

ACTION AGENDA

2017 – 2018

Mayor and City Council



Clive, Iowa
August 2017



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**Clive
Vision 2032**

CLIVE 2032
is a *BEAUTIFUL and SAFE*
City with *GREAT RESIDENTIAL*
NEIGHBORHOODS.
through buildout.

CLIVE 2032
provides *EXCEPTIONAL FAMILY LIVING*
and *OPPORTUNITIES FOR PERSONAL*
WELLNESS.

CLIVE 2032
has the *DISTINCTIVE CLIVE GREENBELT,*
and a *REVITALIZED 86th STREET*
CORRIDOR/NEIGHBORHOOD.

We take *PRIDE IN CLIVE!*

**City of Clive
Policy Agenda 2017 – 2018
Targets for Action**

TOP PRIORITY

**Local Option Sales Tax: Dallas County and Polk County
Fire Station: Urbandale and West Des Moines Agreement
86th Corridor Redevelopment
Public Safety Bond Referendum
Fire Station #32 Relocation
114th Corridor Development
Greenbelt Park Area Redevelopment**

HIGH PRIORITY

**University Flood Mitigation Plan
Hickman Corridor – U.S. 6 Traffic Management and
Interchange Plan
Park Development: Angel Park
Regional Water Governance
Trail Maintenance and Replacement Project
[114th to Porter Shelter]
Greenbelt Master Plan Implementation: Phase 1
Cyber Security Plan
Walnut Creek Watershed Plan: Implementation**

**City of Clive
Management Agenda 2017 – 2018
Targets for Action**

TOP PRIORITY

**City Manager Selection
Backfill Strategy and Plan “B”
Street System Study: Pavement Management and Capacity Analysis
Long Range Financial Model and Plan: Phase 1
Clive – Waukee Boundary: Phase 3
Community Rating System
City Monument Signs**

HIGH PRIORITY

**Meredith Road Reconstruction (with City of Urbandale)
Parks and Recreation Staff Expansion
Traffic Pre-Emption System
Employee Wellness Program
Citywide Water Quality Monitoring Program
Implementation Phase 2
2018 Sanitary Sewer System Study
Public Art Master Plan
Financial Policies: Updates – Phase 2**

City of Clive

Management in Progress 2017 – 2018

1. Annual Computer Replacement
 - a) Public Works
 - b) Administration
2. Server Software Upgrades/Migrations
3. GIS: Metrics/Interdepartmental Collaboration
4. Dashboard (View Point): Implementation and Training
5. Payment of Parking Tickets: License Renewal (Dependent upon Polk County)
6. Closest Unit Response with Urbandale: (East of 180th) Implementation
7. Animal Licensing (City of Clive): Completion
8. Electronic Timecards System: Phase 1
9. Electronic File Clean Up
 - a) Police
 - b) Fire
10. Public Safety Wi-Fi
11. Police Accreditation (CALEA)
 - a) Training
 - b) Contract
12. Annual Capital Improvement Plan: Update (Council)
13. iMap Web Framework Conversion
14. Records Management System (Image Trend)
15. Human Resources Web Presences
16. Backup System: Software Upgrade/Replacement
17. Paperless Utility Billing Service Orders: Implementation and Training
18. FY 2018 – 2019 Budget Development (Council)
19. Paperless Employment Application Process
20. On Site Review: Safety Procedures
21. Physical Server Replacement
22. IAPELRA – Website
23. GIS Software Upgrade
24. Equipment Replacement
 - a) SCBA
 - b) Ambulance Remount

