods
  3. Well maintained community spaces and infrastructure
  4. Linked to Clive Greenbelt and trail system
  5. High percentage of homeownership
  6. Easy access to shopping and community amenities
  7. NW Clive developed as a new planned neighborhood with large homes (north) and traditional homes (south) with limited neighborhood retail

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PRINCIPLE C	EXCEPTIONAL FAMILY LIVING

- **Means**
  1. Great place to raise children
  2. Housing for grandparents to live near their grandchildren
  3. Family oriented recreational programs and activities for all generations
  4. Children are safe in their neighborhood and at school – no concern for parents
  5. Quality educational programs and services through the city library
  6. Pet friendly parks and amenities
  7. Home offices with parents able to work at home
  8. Preferred place for family living in Des Moines region

PRINCIPLE D	OPPORTUNITIES FOR PERSONAL WELLNESS

- **Means**
  1. Community valuing and supporting personal wellness
  2. Convenient access to quality medical and healthcare services
  3. Facilities and programs for personal fitness and wellness – biking, running, walking, exercise
  4. Opportunities for outdoor and indoor personal exercise
  5. Strong faith based institutions
  6. Availability of local fresh food for healthy choices, including Farmers Market, community garden(s), etc.
  7. Integrating body, mind and spirit
  8. Library outreaching to meet the needs of the community and residents

PRINCIPLE E	CLIVE GREENBELT

- **Major Access Points:**
  a. University Blvd: Mixed Use Development
  b. 86th: Urban Neighborhood – Retail
  c. Country Club Blvd. Dam: Public Access and Use (park)
  d. Brownell Sports Complex: Walnut Creek Little League Field and Park
  e. Emerald Isle: Retail
  f. NW Neighborhood: Natural Area
  g. Campbell Park: Park and Recreation

- **Means**
  1. Greenbelt connections throughout the city (and cooperation with other cities)
  2. Regional trail in a natural, beautiful setting
  3. Public access and enjoyment
  4. Greenbelt – Clive branded with wayfinding signs, including NW neighborhood
  5. Well Maintained Greenbelt at a high quality level

PRINCIPLE F	TOWN CENTER

- **Means**
  1. Community destination and focal point
  2. Public space for events, festivals, activities and meetings
  3. Public investment stimulating private partnership in development of center
  4. Family oriented activities with strong community participation
  5. Aquatic Center with a variety of venues
  6. City Campus – a center of government

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PRINCIPLE G	REVITALIZED 86TH URBAN NEIGHBORHOOD

- **Means**
  1. Reputation as a "great urban neighborhood"
  2. 86th pass through corridor – moving traffic
  3. Neighborhood park with a variety of activities and equipment
  4. "84th" developed as the main street for the neighborhood
  5. Pedestrian friendly and walkable with Greenbelt link
  6. Neighborhood retail and restaurants
  7. Community Police Sub-Station with community meeting room/space
  8. Well maintained, livable homes and apartments that are increasing in value
  9. Public Transportation connection
  10. City public investment in the neighborhood
  11. Major corridor with design standard (with West Des Moines and Urbandale)

PRINCIPLE H	PRIDE IN CLIVE

- **Means**
  1. Positive reputation for the Clive community in the Des Moines metro area
  2. Strong community and neighborhood events and festivals with active participants
  3. Residents taking pride in saying "I live in Clive" – strong sense of community and small town feeling
  4. Clive becoming residents' "hometown"
  5. Public gathering places throughout the community
  6. Residents, businesses and community organizations participating in and contributing to the Clive community

Clive City Government: Our Mission

OUR MISSION is to provide

HIGH QUALITY, CUSTOMER VALUED MUNICIPAL SERVICES in a

FINANCIALLY RESPONSIBLE MANNER

through a **DEDICATED WORKFORCE**

resulting in **SATISFIED CUSTOMERS**

and a **SUSTAINABLE CLIVE COMMUNITY**

COST EFFECTIVE DELIVERY

FORWARD THINKING

CONTINUOUS IMPROVEMENT

Clive City Government: Core Beliefs

CLIVE TEAM

We	**S**	*erve*
We are	**P**	*roductive*
We act with	**I**	*ntegrity*
We take	**R**	*esponsibility*
We are	**I**	*nnovative*
We practice	**T**	*eamwork*

