

# *ACTION AGENDA*

## *2020 – 2021*

Mayor and City Council



Clive, Iowa  
August 2020



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# Definitions of Terms

## **POLICY –**

is an issue that needs direction or a policy decision by the Council; or needs a major funding decision by the Council; or an issue that needs Council leadership by the governing body in the community; or with other governmental bodies (city government, other city governments, state government, federal government) – questions of “WHAT: IS THE DIRECTION; IS THE GOAL; IS THE BUDGET OR RESOURCES; IS THE CITY'S POLICY OF REGULATION?”

## **MANAGEMENT –**

a management action which the Council has set the overall direction and provided initial funding (e.g. phased project), may require further Council action on funding; or a major management project particularly multiple years (e.g. upgrade to the information system)- questions of “HOW: DO WE ADDRESS THE ISSUE, MANAGE THE CITY; IMPLEMENT A DECISION OR PROGRAM; CAN WE IMPROVE THE MANAGEMENT OR ORGANIZATIONAL PROCESS?”

## **MANAGEMENT IN PROGRESS –**

a management or organization action which Council has set the direction, needs staff work before going to Council for direction next year or beyond, no choice mandated by an outside governmental agency or institution, management process improvement budgeted or funded by the Council.

## **MAJOR PROJECT –**

a capital project funded in the CIP or by Council action which needs design or to be constructed (e.g. Road project, city facility project, park project, etc.).

## **ON THE HORIZON –**

an issue or project that will not be addressed during the year by management or the Council but should be addressed in the next five years; it could become an action item for this year if another party moves the issue or project forward – it depends on them.

**GOAL**

**ACTIONS**

<b>Policy: M/CC Actions Needed, Direction, Funding, Policy Adoption, Message to Others</b>	<b>Management May Require Some M/CC Action/Funding; M/CC Set Direction, Management Focus</b>
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**Management in Progress  
Implementation, Internal/  
Administrative, Compliance,  
Study – Funded**

**Major Projects  
Construction, Physical Project  
CIP**

**ON THE HORIZON**  
**Not This Year, Others May Pursue This Year, Wait and See, Other  
Actions Must Come First.**

# **Policy Agenda 2020 – 2021**

## **City of Clive**

### **Targets for Action**

#### **TOP PRIORITY**

Linnan Park – Short-Term Plan and Actions

86<sup>th</sup> Neighborhoods Revitalization and Tactical Plan

City Budget and Tax Rate

City Partnerships for Brain Health

University Avenue Corridor Plan (with City of West Des Moines)

Community Broadband/Fiber

Hickman Road/I-35 Interchange Project and Future Area Development

#### **HIGH PRIORITY**

Greenbelt Landing Project

City Community Engagement and Communications Plan Enhancements

Emerald Isle Development

Long-Range Financial Model and Plan: COVID-19 Update

Public Safety Services Collaboration with the City of Windsor Heights

Indian Hills Woods Improvements

Comprehensive Water Resources Master Plan

**Management Agenda 2020 – 2021**  
**City of Clive**  
**Targets for Action**

**TOP PRIORITY**

Fire/EMS Collaboration with the City of Urbandale Implementation

Westcom Strategic Plan: Development and Implementation

Police 4/10 Deployment and Staffing

North Walnut Creek Flood Mitigation

New Clive Public Safety Center Project

MetroNet: Research and Direction

## HIGH PRIORITY

Regional Water Governance

Horizon Center Development

Right-of-Way Management Policy

Sustainable Goat Program

City Information and Cyber Security Incident Response Plan

Invasive Plants and Vegetation Management Plan

City Management Succession Program and Process: Public Works

Police Fairness and Accountability

**Action Outlines 2020 – 2021**  
**City of Clive**

<b>GOAL 1</b>	<b>FINANCIALLY SOUND CITY PROVIDING SERVICES VALUED BY THE COMMUNITY</b>
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<b>ACTION: CITY BUDGET AND TAX RATE</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><b>PRIORITY</b></td> </tr> <tr> <td style="padding: 2px;"><i>Policy – Top</i></td> </tr> </table>	<b>PRIORITY</b>	<i>Policy – Top</i>				
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**ACTION: CITY PARTNERSHIPS FOR BRAIN HEALTH**

<b>PRIORITY</b>
<i>Policy – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Desired Outcomes/Goals</li> <li>• Community Problems and Issues – Gap Analysis</li> <li>• Data Collection</li> <li>• Relations with Behavioral Health Hospital</li> <li>• Potential Partners/Resources</li> <li>• City Roles</li> <li>• Community/City Service Needs</li> <li>• Relationship to Criminal Justice System</li> <li>• Impact on All City Department</li> <li>• City Resources/Contract to Address Issues</li> <li>• Best Practices for Police and Fire</li> <li>• Police Chaplain Program Utilization</li> </ul>	<ol style="list-style-type: none"> <li>1. Review City operations and identify service gaps/community needs</li> <li>2. Identify community resources/partners</li> <li>3. Contact Behavioral Health Hospital</li> <li>4. Prepare report with findings and policy options</li> <li>5. PRESENTATION: Report and Direction</li> </ol>	<p>1/21</p> <p>3/21</p> <p>3/21</p> <p>5/21</p> <p>6/21</p>

Responsibility: Assistant City Manager/Police Chief/Fire Chief

**ACTION: CITY COMMUNITY ENGAGEMENT AND COMMUNICATIONS PLAN ENHANCEMENT**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Outcomes</li> <li>• Best Practices and Their Application to the City of Clive</li> <li>• Texting</li> <li>• Social Media Emergency Alerting/Notification</li> <li>• Connecting with Minority Populations</li> <li>• Issues of Inclusion and Equity</li> <li>• City Roles and Responsibilities</li> <li>• Mass Emails</li> <li>• Content Providers</li> <li>• Improvements – Challenging Storytellers</li> </ul>	<ol style="list-style-type: none"> <li>1. Prepare draft plan with Executive Team</li> <li>2. Present to Executive Team</li> <li>3. PRESENTATION: Report and Direction</li> <li>4. Initiate new initiatives</li> <li>5. Prepare budget request including texting service</li> <li>6. BUDGET WORKSHOP; Discussion and Direction</li> <li>7. DECISION: Budget FY '22</li> </ol>	<p>10/20</p> <p>11/20</p> <p>12/20</p> <p>1/21</p> <p>12/20</p> <p>1/21</p> <p>3/21</p>

Responsibility: Assistant City Manager

**ACTION: LONG-RANGE FINANCIAL MODEL AND PLAN: COVID-19 UPDATE**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• COVID-19 Revenue Impacts</li> <li>• Property Values</li> <li>• Sales Tax Generation</li> <li>• Cost of City Operations and Services</li> <li>• LOST Revenue Impacts</li> </ul>	<ol style="list-style-type: none"> <li>1. Receive State Department of Revenue Reconciliation of LOST Revenues</li> <li>2. Update Long-Range Financial Model including LOST Revenues</li> <li>3. Monitor COVID-19 Changes to Other Revenue Sources (RUTF, Property Taxes, Fees. Etc.)</li> <li>4. BUDGET WORKSHOP: Presentation of Financial Model and COVID-19 Plan Update</li> </ol>	<p>11/20</p> <p>12/20</p> <p>Ongoing</p> <p>1/21</p>