25. Waukee Fire/EMS Coverage West of 156th Short Term Agreement Extension (Council)
26. Utility Bills: Printing and Mailing: Contract
27. Formalized Employee Orientation Program
28. Formalized Safety Training Program
29. Additional Network Security Layer
30. Public Works Asset Management System: Completion
31. Citywide Process Improvement: Department Report (Council)
32. Police Laser Fiche and Archive Reports
33. Capitol Crossroads: Public Works/PCC Specification
34. West Area Development Model: Northern Neighborhoods Hydrological Model
35. Indian Hills Watershed Assessment
36. Alice's Road Property Acquisition/Demolition
37. IDALS WQ1 Grant – Stormwater Detention Refit: Application
38. Private Storm Sewer (Retention Facilities) Mapping
39. Emerald Ash Borer Program: Implementation
40. Water Trail Plan (Regional) and Clive Projects
41. Interpretative/Information Signs Program – Water Quality/Historical Flood
42. School Resource Officer: Implementation
43. Walnut Creek Watershed Festival
44. LEAP Software for Library Circulation
45. Development Review Process (intake/review) Reorganization
46. Walnut Creek Watershed Coalition Invasive Species Removal Project
47. Crime Free Multi Family Housing Program: Update
48. Trail and Bridge Obstruction: Enhanced Enforcement
49. Economic Development Action Plan Implementation
50. Existing Business Visit Program
51. Home Show 2018
52. Citywide Comprehensive Plan Metrics/Benchmarking Project

City of Clive

Major Projects 2017 – 2018

1. Linnan Park Updates
2. Wildwood Pickle Ball Courts
3. NW 86th Streetscape Project – Phase 4
4. Park Maintenance Vehicles Replacement
5. Ox Bow Reconstruction Project
6. Aquatic Center/Special Events Building LED Replacement
7. Special Events Building: Updates
8. Douglas Parkway Extension: ROW Acquisition
9. 2017/2018 Sanitary Sewer Lining Project
10. Boston Parkway Culvert Outlet Repair
11. Campbell Park Bleacher Replacements
12. Little Walnut Creek Trunk Sewer Extension
13. Douglas Avenue Water Main Extension
14. Stream Stabilization Restoration Project – Swanson Depot
15. Hickman Road Adaptive Traffic Signal System
16. Walnut Creek Sanitary Sewer Crossing (between NW 75th and NW 78th)
17. 2018 Pavement Rehabilitation Project
18. Little Walnut Sewer Protection Project
19. North Neighborhood III Little Walnut Creek Crossing (s): Preliminary Design, Permits
20. Meredith Drive Reconstruction and SW Management
21. NW 104th Street Roadway Extension and intersection Project
22. Water Main Replacement Program – Short Term/Long Term

**City of Clive
Action Outlines 2017 – 2018**

GOAL 1	FINANCIALLY SOUND CITY PROVIDING SERVICES VALUED BY RESIDENTS
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<p>ACTION: LOCAL OPTION SALES TAX: DALLAS COUNTY AND POLK COUNTY</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">PRIORITY</td> </tr> <tr> <td style="text-align: center;"><i>Policy – Top</i></td> </tr> </table>	PRIORITY	<i>Policy – Top</i>																																
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ACTION: FIRE STATION: URBANDALE AND WEST DES MOINES AGREEMENT

PRIORITY
<i>Policy – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Agreements • Phasing of Actions • Funding • Service Area • Cost Reduction • Ownership Value • Service Contract 	A. West Des Moines	
	1. Finalize revised 28e Agreement	9/17
	2. Decision: 28e Agreement Adoption	10/17
	B. Urbandale	
	1. Finalize revised 28e Agreement	9/17
	2. Present proposed 28e Agreement	10/17
	3. Decision: 28e Agreement Adoption	12/17
	4. Decision: Budget FY '19 Funding	3/18

Responsibility: Fire/City Manager’s Office
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ACTION: REGIONAL WATER GOVERNANCE

PRIORITY
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Governance 	1. Participate in regional discussion	11/17
	2. Review Regional Proposal	2/18
	3. Presentation: Regional Proposal	2/18
	4. Decision: Regional Governance Model	4/18

Responsibility: City Manager’s Office

ACTION: CYBER SECURITY PLAN

PRIORITY
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Plan • Actions (Short Term) • Actions (Long Term) 	1. Complete City Staff training	11/17
	2. Complete research	4/18
	3. Finalize Plan	4/18
	4. Presentation: Cyber Security Plan	4/18
	5. Implement Short Term Actions	5/18

Responsibility: Technology

ACTION: REGISTRATION AND FACILITY MANAGEMENT SOFTWARE		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Products • Funding 	<ol style="list-style-type: none"> 1. Complete research on potential product 2. Identify preferred product 3. Prepare budget request 4. Decision: Budget FY '19 Funding 5. Hire firm 6. Complete training and implementation 	<p>9/17 10/17 11/17 3/18 6/18 3/19</p>
Responsibility: Leisure Services		