City of Clive
Goals 2017

Financially Sound City Providing Services Valued by Residents

Great Place to Live: The Premier Location for Families

Vibrant Corridors and Town Center

Upgrade City Facilities and Infrastructure

City of Clive
Policy Agenda 2013 – 2014
Targets for Action

TOP PRIORITY

Budget and Financial Sustainability Plan

Town Center Neighborhood Master Plan and Development

Comprehensive Plan and Land Use Policy

Government Center Development

Greenbelt Trail Improvements, Direction, Funding

HIGH PRIORITY

Salary Matrix Re Calibration / Performance Evaluation System

Community Engagement in Metro Activities

Clive – Waukee Boundary Agreement

86th Area Project for 2014

Greenbelt Trail and Park System Plan and Development

MODERATE PRIORITY

Human Resource Officer: Funding

WestPet Facility Development

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City of Clive
Management Agenda 2013 – 2014
Targets for Action

TOP PRIORITY

Leisure Services Department: Development

Police Negotiations and Labor Contract

Fire Standard of Coverage: Funding Development

Affordable Healthcare Act: City Plan and Insurance Adjustment

Walnut Creek Watershed Regional Authority

HIGH PRIORITY

Economic Development Action Plan:
Implementation and Reporting

Bi Annual Citizen Satisfaction Survey

Citywide Business License Program Evaluation

Crime Free Multi Housing Initiative

Fire / Building Code Update: Adoption

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City of Clive
Management in Progress 2013 – 2014

1. Records Retention Manual
2. Cash Management Procedures: Council Adoption
3. Clive Community Foundation: Re Launch
4. Technology Cost Reduction Projects
5. Electronic Submission of Budget Document
6. Ambulance Replacement
7. Library System Migration
8. Internet Fiber Redundancy and Bandwidth Increase
9. CityWorks Asset Management System: Phase I Public Works
10. Paperless Court System: Dallas County
11. Ambulance Billing Services: 28E Agreement for Contract Services with West Des Moines
12. Website Redesign: Phase II
    (Content Management System and Framework)
13. Web based Mapping System Migration
14. Westcom New Radio System
15. Fire/EMS Service Collaboration with Windsor Heights
16. Permanent Records Storage: Council Adoption
17. Fire House Records Management System Updated
18. Data Storage Capacity and Back Up Improvements: Research
19. City Service Plan for Buildout
20. Electronic Payment/Credit Cards: Evaluation Report with Recommendations

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21. Integration of Mobility
22. Field Network Asset Improvements (Wireless Canopy): Research
23. Fire Ladder Truck Replacement
24. Police Patrol Fleet Conversion
25. WRA 28E Agreement Update: Reclassification of Clive: Participation, Initial Council discussion
26. Laserfiche/Archive Police Reports
27. Subdivision Development
28. Green and Sustainable Clive: Project Identification
29. Existing Business Visit Program: Major Employers
30. Smoke Detector Program (Grant)
31. Emerald Ash Borer: Public Communications: Materials for Neighborhood Associations / Homeowners; Outreach Strategy
32. NW Trail Extension Land Acquisition
33. City Economic Development eNewsletter
34. Housing Code / Program: Evaluation / Update Report
35. Public Art Internship Program: Development
36. Residential Meter Change Out Program
37. Retro Reflectivity Sign Changes
38. Hickman / I – 35 / 80 Interchange: Diverging Diamond Operation Study
39. Wetlands Mitigation Tree Replacement
40. Fiber Optic Network: Clive / West Des Moines University Avenue 28E Agreement
41. Operational SOG's for Roadway Maintenance, Traffic Control and Water Distribution
42. Metro Debris Management Plan (Capital Crossroads Initiative)
43. Metro Management Right of Way Permitting and Oversight (Capital Crossroads Initiative)
44. Drought Recovery Program: Trees and Plants