Responsibility: City Manager/Administrative Services Director

**ACTION: PUBLIC SAFETY SERVICES  
COLLABORATION WITH THE CITY FOR  
WINDSOR HEIGHTS**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Police Services</li> <li>• Fire Services</li> <li>• Agreement with City of Windsor Heights</li> <li>• Relationship to Westcom</li> <li>• Past Experiences with City of Windsor Height</li> <li>• Changing Dynamics in Windsor Heights City Administrator and Mayor-City Council</li> </ul>	<ol style="list-style-type: none"> <li>1. Negotiate Windsor Heights transition to Westcom Membership</li> <li>2. DECISION: Approval of Updated Westcom 28E Agreement</li> <li>3. Windsor Heights Joins Westcom Operations</li> <li>4. Preliminary Discussions with Windsor Heights</li> <li>5. Complete Construction of New Clive Public Safety Center</li> </ol>	<p>12/20</p> <p>2/21</p> <p>7/21</p> <p>8/21</p> <p>11/21</p>

Responsibility: City Manager/Fire Chief

**ACTION: POLICE K-9 UNIT EXPLORATION**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Goals/Outcomes</li> <li>• K-9 benefits and uses</li> <li>• Community Perception of Police</li> <li>• Use and Benefits</li> <li>• Costs</li> <li>• Funding Sources</li> <li>• Vehicle</li> <li>• Dog Type and Costs</li> <li>• Community Support</li> <li>• Police Officer Handler</li> </ul>	<ol style="list-style-type: none"> <li>1. Identify funding authority</li> <li>2. Create fund</li> <li>3. Prepare grant applications</li> <li>4. Prepare budget requests</li> <li>5. WORKSHOP</li> <li>6. DECISION: Budget FY '22</li> </ol>	<p>10/20</p> <p>10/20</p> <p>12/20</p> <p>11/20</p> <p>1/21</p> <p>3/21</p>

Responsibility: Police Chief

**ACTION: FIRE/EMS COLLABORATION WITH THE CITY OF URBANDALE IMPLEMENTATION**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

Key Issues

- Service Level
- Service Delivery
- Future Opportunities for Collaboration

Activities/Milestones

1. Monitor Implementation of Fire Station #43 and Closest Unit Response
2. Continue discussions with Urbandale on potential next steps for Fire/EMS Collaboration
3. REPORT: Next Step Options to City Council

Time

Ongoing

7/21

8/21

Responsibility: Fire Chief

**ACTION: WESTCOM STRATEGIC PLAN: COMPLETION AND IMPLEMENTATION**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

Key Issues

- 28e Agreement
- Westcom Strategic Plan

Activities/Milestones

1. Complete Strategic Plan Presentations to Westcom Member Mayors and City Councils
2. DECISION: Updated Westcom 28E Agreement
3. Complete CAD Cloud/Network Transition Project
4. Windsor Heights starts as Westcom Member and is Provided Service

Time

9/20

2/21

5/21

7/21

Responsibility: City Manager/Fire Chief/Police Chief

**ACTION: POLICE 4/10 DEPLOYMENT AND STAFFING**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

Key Issues

- Hiring
- Training
- Sworn Staffing Up to 28

Activities/Milestones

- |   |           |
|---|-----------|
| 1. Hire six Police Officers and Mayor-City Council Introduction | 9/20      |
| 2. Complete ILEA  | 1/21-4/21 |
| 3. Decide on 4/10 with Teamster Union                           | 5/20      |
| 4. Complete FTO Training  | 6/21      |
| 5. Deploy 4/10  | 7/21      |

Time

Responsibility: Police Chief

**ACTION: REGIONAL WATER GOVERNANCE**

<b>PRIORITY</b>
<i>Mgmt – High</i>

Key Issues

- Water Governance Direction
- Long-Term Water Supply
- City Roles
- Partners
- Climate Change on Impacts on Water
- Irrigation by Residents
- Clive Water Rates

Activities/Milestones

- |  |         |
|--|---------|
| 1. Engage Engineering Consultant and Financial Planning Consultant to evaluate system hydraulics and financial terms of sub-regional option (Westside) | 10/20   |
| 2. Complete Assessment of Options  | 1/20    |
| 3. PRESENTATION: Finding and Direction/Discussion  | 2/20    |
| 4. Participate in Regional Governance Conversations  | Ongoing |

Time

Responsibility: City Manager/Public Works Director

**ACTION: CITY MANAGEMENT SUCCESSION PROGRAM AND PROCESS NEXT STEPS**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Retirements – Short</li> <li>• Public Works Department Organization</li> <li>• Supervisor/Technical Options</li> <li>• Certification and Incentives</li> </ul>	<ol style="list-style-type: none"> <li>1. Work with Public Works to Develop Strategy regarding retirement/successions, Senior Operations Specialists proposal and utility certification program.</li> <li>2. BUDGET WORKSHOP: Public Works Strategy to City Council</li> <li>3. DECISION: Approval of Public Works Strategy</li> <li>4. Continue dialogue with Urbandale on potential next steps regarding Fire/EMS collaboration for Administration</li> <li>5. Update Staff Retirement Projections</li> </ol>	<p>11/20</p> <p>1/21</p> <p>3/21</p> <p>5/21</p> <p>7/21</p>

Responsibility: City Manager/Administrative Services Director/Public Works Director

**ACTION: POLICE FAIRNESS AND ACCOUNTABILITY**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• CALEA Accreditation</li> <li>• Community Support</li> <li>• City Website</li> <li>• Equity</li> <li>• Inclusion</li> <li>• Racial Data Reporting</li> <li>• Performance Accountability Methods</li> <li>• Performance Reporting</li> <li>• Link to FBI Database</li> <li>• State Guidance Upcoming</li> <li>• Polling Clive Residents</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete Website design and upgrade</li> <li>2. PRESENTATION: CALEA Report</li> <li>3. Complete CALEA Accreditation</li> <li>4. Review the State Report and determine action steps for Clive</li> <li>5. Develop and deploy residents/community listening and feedback mechanism and application when appropriate</li> </ol>	<p>10/20</p> <p>10/20</p> <p>11/20</p> <p>TBD</p> <p>Ongoing</p>