ACTION: CITY LED COMMUNITY VOLUNTEER PROGRAM/COORDINATOR		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Goals • Program Activities • Funding • Partners 	<ol style="list-style-type: none"> 1. Evaluate “Best Practices” – Update 2. Discuss with potential partners 3. Prepare report with options and recommendations 4. Prepare budget proposal 5. Presentation: Report 6. Decision: Budget FY '19 Funding 	<p>10/17 10/17 10/17 11/17 1/18 3/18</p>
Responsibility: Leisure Services		

ACTION: DART: FUNDING AND SERVICE MODEL		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • DART Funding • DART Service Model 	<ol style="list-style-type: none"> 1. Complete Funding Committee Workshops 2. DART Board: Review 3. DART Board: Decision 	<p>11/17 1/18 2/18</p>
Responsibility: City Manager’s Office		

ACTION: CITY MANAGER SELECTION		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • New City Manager 	<ol style="list-style-type: none"> 1. Committee Decision: Finalist 2. Finalist Interviews 3. Decision: City Manager Contract 4. City Manager 	<p>9/17</p> <p>10/17</p> <p>11/17</p> <p>1/18</p>
Responsibility: City Manager		

ACTION: BACKFILL STRATEGY AND PLAN “B”		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Strategy • Policy Direction • Funding • Link to CVB 	<ol style="list-style-type: none"> 1. Update Scenarios 2. Presentation: Scenarios 3. Decision: Direction 	<p>12/17</p> <p>1/18</p> <p>3/18</p>
Responsibility: City Manager’s Office/Administration		

ACTION: LONG RANGE FINANCIAL MODEL AND PLAN: PHASE 1		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Software • Financial Assumptions • Financial Model • Projections/Forecast • Plan – Framework for Future 	<ol style="list-style-type: none"> 1. Decision: Software Contract 2. Develop Financial Model /Plan – Phase 1 3. Presentation: Financial Model/Plan Phase 1 	<p>8/17</p> <p>1/18</p> <p>2/18</p>
Responsibility: City Manager’s Office/Administration		

ACTION: PARKS AND RECREATION STAFF EXPANSION		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Service Level • Staff Level • Maintenance Scope • Buildings/Parks • Organization Capacity • Contracting 	<ol style="list-style-type: none"> 1. Review service levels and staff needs/options 2. Develop budget proposal 3. Presentation: Proposal 4. Decision: Budget '19 Funding 	<p>10/17</p> <p>11/17</p> <p>1/18</p> <p>3/18</p>
Responsibility: Leisure Services		

ACTION: EMPLOYEE WELLNESS PROGRAM		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Purposes • Performance Goals • Program Activities • Cost • Funding • Spouse/Partner Coverage/Contribution 	<ol style="list-style-type: none"> 1. Conduct Survey – City Employees and Spouses/Partners 2. Wellness Committee Report 3. Presentation: Personnel Committee 4. Decision: Direction 5. Decision: Budget '19 Funding 	<p>9/17</p> <p>10/17</p> <p>11/17</p> <p>12/17</p> <p>3/18</p>
Responsibility: Human Resources		

ACTION: FINANCIAL POLICIES: UPDATES PHASE 2/NEW PHASE 3		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Policies – Existing • Policies – New 	<ol style="list-style-type: none"> 1. Complete Financial Policies – Existing 2. Decision: Financial Policies – Adoption 3. Research New Financial Policies 	<p>12/17</p> <p>1/18</p> <p>7/18</p>
Responsibility: Administration		

ACTION: BI ANNUAL CITIZEN SATISFACTION SURVEY

PRIORITY
Mgmt

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Timing	1. Decision: Consultant Contract	11/17
• Frequency of Survey	2. Finalize survey instruments	1/18
• Cost Savings	3. Conduct community survey	2/18 – 3/18
• Questions for Survey	4. Complete draft report	4/18
	5. Presentation: Survey Report	5/18