City of Clive
Major Projects 2013 – 2014

1. 86th Streetscape Phase III (Park Access Drive to Walnut Creek Bridge)
2. Windsor Heights / Urbandale on North Walnut Creek Sewer Relocation Project
3. Stream Bank Stabilization Demonstration Project
4. Public Works Facility Overhead / Walk in Door Installation
5. Crack and Joint Sealing for Roadways (25 miles)
6. School Route at Shuler Elementary School
7. NW 100th Place – NW 103rd Subdrain and Pavement Replacement
8. Westcom Radio System: Upgrade
9. North Walnut Creek Sanitary Trunk Sewer
10. Sewer Main Rehabilitation (3700')
11. Pavement Replacement Program (in-house) (3000 Sq. Yds.)
12. LED Traffic Signals Walk Don't / Don't Walk / Count Down Timers
13. Traffic Signal Battery Back Ups and Replacement
14. Large Water Meter Change Out (2)
15. 142nd Street Overlay / Reconstruction
16. PCC Patching Program
17. Overlay Program
18. Annual Trail Maintenance Program (2000')
19. Outdoor Warning Sirens Upgrade

City of Clive
Action Outlines 2013 – 2014

GOAL 1 — FINANCIALLY SOUND CITY PROVIDING SERVICES VALUED BY RESIDENTS

ACTION: $ — BUDGET AND FINANCIAL SUSTAINABILITY PLAN

PRIORITY: *Policy – Top*

Activities/Milestones	*Time*
1. Council Decision: FY2014 Budget Gap	Done
2. Citizen Review Committee: Review and Feedback	10/13
3. Develop Financial Plan and Budget	12/13
4. Council Presentation	1/14
5. Council Decision: Financial Sustainability Plan and Budget	3/14

Responsibility: City Manager

ACTION: $ — SALARY MATRIX RECALIBRATION/ PERFORMANCE EVALUATION SYSTEM

PRIORITY: *Policy - High*

Activities/Milestones	*Time*
1. Complete Study	10/13
2. Apply CPI	11/13
3. Joint Employee Committee Meetings	12/13
4. Council Presentation: Report	2/14
5. Council Decision: Report	4/14

Responsibility: City Manager

ACTION: COMMUNITY ENGAGEMENT IN METRO ACTIVITIES

PRIORITY
Policy - High

Activities/Milestones	*Time*
A. Tomorrow Plan	
1. Council Briefing on "Tomorrow Plan"	9/13
2. Discussion Chapter 1: Review	9/13
3. Resolution to Endorse Tomorrow Plan	10/13
4. Council Decision: Endorsement	10/13
B. Bravo/CVB	
1. Yearly Review: Bravo	3/14
2. Council Reaffirmation	6/14

Responsibility: City Manager

ACTION: HUMAN RESOURCE OFFICER: DIRECTION

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PRIORITY
Policy – Mod

Activities/Milestones	*Time*
1. Council Decision: FY2014 Budget Gap	Done
2. Council Decision: Budget Funding	3/14
3. Recruitment	3/14
4. Selection	5.14
5. Human Resource Officer	6/14

(added by Mgmt)

Responsibility: City Manager

ACTION: WESTPET FACILITY DEVELOPMENT

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PRIORITY
Policy – Mod

Activities/Milestones	*Time*
1. Council Briefing: Facility Direction	10/13
2. Council Decision: Approve Bond	10/13
3. Draft 28E Agreement/Preliminary Design	12/13
4. Council Decision Agreement	12/13

Responsibility: Police Chief/City Clerk

ACTION: FEE STRUCTURE FOR USE OF PARKS AND TRAIL FACILITY

PRIORITY
Policy

Activities/Milestones	*Time*
1. Evaluation: "Best Practices"	9/13
2. Report: Policy and Ordinance	10/13
3. Park Board: Decision	11/13
4. Council Presentation and Decision	12/13
5. Budget Impact/Projections	3/14

Responsibility: Parks & Recreation Director

ACTION: POLICE NEGOTIATIONS AND CONTRACT

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PRIORITY
Mgmt – Top

Activities/Milestones	*Time*
1. Council Decision: Labor Attorney and Negotiations	9/13
2. Negotiation Strategy: Development	10/13
3. Council Decision: Direction	10/13
4. Complete Negotiations	3/14
5. Council Decision: Union Contract Approval	3/14
6. Contract: Implementation	7/14

Responsibility: City Manager/Police Chief

ACTION: FIRE STANDARDS OF COVERAGE STUDY

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PRIORITY
Mgmt – Top

Activities/Milestones	*Time*
1. Research Options and Costs	10/13
2. Budget Proposal	12/13
3. Council Decision: Funding	3/14
4. RFP/Contract	5/14
5. Council Decision Award Contract	7/14

(added by Mgmt)