Responsibility: Police Chief/Assistant City Manager

**ACTION: CITY INFORMATION AND CYBER SECURITY INCIDENT RESPONSE PLAN(IRP)**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Internal Security Audit</li> <li>• IRP Tech Polices</li> <li>• IRP Review</li> <li>• IRP Approval</li> <li>• Ongoing – Security Audit and Penetration Testing by Security Division of DHS (CISA)</li> </ul>	<ol style="list-style-type: none"> <li>1. Hardware and software audit by ICAP</li> <li>2. Polices reviewed by Executive Team</li> <li>3. PRESENTATION: Polices for IRP Review</li> <li>4. IRP reviewed by Executive Team</li> <li>5. DECISION: IRP Full Plan</li> <li>6. Awaiting time schedule from DHS on this testing</li> </ol>	<p>9/20</p> <p>11/20</p> <p>12/20</p> <p>1/20</p> <p>3/21</p> <p>TBD</p>

Responsibility: Technology Services Director

**ACTION: CITY BENEFITS DESIGN REVIEW – PHASE 1**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Union Contracts</li> <li>• Current City Employees</li> <li>• Future City Employees</li> </ul>	<ol style="list-style-type: none"> <li>1. Research Potential Alternative Health Insurance Plan Designs</li> <li>2. Engage Staff Groups Regarding Potential Designs (Benefits Committee, Unions, Personnel Committee)</li> <li>3. Identify Preferred Plan Design</li> <li>4. Incorporate into Union Contract Proposals</li> </ol>	<p>12/21</p> <p>4/21</p> <p>6/21</p> <p>7/21</p>

Responsibility: City Manager/Administrative Service Director

<b>► Management in Progress 2020 – 2021</b>		<b>TIME</b>
1. Assistant City Manager Professional Development and Coaching	CM	Ongoing
2. Electronic Utility Bills: Marketing	AS	Ongoing
3. Administrative Support for FEMA COVID-19 Public Assistance Program	AS	Ongoing
4. Police Lieutenant, Sergeants and Detective: Training	PD	Ongoing
5. Dynamic Host Configuration Protocol Services	TS	Ongoing
6. Police Officer Training on Racial Bias, Bias-Based Policing and De-Escalation; Annual Training	PD	8/20 12/21
7. Drug Lock Replacements	FD	9/20
8. Tier 2 Reporting with Pre-Plan	FD	9/20
9. Police Officers: Hiring and Training	PD	9/20
10. Fire Code: Adoption (City Council)	FD	10/20
11. Metro Active Threat Protocols	FD/PD	10/20
a. Tabletop		
b. Exercise		
12. Office 2019 Suite Upgrade	TS	10/20
13. Police Department Accreditation: Completion (CALEA)	PD	11/20
14. City Training Program: 2021	AS	11/20
15. Thermal Imaging Cameras Replacement	FD	11/20
16. 2 <sup>nd</sup> Out Ambulance – Cot Loading System	FD	11/20
17. Apparatus Exhaust Removal System	FD	11/20
18. Computer Replacements	TS	11/20
a. Fire		
b. Police		
19. Voice Communications Systems: Direction	TS	11/20
20. Lucity System/Asset Management Implementation	TS	
a. Parks		4/21
b. Fleet Management		11/20
21. Financial Audit FY 19-20	AS	12/20
22. Annual Capital Improvement Plan 2021: Update	CD/AS	12/20
23. City Legislative Agenda 2021	CM	12/20
24. Cloud-Based Backup System: Implementation	TS	12/20
25. Administrative Services Reorganization – Phase 2	AS	12/20
26. Fire Pre-Plans Paperless	FD	12/20
27. Fire 360 Degree Feedback	FD	12/20
28. File Server Migration	TS	12/20
29. City Employee Deferred Compensation Plan Modifications	AS	1/21
30. Accounts Payable and Budget Workflow	AS	1/21



<b>► Management in Progress 2020 – 2021</b>			<b>TIME</b>
31.	City Employee Compensation Adjustments	AS	1/21
32.	City Employee and Retiree Benefits Enrollment Paperless	AS	2/21
33.	Budget FY 22 Development	CM/AS	3/21
34.	OWS Computerized Activation and Monitoring/Westcom	FD	3/21
35.	Breach Reporting Plan and Incident Response Team: Implementation	AS	3/21
36.	Nitrous Oxide as a Non-Opioid Alternative	FD	3/21
37.	Future Pandemics Planning and Supplies	FD	3/21
38.	Fire Department Strategic Plan: Completion	FD	3/21
39.	Adobe Audits	TS	3/21
40.	Formal Safety Training Program: Development	AS	4/21
41.	HR Software Solution Research	AS	4/21
42.	2021 Bond Sale	AS	4/21
	a. CIP		
	b. New Clive Public Safety Center		
43.	Post Disaster Management System	CD	4/21
44.	Hospital Supplied Drugs: Investigation	FD	4/21
45.	Disaster Recovery/Business Continuity of Operations Framework: Document	TS	5/21
46.	Fire Surplus Assets Cleanout	FD	5/21
47.	City Employee Orientation/Onboarding Program: Development	AS	7/21
48.	Leisure Services Digital Files: Organization	LS	7/21
49.	Union Member Health Insurance Benefits Education	AS	7/21
50.	Public Works Digital Radios: Upgrades (20 Mobile & 1 Base)	PW	7/21
51.	City Led Community Volunteer Program	LS	10/21
52.	Smoke Detectors Check: Post COVID-19	FD	10/21
53.	City Wi-Fi Network Improvements	TS	11/21
54.	Secondary Data Center Location	TS	11/21
55.	Redundant/Back-up Internet Service Provider	TS	11/21
56.	Citywide Process Improvements: Departmental Reports	CM	12/21
57.	Leisure Services Program and Rental Software: Review	LS	12/21
58.	Security Scanning Service - DHS	TS	TBD

<b>► Major Projects 2020 – 2021</b>			<b>TIME</b>
1.	Neighborhood Park Signs Replacement	LS	7/21

<b>GOAL 2</b>	<b>GREAT PLACE TO LIVE: THE PREMIER LOCATION FOR FAMILIES</b>
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<b>ACTION: LINNAN PARK – SHORT TERM</b>		<b>PRIORITY</b>	
		<i>Policy – Top</i>	
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• Short-Term Improvement That Can Be Done to the Park Prior to the Planning Process Being Complete</li> <li>• Improvements That Can Be Done and Not Be Removed as Part of the Larger Park Renovation</li> <li>• Community Engagement</li> <li>• Community Needs and Use</li> <li>• Link to 86<sup>th</sup> Street Neighborhoods Master Planning and Community Engagement Process</li> <li>• \$150,000 Park Improvements</li> <li>• Removal of Baby Pool</li> <li>• Community Sign: Upcoming Improvements</li> <li>• “Simple” Actions by the City</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Identify several short-term improvements that can be done to improve the park and winter project(s)</li> <li>2. Prepare report with options</li> <li>3. DECISION: Budget for short term improvement</li> <li>4. Design and bid improvement</li> <li>5. Complete improvements</li> </ol>	<p><u>Time</u></p> <p>12/20</p> <p>1/21</p> <p>2/21</p> <p>5/21</p> <p>8/21</p>	
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**ACTION: 86<sup>th</sup> STREET NEIGHBORHOODS  
REVITALIZATION PLAN AND TACTICAL  
PLAN**