Responsibility: City Manager’s Office/Community Development

► **Management in Progress 2017 – 2018**

	TIME
1. Annual Computer Replacement	
a) Public Works	9/17
b) Administration	9/17
2. Server Software Upgrades/Migrations	9/17
3. GIS: Metrics/Interdepartmental Collaboration	10/17
4. Dashboard (View Point): Implementation and Training	10/17
5. Payment of Parking Tickets: License Renewal (Dependent upon Polk County)	10/17
6. Closest Unit Response with Urbandale: (East of 180 th) Implementation	10/17
7. Animal Licensing (City of Clive): Completion	11/17
8. Electronic Timecards System: Phase 1	11/17
9. Electronic File Clean Up	
a) Police	11/17
b) Fire	11/17
10. Public Safety Wi-Fi	11/17
11. Police Accreditation (CALEA)	
a) Training	11/17
b) Contract	1/18
12. Annual Capital Improvement Plan: Update (Council)	12/17
13. iMap Web Framework Conversion	12/17
14. Records Management System (Image Trend)	1/18
15. Human Resources Web Presences	1/18
16. Backup System: Software Upgrade/Replacement	1/18
17. Paperless Utility Billing Service Orders: Implementation and Training	3/18

► Management in Progress 2017 – 2018 (Continued)	TIME
18. FY 2018 – 2019 Budget Development (Council)	3/18
19. Paperless Employment Application Process	3/18
20. On Site Review: Safety Procedures	3/18
21. Physical Server Replacement	3/18
22. IAPELRA- Website	3/18
23. GIS Software Upgrade	4/18
24. Equipment Replacement	
a) SCBA	5/18
b) Ambulance Remount	5/18
25. Waukee Fire/EMS Coverage West of 156 th Short Term Agreement Extension (Council)	6/18
26. Utility Bills: Printing and Mailing: Contract	7/18
27. Formalized Employee Orientation Program	7/18
28. Formalized Safety Training Program	7/18
29. Additional Network Security Layer	7/18
30. Public Works Asset Management System: Completion	10/18
31. Citywide Process Improvement: Department Report (Council)	12/18
32. Police Laser Fiche and Archive Reports	Ongoing

GOAL 2	UPGRADED CITY FACILITIES AND INFRASTRUCTURE
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ACTION: PUBLIC SAFETY BOND REFERENDUM	PRIORITY																											
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Responsibility: City Manager’s Office/Police/Fire																												

ACTION: FIRE STATION #32 RELOCATION	PRIORITY																											
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Responsibility: Fire																												

ACTION: UNIVERSITY FLOOD MITIGATION PLAN		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	A. Aqua Dam	
	1. Modify berms	10/17
	2. Demonstration	10/17
	B. Existing Storm Sewer System	
	1. Complete Modeling – Stormwater	6/18
	C. North Walnut Creek	
	1. Complete Flooding Analysis	6/18
Responsibility: Public Works		

ACTION: HICKMAN CORRIDOR – U.S. 6 TRAFFIC MANAGEMENT AND INTERCHANGE PLAN		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • 118th Street – “Punch” Through 	A. Corridor Study	
	1. Submit grant application – ICAP Funding for 19/20	10/17
	2. Develop CIP proposal – 128 th Intersection	11/17
	3. Decision: CIP FY ‘19	12/17
	4. Complete Study/Report	5/18
	B. Interstate Interchange	
	1. Receive Interchange Report	5/18
	2. Presentation: Report	7/18
Responsibility: Public Works		

ACTION: TRAIL MAINTENANCE AND REPLACEMENT PROJECT [114th TO PORTER SHELTER]		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Contract 	<ol style="list-style-type: none"> 1. Complete design 2. Complete clearing 3. Bid trail construction project 4. Decision: Award Construction Contract 5. Initiate construction 6. Complete construction 	<p>9/17</p> <p>11/17</p> <p>12/17</p> <p>2/18</p> <p>3/18</p> <p>10/18</p>
Responsibility: Public Works		