Responsibility: Fire Chief

ACTION: LEISURE SERVICES DEPARTMENT: DEVELOPMENT

PRIORITY
Mgmt – Top

Activities/Milestones	*Time*
1. Vision/Plan for Leisure Services Department: Concept Outline, Plan Framework, Benefits/Advantages	10/13
2. Director: Selection	12/13
3. Report on Board Structure/Processes	2/14
4. Council Decision: Board	3/14

Responsibility: City Manger/Leisure Services Director

ACTION: AFFORDABLE HEALTHCARE ACT CITY PLAN

PRIORITY
Mgmt – Top

Activities/Milestones	*Time*
1. Monitoring Changes and Impacts	2/14
2. Council Presentation	3/14
3. Council Decision: Health Insurance	4/14

Responsibility: City Clerk

ACTION: BIANNUAL CITIZEN SATISFACTION SURVEY

PRIORITY
Mgmt - High

Activities/Milestones	*Time*
1. Council Decision: FY2014 Budget Gap	Done
2. Council Decision: National Research Center	12/13
3. Survey Development	1/14
4. Survey Distribution to Community	2/14
5. Council Report	5/14

(added by Mgmt)

Responsibility: Assistant City Manager

ACTION: RETIREMENTS/SUCCESSION PLANNING

PRIORITY
Mgmt

Activities/Milestones	*Time*
1. City Clerk: In Place	10/13
2. Leisure Services Director: In Place	1213

Responsibility: City Manager

ACTION: BOND PREPARATION

PRIORITY
Mgmt

Activities/Milestones	*Time*
1. Council Decision: FY2014 Budget Gap	Done
2. Rating Call	9/13

Responsibility: City Clerk

▶ Management in Progress 2013 – 2014

		TIME
1.	Records Retention Manual	9/13
2.	Cash Management Procedures: Council Adoption	9/13
3.	Clive Community Foundation: Re Launch	9/13
4.	Technology Cost Reduction Projects	
	a) Phone Circuit Reduction	9/13
	b) State Data Circuit Consolidation	12/13
5.	Electronic Submission of Budget Document	10/13
6.	Ambulance Replacement	10/13
7.	Library System Migration	10/13
8.	Internet Fiber Redundancy and Bandwidth Increase	11/13
9.	CityWorks Asset Management System: Phase I Public Works	11/13
10.	Paperless Court System: Dallas County	12/13
11.	Police Property and Evidence Bar Coding System: Implementation	12/13

▶ Management in Progress 2013 – 2014

		TIME
12.	Ambulance Billing Services: 28E Agreement for Contract Services with West Des Moines	12/13
13.	Website Redesign: Phase II (Content Management System and Framework)	2/14
14.	Web based Mapping System Migration	2/14
15.	Westcom New Radio System	2/14
16.	Fire/EMS Service Collaboration with Windsor Heights	2/14
17.	Permanent Records Storage: Council Adoption	3/14
18.	Fire House Records Management System Updated	4/14
19.	Data Storage Capacity and Back Up Improvements: Research	4/14
20.	City Service Plan for Buildout	5/14
21.	Electronic Payment/Credit Cards: Evaluation Report with Recommendations	6/14
22.	Integration of Mobility	
	a) Public Works Infrastructure	8/14
	b) GIS Mapping	8/14
23.	Field Network Asset Improvements (Wireless Canopy): Research	8/14
24.	Fire Ladder Truck Replacement	9/14
25.	Police Patrol Fleet Conversion	2015
26.	WRA 28E Agreement Update: Reclassification of Clive: Participation, Initial Council discussion	7/16
27.	Laserfiche/Archive Police Reports	TBD

GOAL 2	GREAT PLACE TO LIVE: THE PREMIER LOCATION FOR FAMILIES

ACTION: COMPREHENSIVE PLAN AND LAND USE POLICY

PRIORITY
Policy – Top

Chapters	*Activities/Milestones*	*Time*
1. Background	1. P & Z Review	8/13-12/13
2. Demographic Summary	2. Council Review/Discussion	9/13-3/14
3. Natural Resource Summary	3. Council Decision	4/14
4. Utilities Summary		
5. Hazard Mitigation Summary		
6. Park Summary		
7. Transportation Summary		
8. Land Use Summary		

Responsibility: Community Development Director

ACTION: GREENBELT TRAIL AND PARK SYSTEM PLAN AND DEVELOPMENT

PRIORITY
Policy – High

Activities/Milestones	*Time*
1. Plan: Draft	Completed
2. Council Presentation	10/13
3. Council Decision: Adoption	12/13