<b>PRIORITY</b>
<i>Policy – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Land Use and Redevelopment	1. Project/Stakeholder Kick-Off	10/20
• Market and Development Strategy	2. REPORT: Define the Context	12/20
• Housing and Economic Development Strategy	3. REPORT: Confirm the Vision	2/21
• Place-Making, Public Art, History and Culture	4. Explore What’s Possible (concepts)	4/21
• Urban Design (Public and Private)	5. REPORT: Converge on a Preferred Plan (draft plan)	6/21
• Linnan Park/Dymond Master Plan	6. Agree to Move Forward (plan refinement)	8/21
• Pedestrian/Bicycle Connectivity	7. DECISION: Plan Adoption	10/21
• District and Community Identity		
• SW and Flood Mitigation		
• Neighborhood Resilience and Sustainability		

Responsibility: Community Development Director
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**ACTION: UNIVERSITY AVENUE CORRIDOR PLAN  
(WITH THE CITY OF WEST DES MOINES)**

<b>PRIORITY</b>
<i>Policy – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Analysis of Market</li> <li>• Economically Real Land Use Plan</li> <li>• Housing and ED Strategy</li> <li>• Place-making, Public Art, History and Culture</li> <li>• Integrate/Connect Open Spaces</li> <li>• Urban Design (Public and Private)</li> <li>• Pedestrian/Bicycle Connectivity</li> <li>• SW Management</li> <li>• Transportation Enhancements</li> <li>• Retail Future Direction</li> <li>• Future Commercial Office</li> <li>• Future of University Park Shopping Center</li> </ul>	<ol style="list-style-type: none"> <li>1. Public Workshops</li> <li>2. Draft Plan</li> <li>3. JOINT CITY WORKSHOP (with West Des Moines)</li> <li>4. Draft Final Plan</li> <li>5. P&amp;Z: Review</li> <li>6. REVIEW; Draft Final Plan</li> <li>7. DECISION: Plan Adoption</li> </ol>	<p>12/20</p> <p>2/21</p> <p>4/21</p> <p>6/21</p> <p>7/21</p> <p>7/21</p> <p>8/21</p>

Responsibility: Community Development Director

**ACTION: EMERALD ISLE DEVELOPMENT**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Land Use Management</li> <li>• Infrastructure Investment</li> <li>• Use of “Vacant” City Property</li> <li>• Stormwater Management as an Asset</li> <li>• Pedestrian/Bicycle/Trail Connectivity</li> </ul>	<ol style="list-style-type: none"> <li>1. Coordinate with Developer</li> <li>2. DECISION: Rezoning Process/Development Agreement</li> <li>3. DECISION: Site Plan/Construction Approvals</li> <li>4. Construction Management</li> </ol>	<p>10/20</p> <p>12/20</p> <p>3/21</p> <p>7/21</p>

Responsibility: Community Development Director

**ACTION: RENTAL HOUSES/PROPERTY UPGRADE**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Unknown Direction beyond Life Safety Issues</li> <li>• Goals/Desired Outcomes</li> <li>• City Role</li> <li>• Best Practices and Application to Clive</li> <li>• Enforcement vs Compliance</li> <li>• Property Owner Responsibility</li> <li>• Differing Community Standards</li> <li>• Tenant Responsibilities</li> <li>• Property Value Impacts</li> <li>• Neighborhood Impacts</li> <li>• Neighborhood Preservation</li> <li>• State Laws and Restriction</li> </ul>	<ol style="list-style-type: none"> <li>1. Review legal framework – “can do” and cannot do”</li> <li>2. Prepare report with findings, options and recommendations</li> <li>3. PRESENTATION: Discussion and Direction</li> </ol>	<p>1/21</p> <p>3/21</p> <p>3/21</p>

Responsibility: Community Development Director

**ACTION: AQUATIC CENTER AND PROGRAMS STRATEGY**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Operating Budget Deficits</li> <li>• Aging Infrastructure and Upgrade</li> <li>• Increased Competition</li> <li>• Potential Partnerships</li> <li>• Increasing Staff Costs</li> <li>• Amenities</li> <li>• New Aquatics Center</li> <li>• Collaboration with the City of Urbandale</li> <li>• Level of City Subsidy</li> </ul>	<ol style="list-style-type: none"> <li>1. Identify issues to be addressed</li> <li>2. Research issues and potential solutions and strategies</li> <li>3. Develop Report on Strategies and Related Policy Questions</li> <li>4. WORKSHOP: Report and Receive Direction of Policy Items</li> <li>5. Incorporate solutions and strategies into future budgets</li> </ol>	<p>10/20</p> <p>1/21</p> <p>1/21</p> <p>2/21</p> <p>7/21</p>

Responsibility: Leisure Services Director

**ACTION: HORIZONS CENTER DEVELOPMENT**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Win-Win Opportunity Related to Private Enterprise, Neighborhood Acceptance and City Park Desires</li> <li>• City Role</li> <li>• City Actions</li> <li>• Access to Park</li> </ul>	<ol style="list-style-type: none"> <li>1. Coordinate with Property Owner</li> </ol>	10/20

Responsibility: Community Development Director

**ACTION: ZONING ORDINANCE – GENERAL REGULATIONS**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Updating Land Use Regulatory Code to Ensure Quality-Built Environment</li> </ul>	<ol style="list-style-type: none"> <li>1. Draft Code</li> <li>2. P&amp;Z Review</li> <li>3. DECISION: Approval</li> </ol>	10/20 11/20 12/20

Responsibility: Community Development Director

**ACTION: CLIVE-WAUKEE BOUNDARY NEXT STEPS**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Resolution of Boundaries</li> <li>• Land Use and Infrastructure Planning</li> <li>• Alices Road</li> </ul>	<ol style="list-style-type: none"> <li>1. Send out Property Owner Notices</li> <li>2. REPORT: Status</li> </ol>	<p>1/21</p> <p>5/21</p>

Responsibility: Community Development Director

**ACTION: LANDSCAPE PLAN IMPLEMENTATION**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Ongoing Drought May Slow Establishment</li> <li>• Temporary Irrigation – Needed or Delay Project to Spring 2021</li> </ul>	<ol style="list-style-type: none"> <li>1. Purchase plants</li> <li>2. Remove existing vegetation</li> <li>3. Plant new plants</li> <li>4. Establishment</li> </ol>	<p>9/20</p> <p>9/20</p> <p>10/20</p> <p>5/21</p>

Responsibility: Leisure Services Director

**ACTION: 2018 BUILDING/FIRE CODE**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Updating Building Codes to Address Contemporary Building Practices</li> <li>• Maximize Potential for Safe Buildings within Community</li> <li>• Increase Predictability in Design and Construction Processes</li> </ul>	<ol style="list-style-type: none"> <li>1. Review Code Consortium Model Ordinances</li> <li>2. Draft Code Amendment</li> <li>3. Review with BCAB</li> <li>4. DECISION: Code Approval</li> </ol>	<p>12/20</p> <p>2/21</p> <p>3/21</p> <p>4/21</p>