ACTION: FLOOD MITIGATION STRATEGY		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Public Education • City Role • Partners • MS4 Policy • FEMA Map • Federal Funding • Flood Plain Ordinance 	<ol style="list-style-type: none"> A. FEMA Flood Mitigation Analysis and Damage Assessment <ol style="list-style-type: none"> 1. Finalize project scope 2. Complete analysis (FEMA) 3. Presentation: Findings <ol style="list-style-type: none"> a. Damage b. Case Studies – Problem and Damage Costs 4. Outreach and public education B. FEMA Maps: Update <ol style="list-style-type: none"> 1. Receive FEMA FIRM 2. Public Outreach 3. Decision: New map Adoption/Flood Plain Ordinance C. Silver Jack (Corps of Engineers) <ol style="list-style-type: none"> 1. Federal Funding: Notification 2. Define project scope D. ACWA Collaboration <ol style="list-style-type: none"> 1. Work w/ACWA to Complete Walnut ACPF 2. Explore projects and financing options 3. Engage conservation finance experts 4. Identify potential grant funding program 	<p>10/17</p> <p>5/18</p> <p>6/18</p> <p>6/18</p> <p>6/18</p> <p>12/18</p> <p>3/18</p> <p>6/18</p> <p>10/17</p> <p>2/18</p> <p>12/17</p> <p>1/18</p> <p>2/18</p> <p>3/18</p>
Responsibility: Community Development		

ACTION: COMPREHENSIVE CITYWIDE LANDSCAPE MAINTENANCE PLAN: RE-EVALUATION		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Scope • Funding 	<ol style="list-style-type: none"> 1. Define scope, cost estimate 2. Prepare budget proposal 3. Decision: Budget FY '19 Funding 4. RFQ 5. Decision: Award Contract 	<p>10/17</p> <p>11/17</p> <p>3/18</p> <p>6/18</p> <p>7/18</p>
Responsibility: Leisure Services		

ACTION: STORMWATER MANAGEMENT STRATEGY		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Public Education/Out Reach • Illicit Discharge • Erosion/Sediment Control • Post Construction 	<ol style="list-style-type: none"> A. Regional Post – Construction Stormwater Management Regulation <ol style="list-style-type: none"> 1. Capital Crossroad: Convening 2. Complete research, prepare recommendations 3. Presentation: Recommendation B. MS4 Permit Review <ol style="list-style-type: none"> 1. Review City policies, gap analysis 2. Prepare report 3. Presentation: Report 	<p>9/17</p> <p>8/18</p> <p>9/18</p> <p>4/18</p> <p>6/18</p> <p>8/18</p>
Responsibility: Community Development/Public Works		

ACTION: STREET SYSTEM STUDY: PAVEMENT MANAGEMENT AND CAPACITY ANALYSIS		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	A. Pavement Management	
	1. Receive report	10/17
	2. Presentation: Report	11/17
	3. Prepare CIP Proposal	11/17
	4. Decision; CIP ‘19	12/17
	5. Complete Report – Funding Options	6/18
	6. Presentation: Funding, Direction	8/18
	B. Capacity Analysis	
	1. Issue RFP	2/18
	2. Decision: Award Contract	3/18
	3. Complete Report	12/18
Responsibility: Public Works		

ACTION: COMMUNITY RATING SYSTEM		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Public Education/ Understand	1. Obtain CRS Rating	10/17
	2. Evaluate program options and prepare report	3/18
	3. Presentation: Report	4/18
	4. Implement Action	10/18
Responsibility: Community Development		

ACTION: CITY MONUMENT SIGNS		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Aquatic Center	1. Prepare CIP Proposal – Design	10/17
• Special Event	2. Decision: CIP FY ’19 Funding	12/17
• Library	3. Complete Detailed Design	6/18
• City Hall	4. Decision: CIP Funding – Sign Construction	12/18
Responsibility: Leisure Services		

ACTION: MEREDITH ROAD RECONSTRUCTION (WITH CITY OF URBANDALE)		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • 28e Agreement • Funding • Stormwater Issues 	<ol style="list-style-type: none"> 1. Prepare Stormwater Plan 2. Presentation: Update Report, Direction Stormwater 3. Complete design 4. Complete 28e Agreement – construction/finding 	<p>4/18</p> <p>5/18</p> <p>12/18</p> <p>12/18</p>
Responsibility: Public Works		

ACTION: TRAFFIC PRE-EMPTION SYSTEM: UPDATE		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • 28e Agreement 	<ol style="list-style-type: none"> A. Non University – Phase 1 <ol style="list-style-type: none"> 1. Establish timeline 2. Decision: Approval 3. Complete Phase 1 B. University – Phase 2 <ol style="list-style-type: none"> 1. Decision 28e Agreement with West Des Moines 2. Complete: Phase 2 	<p>8/17</p> <p>9/17</p> <p>12/17</p> <p>4/18</p> <p>12/18</p>
Responsibility: Fire		