Responsibility: Parks & Recreation Director

ACTION: CLIVE – WAUKEE BOUNDARY AGREEMENT

PRIORITY
Policy – High

Activities/Milestones	*Time*

Responsibility: City Manager

ACTION: ECONOMIC DEVELOPMENT INCENTIVES PROGRAM/POLICY DEVELOPMENT

PRIORITY
Policy

Activities/Milestones	*Time*
1. Public Communications	Ongoing
2. Research: Policies (past and other cities)	11/13
3. Policy Draft	12/13
4. Council Presentation and Feedback	1/14
5. Council Decision: Adoption	2/14

Responsibility: Assistant City Manager

ACTION: PROPERTY MAINTENANCE CODE: PROBLEM ANALYSIS, DIRECTION

PRIORITY
Policy

Activities/Milestones	*Time*
1. Report on Analysis of Problem, Approach by Other Cities	4/14
2. Council Decision: Overall Concept Direction	5/14

Responsibility: Community Development Director

ACTION: $ COUNTRY CLUB NEIGHBORHOOD PARTNERSHIP TRAIL EXTENSION/ GAP REDUCTION

PRIORITY
Policy

Activities/Milestones	*Time*
1. Meeting with Country Club Board	5/14
2. Council Decisions: Role, Funding	6/14
3. CIP Proposal	10/14

Responsibility: Assistant City Manager

ACTION: $ **ECONOMIC DEVELOPMENT AND ACTION PLAN IMPLEMENTATION AND REPORTING**

PRIORITY
Mgmt – High

Activities/Milestones	*Time*
1. Complete "Clive Development Guide"	10/13
2. Update Report	1/14
3. Integration: Businesses in Comprehensive Plan	4/14

Responsibility: Assistant City Manager

ACTION: CRIME FREE MULTI FAMILY HOUSING INITIATIVE

PRIORITY
Mgmt – High

Activities/Milestones	*Time*
1. Debrief from Officer (attended training)	12/13
2. Prepare Report with Recommendations	3/14
3. Council Decisions: Ordinance Changes	6/14

(added by Mgmt)

Responsibility: Police Chief

ACTION: FIRE/BUILDING CODE: UPDATE

PRIORITY
Mgmt – High

Activities/Milestones	*Time*
1. Complete Draft	2/14
2. Council Decision: Adoption	3/14

(added by Mgmt)

Responsibility: Community Development Director/ Fire Chief

ACTION: CITYWIDE BUSINESS LICENSE PROGRAM

PRIORITY
Mgmt – High

Activities/Milestones	*Time*
1. Research	11/13
2. Report with Recommendation	12/13
3. Council Decision: Direction	3/14

(added by Mgmt)

Responsibility: Community Development Director

▶ Management in Progress 2013 – 2014

	TIME
1. Subdivision Development a) Angel Park b) Verona Hills c) Berkshire	Ongoing
2. Green and Sustainable Clive: Project Identification	Ongoing
3. Existing Business Visit Program: Major Employers	Outgoing
4. Smoke Detector Program (Grant)	10/13
5. Emerald Ash Borer: Public Communications: Materials for Neighborhood Associations / Homeowners; Outreach Strategy	12/13
6. NW Trail Extension Land Acquisition	12/13
7. City Economic Development eNewsletter	12/13
8. Housing Code / Program: Evaluation / Update Report	2/14
9. Public Art Internship Program: Development	

GOAL 3 VIBRANT CORRIDORS AND TOWN CENTER

ACTION: TOWN CENTER NEIGHBORHOOD MASTER PLAN AND DEVELOPMENT
$

PRIORITY
Policy – Top

Activities/Milestones	*Time*
1. Kickoff Study Activities	8/13
2. Creation: Town Center Steering Committee	9/13
3. Traffic Analysis and Solutions	12/13
4. Council Decision: Town Center Question on Survey	12/13
5. Public Open House and Town Center Site Plan	1/14
6. Council Presentation and Feedback	3/14
7. Council Decision: Town Center Master Plan Adoption	4/14
8. Public – Private Partnerships Negotiations	4/14
9. Public Information Campaign	5/14
10. Ground Breaking	10/14