Responsibility: Community Development Director
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<b>► Management in Progress 2020 – 2021</b>		<b>TIME</b>
1. Community Health and Wellness Initiative	LS	Ongoing
2. Development Facilitation	CD	Ongoing
a. Berkshire North		
b. Shadow Creek – South		
c. Shadow Creek – North		
3. Recreation Virtual Programming	LS	Ongoing
4. Clive Festival Website	LS	10/20
5. School Gym Usage – COVID Impact	LS	11/20
6. Library Curbside Material Checkout	LS	12/20
7. Leisure Services Report to the Community: Development	LS	1/21
8. iMap Server: Update	TS	2/21
9. Art Along the Trail Program	LS	4/21
10. Rental Cancellation Policy: Review	LS	4/21
11. Leisure Service on City Website “How to” Manual	LS	5/21
12. Clive Festival 2021	LS	7/21
13. Existing Businesses Visitation and Reports	CM	12/21
14. Housing Assessment Phase 2 (Western)	CD	12/21
15. Library App: Upgrade	LS	12/21
16. Additional Public Art	LS	12/21
17. Library Strategic Plan: Completion	LS	2/22

<b>► Major Projects 2020 – 2021</b>			<b>TIME</b>
1. Playground Mulch: Replacement	LS		12/20
2. Campbell Park Softball Field Fence Replacement	LS		5/21
3. Soccer Goal Update	LS		5/21
a. Country Club Glen Park			
b. Wildwood Park			
4. Campbell Park	LS		5/21
a. Volleyball Courts Sand Replacement			
b. Canopy Installation			
5. Maintenance Facility Garage Door: Replacement	LS		6/21
6. Tennis Courts: Update	LS		7/21
a. Campbell Park			
b. Walnut Ridge Park			
7. Trail Counters: Installation (Council Budget FY '22)	LS		7/21
8. Country Club Glen Park Natural Area Restorations	LS		9/21
9. Canary Park Detention Drainage Improvements	LS		10/21
10. Aquatic Center Minor Enhancements: Shade	LS		12/21

<b>GOAL 3</b>	<b>RESILIENT CITY FACILITIES AND INFRASTRUCTURE</b>
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<b>ACTION: COMMUNITY BROADBAND/FIBER</b>		<b>PRIORITY</b>
		<i>Policy – Top</i>
<p><u>Key Issues</u></p> <ul style="list-style-type: none"> <li>• Goals/Outcomes</li> <li>• City Role</li> <li>• Service Level</li> <li>• Funding (if any)</li> <li>• ROW Management Ordinances</li> <li>• Data-Gathering on Fiber Network</li> <li>• Des Moines Partnership Study/Planning Effort</li> </ul>	<p><u>Activities/Milestones</u></p> <ol style="list-style-type: none"> <li>1. Develop professional services agreement with consultant</li> <li>2. DECISION: Approval of PSA</li> <li>3. Initiate City Council visioning process for community broadband</li> <li>4. Work with consultant to develop Clive map of broadband infrastructure</li> <li>5. DECISION: Approval of Vision-Complete Project</li> </ol>	<p><u>Time</u></p> <p>9/20</p> <p>10/20</p> <p>10/20</p> <p>12/20</p> <p>1/21</p>
Responsibility: City Manager/Public Works Director		

**ACTION: HICKMAN ROAD/I-35 INTERCHANGE  
PROJECT AND AREA FUTURE  
DEVELOPMENT**

<b>PRIORITY</b>
<i>Policy – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Project Impacts</li> <li>• Vision for Area</li> <li>• IDOT Progress</li> <li>• City Role</li> <li>• City Action</li> <li>• Pedestrian Connectivity</li> <li>• Economic Development Opportunity</li> <li>• Land Use Potential</li> <li>• Trail Connectivity</li> <li>• Working with City of Urbandale</li> <li>• Stormwater Management</li> <li>• Costs of “Significant” Project</li> <li>• Highest and Best Land Use</li> </ul>	<ul style="list-style-type: none"> <li>A. Interchange Funding/Design                             <ul style="list-style-type: none"> <li>1. Coordinate Grant Applications w/ Urbandale and IDOT</li> <li>2. Regular Check Ins w/ IDOT</li> </ul> </li> <li>B. Vision/Future Development                             <ul style="list-style-type: none"> <li>1. Engage Urbandale regarding interchange visioning</li> <li>2. Identify Engineering Consultant Team to Jointly Engage</li> <li>3. Approve PSA for Engineering Consultant/Firm</li> <li>4. Develop Potential Interchange Visions/Options and Plans</li> <li>5. JOINT WORKSHOP: Discussion of Vision</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> <li>Ongoing</li> <li>11/20</li> <li>1/21</li> <li>2/21</li> <li>7/21</li> <li>9/21</li> </ul>

Responsibility: City Manager/Community Development Director/Public Works Director

**ACTION: COMPREHENSIVE WATER RESOURCES  
MASTER PLAN**

<b>PRIORITY</b>
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Project Scope</li> <li>• Green Infrastructure Maintenance</li> <li>• Greenbelt Projects</li> <li>• Collaboration with Diverse Watershed Stakeholders</li> <li>• MS4 Program Compliance Today and in the Future; Operationalizing and Improving City Systems for Compliance</li> <li>• Coordination among Diverse Greenbelt Stakeholders</li> <li>• Water and Stormwater Utility Finances; Funding for Water Related Capital Projects</li> <li>• Community Engagement During the Pandemic; Community Education on Topics That Most Residents Currently Know Little about</li> <li>• Diverse Opinions on the Public Value of Privately-Owned Water Resources.</li> <li>• Challenge of Simultaneously Addressing Many Interrelated Water Issues and Organizing Them in an Intelligible Narrative with Clear Action Steps</li> </ul>	<ol style="list-style-type: none"> <li>1. Convene Working Groups (7)</li> <li>2. Create digital assets for public engagement, idea generation and education</li> <li>3. Kick off and launch of public engagement platform</li> <li>4. Working Group meeting – vision, policies and framing of issue</li> <li>5. CIP WORKSHOP: Presentation/Update</li> <li>6. BUDGET WORKSHOP</li> <li>7. Community Update</li> <li>8. Refine project scope and determine priority issues and on the horizon</li> <li>9. Draft asset refinement and define policy questions</li> <li>10. DECISION: Presentation and Direction</li> <li>11. Prepare final assets and report</li> <li>12. DECISION: Plan Adoption</li> <li>13. Community Education and Rollout</li> </ol>	<p>9/20 9/20 10/20 11/20 11/20 1/21 1/21 2/21 6/21 8/21 10/21 11/21 11/21</p>