ACTION: CITYWIDE WATER QUALITY MONITORING PROGRAM IMPLEMENTATION PHASE 2		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Direction • Projects • Funding 	<ol style="list-style-type: none"> A. Northern Neighborhood #3 <ol style="list-style-type: none"> 1. Evaluate options, prepare report 2. Presentation: Report with Options B. City Watershed <ol style="list-style-type: none"> 1. Evaluate options, prepare report 2. Presentation: Report with Options 	<p>4/18</p> <p>5/18</p> <p>7/18</p> <p>8/18</p>
Responsibility: Community Development		

ACTION: 2018 SANITARY SEWER SYSTEM STUDY

PRIORITY
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Issue RFP	11/17
	2. Decision: Award Contract	1/18
	3. Complete report	10/18
	4. Presentation: Report	11/18
	5. Prepare CIP Proposal	11/18
	6. Decision: CIP Projects	12/18

Responsibility: Public Works

ACTION: CITYWIDE LAND SURVEY BENCHMARKS: UPDATES

PRIORITY
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• Funding	1. Define scope, obtain quotes	10/17
	2. Develop budget proposal	11/17
	3. Decision: Budget '19 Funding	3/18
	4. Bid Services	6/18
	5. Decision: Award Contract	7/18
	6. Complete Services/Update	10/18

Responsibility: Public Works

ACTION: SECURITY CAMERAS AT AQUATIC CENTER

PRIORITY
<i>Mgmt</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
• “Dummy” Camera	1. Establish needs, costs, scope	10/17
• Mixed Cameras	2. Prepare budget proposal	11/17
	3. Decision: Budget '19 Funding	3/18
	4. Bid Project/Equipment	6/18
	5. Complete Installation	7/18

Responsibility: Leisure Services

ACTION: FATS – OILS – GREASE ORDINANCE: REVISION (WRA)		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Scope • Regulations • Enforcement • Regional vs. Local 	<ol style="list-style-type: none"> 1. Receive Ordinance (WRA) 2. Presentation: Ordinance 3. Decision: Ordinance 	<p>12/17</p> <p>1/18</p> <p>2/18</p>
Responsibility: Public Works		

► Management in Progress 2017 – 2018	TIME
1. Capitol Crossroads: Public Works/PCC Specification	8/17
2. West Area Development Model: Northern Neighborhoods Hydrological Model	10/17
3. Indian Hills Watershed Assessment	10/17
4. Alice’s Road Property Acquisition/Demolition	10/17 or 4/18
5. IDALS WQ1 Grant – Stormwater Detention Refit: Application	12/17
6. Private Storm Sewer (Retention Facilities) Mapping	7/18
7. Emerald Ash Borer Program: Implementation	Ongoing

► Major Projects 2017 – 2018	TIME
1. Linnan Park Updates	9/17
2. Wildwood Pickle Ball Courts	9/17
3. NW 86 th Streetscape Project – Phase 4	10/17
4. Park Maintenance Vehicles Replacement	11/17
5. Ox Bow Reconstruction Project	12/17
6. Aquatic Center/Special Events Building LED Replacement	12/17
7. Special Events Building: Updates	12/17
8. Douglas Parkway Extension: ROW Acquisition	12/17
9. 2017/2018 Sanitary Sewer Lining Project	2/18
10. Boston Parkway Culvert Outlet Repair	3/18
11. Campbell Park Bleacher Replacements	3/18
12. Little Walnut Creek Trunk Sewer Extension	4/18

► Major Projects 2017 – 2018 <i>(Continued)</i>	TIME
13. Douglas Avenue Water Main Extension	4/18
14. Stream Stabilization Restoration Project – Swanson Depot	4/18
15. Hickman Road Adaptive Traffic Signal System	4/18
16. Walnut Creek Sanitary Sewer Crossing (between NW 75 th and NW 78 th)	5/18
17. 2018 Pavement Rehabilitation Project	10/18
18. Little Walnut Sewer Protection Project	2/19
19. North Neighborhood III Little Walnut Creek Crossing (s): Preliminary Design, Permits	2019
20. Meredith Drive Reconstruction and SW Management	2019
21. NW 104 th Street Roadway Extension and intersection Project	2019
22. Water Main Replacement Program – Short Term/Long Term	2019