Responsibility: Assistant City Manager/
Community Development Director

ACTION: 86TH AREA PROJECT FOR 2014
$

PRIORITY
Policy – High

Activities/Milestones	*Time*
1. Initiate Contact with Major Property Owners	9/13
2. Explore "Historic Clive District" Branding and Signage	4/14

Responsibility: City Manager

ACTION: LAND ACQUISITION POLICY: ADOPTION

PRIORITY
Policy

Activities/Milestones	*Time*
1. Draft Policy	Completed
2. Council Decision: Policy Adoption	9/13

(added by Mgmt)

Responsibility: Assistant City Manager

▶ Major Projects 2013 – 2014

	TIME
1. 86th Streetscape Phase III (Park Access Drive to Walnut Creek Bridge)	10/13

GOAL 4 UPGRADE CITY FACILITIES AND INFRASTRUCTURE

ACTION: GOVERNMENT CENTER DEVELOPMENT
$

PRIORITY
Policy – Top

Activities/Milestones	*Time*
1. Council: Building Program	8/13
2. Public Education Campaign Plan	9/13
3. Program Adjustment	9/13
4. Council Decision: Programs	10/13
5. Incorporate Town Center Master Plan	11/13
6. Develop Financial Plan	3/14
7. Council Decision: Financial Plan (Lease/Purchase vs. Bond Referendum)	4/14
8. Bond Election (potential)	8/14
9. Ground Breaking	10/14

Responsibility: Assistant City Manager

ACTION: GREENBELT TRAIL IMPROVEMENTS: DIRECTION, FUNDING
$

PRIORITY
Policy – Top

Activities/Milestones	*Time*
1. Report with Recommendations	10/13
2. Present Report to Citizen Review Committee	10/13
3. Council Decision: Funding Direction for CIP	11/13

Responsibility: Parks & Recreation Director

ACTION: FRANCHISE FEE PROJECTS AND FUNDING
$

PRIORITY
Policy

Activities/Milestones	*Time*
1. Report with Recommendations (including Assessment of Needs/Gaps)	10/13
2. Present Report to Citizen Review Committee	10/13
3. Council Decision: Direction during CIP	11/13

Responsibility: Public Works Director
Community Development Director

ACTION: CITYWIDE STORMWATER MANAGEMENT PLAN AND FUNDING
$

PRIORITY
Policy

Activities/Milestones	*Time*
1. Report with Recommendations with Options	11/13
2. Budget Recommendations: Staff Position	1/14
3. Council Decision: Decision on Staff, Stormwater Utility Rate	2/14

Responsibility: Community Development Director

ACTION: WALNUT CREEK WATERSHED REGIONAL AUTHORITY

PRIORITY
Mgmt – Top

Activities/Milestones	*Time*
1. Council Decision: Tomorrow Plan	10/13
2. Participation in Regional Discussions	6/14

(added by Mgmt)

Responsibility: City Manager

▶ Management In Progress 2013 – 2014

		TIME
1.	Residential Meter Change Out Program	Ongoing
2.	Retro Reflectivity Sign Changes	Ongoing
3.	Hickman / I – 35 / 80 Interchange: Diverging Diamond Operation Study	10/13
4.	Wetlands Mitigation Tree Replacement	10/13
5.	Fiber Optic Network: Clive / West Des Moines University Avenue 28E Agreement	4/14
6.	Operational SOG's for Roadway Maintenance, Traffic Control and Water Distribution	6/14
7.	Metro Debris Management Plan (Capital Crossroads Initiative)	7/14
8.	Metro Management Right of Way Permitting and Oversight (Capital Crossroads Initiative)	9/14
9.	Drought Recovery Program: Trees and Plants	2015

▶ Major Projects 2013 – 2014

		TIME
1.	Windsor Heights / Urbandale on North Walnut Creek Sewer Relocation Project	9/13
2.	Stream Bank Stabilization Demonstration Project	10/13
3.	Public Works Facility Overhead / Walk in Door Installation	11/13
4.	Crack and Joint Sealing for Roadways (25 miles)	11/13
5.	School Route at Shuler Elementary School	12/13