Responsibility: Assistant City Manager

**ACTION: CITY FACILITIES/BUILDINGS  
RENOVATIONS/UPGRADE**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Aging Facilities and Buildings</li> <li>• Impacts of COVID-19 on City Operations and Service Delivery</li> <li>• Safe Workplace</li> <li>• City Hall Re-Configuration</li> <li>• Leisure Service Facility</li> <li>• Public Works Facility</li> <li>• Funding</li> </ul>	<ol style="list-style-type: none"> <li>1. Engage Current Clive Public Safety Center Project Consultant Team about Scope</li> <li>2. Develop Scope of Services/Concepts</li> <li>3. PRESENTATION: Scope of Services</li> <li>4. DECISION: Approval of Scope/PSAs</li> <li>5. Consultant Team Performs Facility Assessment/Employee Engagement</li> <li>6. PRESESTATION: Facility Strategy and Opinion of Probable Cost</li> <li>7. Incorporate into 2022-2027 CIP</li> </ol>	<p>9/20</p> <p>10/20</p> <p>11/20</p> <p>1/21</p> <p>7/21</p> <p>8/21</p> <p>11/21</p>

Responsibility: City Manager/Leisure Services Director/Public Works Director
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**ACTION: UNDERGROUND UTILITIES: (A)HARBACH BLVD PILOT , (B) FUTURE CITY ACTION**

<b>PRIORITY</b>
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Goals/Desired Outcomes</li> <li>• Options</li> <li>• Funding Mechanism</li> <li>• Costs</li> <li>• Benefits</li> <li>• Timing</li> <li>• Harbach Design and Reconstruction</li> <li>• Remaining City Overhead Lines</li> </ul>	<p>A. Harbach Boulevard Pilot</p> <ol style="list-style-type: none"> <li>1. Decision 26” or 31’</li> <li>2. Preliminary Plans</li> <li>3. Easements/ROW Acquisitions</li> <li>4. Mid-Am/Utility Begin Relocates</li> <li>5. Final Plans</li> <li>6. Letting</li> <li>7. Mid-Am/Utility Relocates</li> <li>8. Construction – Phase 1</li> </ol> <p>B. Future City Actions</p> <ol style="list-style-type: none"> <li>1. Develop map of all overhead</li> <li>2. Mid-Am Estimate of relocating all overhead underground</li> <li>3. PRESENTATION: Discussion on relocating all overhead underground</li> </ol>	<p>9/20</p> <p>11/20</p> <p>8/21</p> <p>9/21</p> <p>12/21</p> <p>1/22</p> <p>4/22</p> <p>11/22</p> <p>10/20</p> <p>2/21</p> <p>4/21</p>

Responsibility: Public Works Director

**ACTION: NORTH WALNUT CREEK FLOOD MITIGATION**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Building Demolition</li> <li>• Design</li> <li>• Construction</li> <li>• Winter Weather</li> </ul>	<ol style="list-style-type: none"> <li>1. Complete design of berm and infrastructure improvements</li> <li>2. Demolition of building</li> <li>3. Construct berm</li> <li>4. Complete storm sewer improvements</li> </ol>	<p>10/20</p> <p>10/20</p> <p>11/20</p> <p>12/20</p>

Responsibility: Public Works Director

**ACTION: NEW CLIVE PUBLIC SAFETY CENTER PROJECT**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Construction Contract</li> <li>• Furnishings</li> </ul>	<ol style="list-style-type: none"> <li>1. Bid Prime Contracts</li> <li>2. DECISION: Contracts</li> <li>3. Ground Breaking/Construction Start</li> <li>4. DECISION: Furniture PSA/Contract</li> <li>5. DOT Traffic Study/Hickman Rd</li> <li>6. Furniture/Furnishings/Fixtures Install</li> <li>7. Substantial Completion</li> <li>8. Move In</li> </ol>	<p>9/20 9/20 10/20 10/20 12/20 10/21 11/21 12/21</p>

Responsibility: City Manager/Fire Chief/Police Chief

**ACTION: METRONET RESEARCH AND DIRECTION**

<b>PRIORITY</b>
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Desired Outcomes</li> <li>• Timing</li> <li>• Service Level</li> <li>• Collaboration with Other Cities</li> <li>• Letter of Agreement</li> </ul>	<ol style="list-style-type: none"> <li>1. PRESENTAION: MetroNet</li> <li>2. Negotiate Letter of Agreement</li> <li>3. DECISION: Consideration and Approval of Letter of Agreement w/ MetroNet</li> <li>4. Develop Staffing Plan/Strategy for 2021 Construction Schedule</li> <li>5. Develop Community Communication Strategy</li> <li>6. Receive Initial Project Design from MetroNet</li> <li>7. Process Permits and Oversee ROW Locates and Construction Process</li> </ol>	<p>9/20 10/20 10/20 12/20 12/20 1/21 11/21</p>

Responsibility: City Manager/Public Works Director/Assistant City Manager



**ACTION: RIGHT-OF-WAYS MANAGEMENT POLICY**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• City Policies</li> <li>• City Responsibilities</li> <li>• Community Broadband Relationship</li> </ul>	<ol style="list-style-type: none"> <li>1. Finalize fiber to home decision</li> <li>2. Update fiber/SWF policies</li> <li>3. Finalize ROW Management Policy</li> <li>4. WORKSHOP: Presentation</li> </ol>	<p>10/20</p> <p>2/21</p> <p>5/21</p> <p>6/21</p>

Responsibility: Public Works Director

**ACTION: TRAFFIC CAPACITY ANALYSIS: NW DEVELOPMENT AREA**

<b>PRIORITY</b>
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Road Capacity</li> <li>• Traffic Volume</li> <li>• Width of Street</li> <li>• Future Construction Projects Impacts on Traffic</li> <li>• Resident Growth</li> <li>• Working with the City of Waukee</li> <li>• 2050 Traffic Projections</li> </ul>	<ol style="list-style-type: none"> <li>1. Preliminary Report</li> <li>2. Final Report</li> <li>3. REPORT</li> <li>4. Identification of Actions</li> </ol>	<p>9/20</p> <p>10/20</p> <p>11/20</p> <p>2/21</p>

Responsibility: Public Works Director

**ACTION: FORESTRY MOWER**

PRIORITY
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Rent or Buy a Forestry Mower</li> <li>• Collaborate with Neighboring Cities like (West Des Moines, Urbandale, Waukee and Johnston)</li> <li>• Link to Goat Program</li> <li>• Height of Vegetation</li> <li>• Invasive Species</li> </ul>	<ol style="list-style-type: none"> <li>1. Research potential options for forestry mower</li> <li>2. Demo potential forestry mowers</li> <li>3. Get quotes for forestry mower rental and purchase</li> <li>4. BUDGET WORKSHOP: Budget FY '22</li> <li>5. DECISION: Budget FY'22</li> </ol>	<p>9/20</p> <p>11/20</p> <p>12/20</p> <p>1/21</p> <p>3/21</p>