▶ Major Projects 2013 – 2014 *(Continued)*

		TIME
6.	NW 100th Place – NW 103rd Subdrain and Pavement Replacement	
	a) Phase I	12/13
	b) Phase II	12/14
	(including Lincoln Avenue)	
7.	Westcom Radio System: Upgrade	2/14
8.	Sewer Main Rehabilitation (3700')	5/14
9.	Pavement Replacement Program (in-house) (6000 Sq. Yds.)	6/14
10.	LED Traffic Signals Walk Don't / Don't Walk / Count Down Timers	6/14
11.	Traffic Signal Battery Back Ups and Replacement	6/14
12.	Large Water Meter Change Out (2)	6/14
13.	142nd Street Overlay / Reconstruction	9/14
14.	PCC Patching Program	9/14
15.	Overlay Program	9/14
16.	Annual Trail Maintenance Program (2000')	9/14
17.	Outdoor Warning Sirens Upgrade	

Policy Calendar 2013 – 2014

MONTH

September 2013

1. Council Decision: FY2014 Budget Gap

2. Council Decision: Labor Attorney

3. Council Decision: Cash Management Procedures Adoption

4. Council Decision: Permanent Records Storage Adoption

5. Council Decision: Land Acquisition Policy

6. Council Review/Discussion: Comprehensive Plan and Land Use Policy

MONTH

October 2013

1. Council Decision: Tomorrow Plan Endorsement

2. Council Decision: Police Negotiations Strategy

3. Council Decision: Government Center Programs

4. Council Decision: Bond Approval for WestPet Facility

5. Council Report: Leisure Services Department Conceptual Outline, Plan Framework, Benefits/Advantages

6. Council Review/Discussion: Comprehensive Plan and Land Use Policy

MONTH

November 2013

1. Council Decision: Franchise Fee Projects and Funding (CIP Discussion)

2. Council Decision: Greenbelt Trail Improvements Funding (CIP Discussion)

3. Council Review/Discussion: Comprehensive Plan and Land Use Policy

MONTH

December 2013

1. Council Decision: Policy, Ordinance and Fee Structure

2. Council Decision: WestPet Facility 28E Agreement

3. Council Decision: Contract with National Research Center

4. Council Decision: NW Trail Extension Land Acquisition

5. Council Review/Discussion: Comprehensive Plan and Land Use Policy

MONTH

January 2014

1. Council Presentation: Financial Sustainability Plan and Budget FY 2015

2. Council Presentation and Feedback: Economic Development Incentives Policy/Program Development

3. Council Report: Economic Development Update Report

4. Council Review/Discussion: Comprehensive Plan and Land Use Policy

MONTH

February 2014

1. Council Presentation an Decision: Salary Matrix Re Calibration / Performance Evaluation System

2. Council Report: Fire/EMS Service Collaboration with Windsor Heights

3. Council Decision: Economic Development Incentives Program/Policy Development

4. Council Report: Rental Housing Code Update Report

5. Council Decision: Citywide Stormwater Management Position Funding

6. Council Review/Discussion: Comprehensive Plan and Land Use Policy

MONTH

March 2014

1. Council Decision: Financial Sustainability Plan Budget FY2015
2. Council Decision: Board for Leisure Services
3. Council Presentation: Affordable Healthcare Act – City Plan/Insurance
4. Council Decision: Police Union Contract
5. Council Decision: Human Resource Officer Funding
6. Council Decision: Fire Standards of Coverage – Study Funding
7. Council Decision: Fire/Building Code Update: Adoption
8. Council Decision: Citywide Business License Program
9. Council Presentation and Feedback: Town Center – Neighborhood Plan
10. Council Decision: Outdoor Warning Siren Replacement Funding
11. Council Decision: Bravo/CVB Reaffirmation
12. Council Review/Discussion: Comprehensive Plan and Land Use Policy

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MONTH

April 2014

1. Council Decision: Health Insurance

2. Council Decision: Comprehensive Plan and Land Use Policy Adoption

3. Council Decision: Town Center Master Plan Adoption

4. Council Decision: Government Center Financial Plan

MONTH

May 2014

1. Council Report: Biannual Citizen Satisfaction Survey

2. Council Report: City Services Plan for Buildout

MONTH

June 2014

1. Council Report: Electronic Payment/Credit Cards

2. Council Decisions: Country Club Neighborhood Trial Extension/GAP – City Role, Funding

3. Council Report and Decisions: Crime Free Multi Family Housing Initiative, Ordinance/Code Changes

MONTH

July 2014

1. Council Decision: Fire Standards of Coverage – Award Contract