Responsibility: Leisure Services Director

**ACTION: ALICES ROAD PARK DEVELOPMENT OPPORUNITIES**

PRIORITY
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Private Development</li> <li>• Land Use Direction</li> <li>• Funding for Park Development</li> <li>• Catalyst for Development</li> <li>• Housing Opportunities – Attainable Housing</li> </ul>	<ol style="list-style-type: none"> <li>1. Finalize park design</li> <li>2. JOINT MEETING</li> <li>3. DECISION: Direction</li> <li>4. Negotiate with adjacent property owner</li> <li>5. Develop an agreement</li> <li>6. DECISION: Agreement</li> </ol>	<p>11/20</p> <p>11/20</p> <p>11/20</p> <p>1/21</p> <p>2/21</p> <p>3/21</p>

Responsibility: Community Development Director

**ACTION: COMMUNITY RATING SYSTEM – CLASS 4**

PRIORITY
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Flood Mitigation</li> <li>• Resilient Community</li> <li>• Reduced Flood Insurance Costs</li> <li>• Impacts on Property Owners</li> </ul>	<ol style="list-style-type: none"> <li>1. Evaluate Criteria/Point Needs</li> <li>2. Revise/Develop Programs</li> <li>3. Submit CRS Modification</li> </ol>	<p>10/20</p> <p>3/21</p> <p>4/21</p>

Responsibility: Community Development Director

**► Management in Progress 2020 – 2021**

		TIME
1. City Emerald Ash Borer Program: Implementation	LS	Ongoing
2. Flood Prone Property Buyout Program – Phase 2 Demo	LS	10/20
3. ACALRA Water System Control Software	PW	12/20
4. Alices Road ROW Acquisition Closing/Demolition (3)	CD	12/20
5. Stormwater Management Manual: Update	CD/PW	2/21
6. Small Wireless Facilities Policies: Revision (City Council)	PW	2/21
7. ROW Policies for Private Infrastructure	PW	2/21
8. ROW Tree Maintenance Program: Development	CD	4/21
9. City-Owned BMP Facilities Inspection	PW	4/21
10. New Clive Public Safety Center Art: Commission	LS	11/21
11. Clark Street Pilot Green Infrastructure Evaluation Report	LS	11/21
12. 2019 REAP Grant: Property Acquisition in Shadow Creek	CD	12/21
13. Park and Trail Asset Management: Development	LS	12/21
14. Traffic Signal Software Conversion	PW	1/22
15. Sign GPS Data Collection	PW	12/23

<b>► Major Project 2020 – 2021</b>		<b>TIME</b>
1. NW 142 <sup>nd</sup> Street Lighting Project	PW	9/20
2. Westgate Parkway Bridge Project: Construction	PW	10/20
3. Berkshire and Boston Street Light LED Relamp	PW	10/20
4. 2020 Residential HMA Rehabilitation Projects	PW	11/20
5. Annual Sidewalk Repair Projects	CD	
a. 2020		11/20
b. 2021		8/21
6. Oxbow Reconstruction Project (Swanson Boulevard)	PW	12/20
7. Pedestrian Signal Improvements (10)	PW	12/20
8. Walk/Don't Walk Countdown Signals: Installation	PW	12/20
9. Landscape Plan Projects	LS	
a. 156 <sup>th</sup> and Boston		12/20
b. Berkshire and Boston		12/20
10. 2021 Annual Sewer Lining Projects	PW	4/21
11. City Hall Access Ladder	LS	4/21
12. Meredith Drive ROW Acquisition	PW	4/21
13. Hickman Road Adaptive Traffic Signals System	PW	5/21
14. Hickman Road New Traffic Management Software: Implementation	PW/TS	5/21
15. NW 86 <sup>th</sup> Street Railroad Crossing Paving Rehab	PW	6/21
16. Clark Street Project: Phase 1	PW	6/21
17. Public Works/MWA Recycling Pad Site	PW	6/21
18. Meredith Drive/Warrior Lane Paving Project	PW	7/21
19. Buffalo Road Water System Replacement	PW	8/21
20. 2021 Annual Arterial PCC Patching Projects	PW	11/21
21. Annual Residential PCC Patching Projects	PW	11/21
a. 2020		
b. 2021		
22. Clark Street – Phase 2 (105 <sup>th</sup> to 109 <sup>th</sup> )	PW	11/21
a. Design		
b. Construction		
23. 128 <sup>th</sup> and Hickman Intersection Improvements	PW	11/21
24. Berkshire and Hickman Traffic Signal	PW	11/21
25. 2021 Water Main Replacement Project – Rio Valley Area	PW	11/21
26. Alice's Road Property Acquisition	CD	12/21

► **Major Project 2020 – 2021 (continued)**

		TIME
27. Meredith Drive and Alices Road Intersection Project	PW	11/22
a. Design (6/21)		
b. Reconstruction		
28. Harbach Boulevard Reconstruction Project	PW	11/22
a. Preliminary Design		
b. ROW Acquisition		

<b>GOAL 4</b>	<b>DISTINCTIVE CLIVE GREENBELT</b>
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**ACTION: WALNUT CREEK BANK STABILIZATION**

<b>PRIORITY</b>
<i>Policy</i>

Key Issues

- Living Water
- Improvement Projects

Activities/Milestones

- A. Westgate Bridge Project
- B. Greenbelt Landing
- C. Water Resource Management Plan
- D. Prioritization

Time

- 12/20
- 12/22
- 12/21
- 12/21

Responsibility: Assistant City Manager/Leisure Services Director/Public Works Director

**ACTION: BACKYARD CREEK BANKS PUBLIC-PRIVATE PARTNERSHIP**

<b>PRIORITY</b>
<i>Policy</i>

Key Issues

- Goals/Desired Outcomes
- City Roles
- Cost-Sharing Opportunity(ies)
- Water Storage
- Property Access
- Community Planning around Greenbelt
- Private Contributions Amount
- Native Materials
- Creek Movement
- Trees Coming Down
- Permitting
- “Maintenance” Project

Activities/Milestones

- 1. Finalize project approach
- 2. Evaluate with property owner
- 3. PRESENTATION: Pilot Project Plan
- 4. Complete pilot project
- 5. Evaluate potential implication from pilot project going forward and incorporating in the Water Master Planning process

Time

- 10/20
- 11/20
- 11/20
- 12/20
- 4/21

Responsibility: Assistant City Manager/Leisure Services Director/Public Works Director

**ACTION: SUSTAINABLE GOAT PROGRAM**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>Care and Overall Health of Goats</li> <li>Volunteers in Goat Care, especially Baby (Bottle Fed) Goats</li> <li>Programming around Goats</li> <li>Utilizing Goats to Have the Most Positive Impact on the Ecological Health of the Greenbelt</li> </ul>	<ol style="list-style-type: none"> <li>Draft plan for future of the goat program</li> <li>Develop agreement for the sourcing and care of the goats and sheep</li> <li>DECISION: Approval of Plan and Agreement</li> <li>Begin implementation of sustainable program</li> <li>Engage volunteers in goat care</li> <li>Programming oriented around goats</li> <li>Finalize study of goat impacts</li> </ol>	<p>10/20</p> <p>12/20</p> <p>2/21</p> <p>4/21</p> <p>4/21</p> <p>5/21</p> <p>9/21</p>

Responsibility: Leisure Services Director/Community Development Director

**ACTION: INVASIVE PLANT AND VEGETATION MANAGEMENT PLAN [GREENBELT 100<sup>th</sup> TO I-35]**

<b>PRIORITY</b>
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>Saving Removed Trees for the Indian Hill Project</li> <li>Removal of the Dirt from the Oxbow Project</li> <li>Ongoing Maintenance by City Staff once Restoration Complete</li> <li>Tree Replacement Schedule</li> <li>Plant Types</li> </ul>	<ol style="list-style-type: none"> <li>Finalize bid</li> <li>DECISION: Award Contract/Bid Project</li> <li>Public education on tree removal and share Replacement Plan with community</li> <li>Tree removal and invasive honeysuckle removal</li> <li>Restoration of the ground cover</li> <li>Completion of project</li> </ol>	<p>9/20</p> <p>10/20</p> <p>10/20</p> <p>11/20</p> <p>6/21</p> <p>12/22</p>

Responsibility: Leisure Services Director



<b>ACTION: CLIVE CITY ORGANIZATION FOR GREENBELT ACTIVITIES</b>		<b>PRIORITY</b>
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> <li>• Goals</li> <li>• City Re-organization</li> <li>• Greenbelt Team</li> <li>• Link to Water Resources Master Plan</li> <li>• Organizational Responsibilities</li> </ul>	<ol style="list-style-type: none"> <li>1. Hold multi-departmental meeting to collect data and assess all of the current/pending activities in the GB</li> <li>2. Develop scope and organizational structure for Greenbelt Staff Team</li> <li>3. Identify leadership role and key staff liaison for each department</li> <li>4. Hold first meeting of new Greenbelt Team and identify goals/vision</li> </ol>	<p>11/20</p> <p>1/21</p> <p>1/21</p> <p>2/21</p>
Responsibility: City Manager/Leisure Services Director		

<b>► Management in Progress 2020 – 2021</b>		<b>TIME</b>
1. Walnut Creek Watershed – Model Stream Buffer Protection Ordinance (City Council)	CD	4/21
2. Annual Water Quality Monitoring Report	PW	9/21

<b>► Major Projects 2020 – 2021</b>		<b>TIME</b>
1. Meredith Wetlands Site: Tree Planting	PW	11/20
2. Greenbelt Trail Rehab: Planning and Design	LS	4/21
3. Northern Neighborhoods Trail Extension – Phase 3	LS/PW	11/21
4. 2020 Streambank Stabilization Project: Little Walnut Creek at Westgate Bridge	PW	12/21
5. 2021 Annual Greenbelt Trail Program	PW	12/21

**Policy Calendar 2020 – 2021**  
**Mayor and City Council**  
**City of Clive**

## MONTH

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### SEPTEMBER 2020

1. DECISION: Clive Public Safety Center Contract Approval
2. PRESENTATION: MetroNet
3. FEEDBACK TO CITY MANAGER: City Financial Strategy

## MONTH

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### OCTOBER 2020

1. DISCUSSION: Financial Strategy Direction
2. PRESENTATION: CALEA Report on Police Department Accreditation
3. DECISION: Community Broadband PSA Approval
4. DECISION: Clive Public Safety Center Furnishing PSA Contract Approval
5. DECISION: MetroNet Letter of Agreement Approval
6. DECISION: Greenbelt Landing Team and Process
7. DECISION: Invasive Plants and Vegetation Award Contract

## MONTH

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### NOVEMBER 2020

1. CIP WORKSHOP: Comprehensive Water Resources Master Plan
2. REPORT: Traffic Capacity Analysis for NW Development Area
3. JOINT MEETING/DECISION: Alices Road Park Development
4. PRESENTATION: Indian Hills Woods Improvement Project
5. PRESENTATION: Backyard Creek Bank Project Plan

## MONTH

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### DECEMBER 2020

1. PRESENTATION: City Community Engagement and Communications Plan
2. PRESENTATION: Incident Response Policies
3. REPORT: 86<sup>th</sup> Neighborhoods Context
4. DISCUSSION: Rental Housing/Property Upgrade
5. DECISION: Emerald Isle Rezoning
6. DECISION: Zoning Ordinance – General Regulations Approval

## MONTH

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### JANUARY 2021

1. BUDGET WORKSHOP: FY '22
  - a. City Budget Tax Rate
  - b. City Engagement and Communications Enhancements
  - c. Police K-9 Unit
  - d. Management Succession Program – Public Works
  - e. Comprehensive Water Resources Master Plan
  - f. Forestry Mower
  
2. PRESENTATION: Long-range Financial Model and Plan
  
3. DECISION: Community Broadband Vision and Projects
  
4. PRESENTATION: City Facilities/Buildings Renovation Scope of Services

## MONTH

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### FEBRUARY 2021

1. DECISION: Westcom 28e Agreement
2. PRESENTATION: Regional Water Governance
3. REPORT: 86<sup>th</sup> Neighborhoods Vision
4. REPORT: Aquatic Center Facility and Programs
5. DECISION: Linnan Park Short Term Improvements
6. DECISION: Sustainable Goat Program Plan and Agreement



## MONTH

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MARCH 2021
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1. DECISION: Budget FY '22 Adoption
2. DECISION: Public Works Strategy
3. DECISION: Incident Response Plan Adoption
4. DECISION: Emerald Isle Site Plan Approval
5. DECISION: Alices Road Park Agreement
6. PRESENTATION: Rental Houses/Property Upgrade

## MONTH

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APRIL 2021

1. JOINT WORKSHOP: University Avenue Draft Plan
2. DECISION: Building/Fire Code Adoption
3. PRESENTATION: Underground Utilities – Relocation of All Overhead

## MONTH

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MAY 2021

1. REPORT: Clive-Waukee Boundary Status

## MONTH

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**JUNE 2021**

1. PRESENTATION: City Partnerships for Brain Health
2. REPORT: 86<sup>th</sup> Neighborhoods Draft Plan
3. PRESENTATION: Right-of-Way Management Policy

## MONTH

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JULY 2021

1. DECISION: City Facilities/Buildings Renovations PSA Approval

## MONTH

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<h3>AUGUST 2021</h3>
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1. REPORT: Fire/EMS Collaboration with City of Urbandale
2. DECISION: University Avenue Corridor Plan Adoption
3. DECISION: Comprehensive Water Resources Master Plan – Policy Questions
4. DECISION: Greenbelt Landing Award Contract