GOAL 3	DISTINCTIVE CLIVE GREENBELT
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ACTION: GREENBELT MASTER PLAN IMPLEMENTATION: PHASE 1		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Funding • Design • Land Acquisition 	<ul style="list-style-type: none"> A. Porter Shelter <ul style="list-style-type: none"> 1. Complete conceptual design and cost estimates 2. Update CIP 3. Decision: CIP '19 Funding 4. Develop funding strategy 5. Presentation: Funding Strategy 6. Begin detailed design 7. Land Acquisition B. Campbell <ul style="list-style-type: none"> 1. Refine concept plan/design 2. Update CIP 3. Decision: CIP '19 	<ul style="list-style-type: none"> 11/17 11/17 12/17 2/18 5/18 6/18 TBD 11/17 11/17 12/17
Responsibility: Leisure Services		

ACTION: WALNUT CREEK WATERSHED PLAN: IMPLEMENTATION		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Ordinances 	<ul style="list-style-type: none"> A. Stream Buffer Ordinance <ul style="list-style-type: none"> 1. Draft ordinance 2. Decision: Ordinance Adoption B. Flood Plain Development Ordinance <ul style="list-style-type: none"> 1. Draft ordinance 2. Decision: Ordinance Adoption 	<ul style="list-style-type: none"> 5/18 7/18 8/18 10/18
Responsibility: Community Development		

ACTION: WALNUT CREEK BANK STABILIZATION		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Proactive • Private Property Owners • Scope of City Responsibility • Equipment 28e Agreement 	<ul style="list-style-type: none"> A. Internal Capacity Review <ul style="list-style-type: none"> 1. Identify current resources and work program 2. Prepare report 3. Presentation: Report B. Stream Bank Prioritization <ul style="list-style-type: none"> 1. Review Stream Bank Data 2. Identify public/private, property ownership 3. Develop recommendations 4. Presentation: Report 	<ul style="list-style-type: none"> 3/18 4/18 5/18 3/18 4/18 6/18 8/18
Responsibility: Public Works		

ACTION: INVASIVE PLANTS AND VEGETATION CONTROL		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Definition • Goals • Problem Areas 	<ul style="list-style-type: none"> 1. Define goals, scope and costs 2. Prepare CIP Proposal 3. Decision: CIP '19 Funding 4. Release RFP 5. Decision: Award Contract 	<ul style="list-style-type: none"> 10/17 11/17 12/17 6/18 7/18
Responsibility: Leisure Service/Community Development		

ACTION: INDIAN HILLS STORMWATER AND EROSION PROJECT		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Time Schedule 	<ul style="list-style-type: none"> 1. Complete Study – Clive 2. Meet with West Des Moines 3. Presentation: Sub Watershed Assessment 4. Identify projects, policy adjustments 	<ul style="list-style-type: none"> 10/17 2/18 2/18 4/18
Responsibility: Public Works		

► **Management in Progress 2017 – 2018**

1. Water Trail Plan (Regional) and Clive Projects
2. Interpretative/Information Signs Program – Water Quality/Historical Flood

TIME
12/17
3/18

GOAL 4	GREAT PLACE TO LIVE: THE PREMIER LOCATION FOR FAMILIES
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ACTION: 86th CORRIDOR REDEVELOPMENT	PRIORITY																											
	<i>Policy – Top</i>																											
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 30%;"><u>Key Issues</u></th> <th style="text-align: left; width: 50%;"><u>Activities/Milestones</u></th> <th style="text-align: left; width: 20%;"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td></td> <td>A. Land Acquisition</td> <td></td> </tr> <tr> <td></td> <td>1. Negotiate with property owners</td> <td>12/17</td> </tr> <tr> <td></td> <td>2. Complete purchase</td> <td>1/18</td> </tr> <tr> <td></td> <td>3. Decision: Land Acquisition</td> <td>1/18</td> </tr> <tr> <td></td> <td>4. Close on land acquisition</td> <td>3/18</td> </tr> <tr> <td></td> <td>B. Demolition: Existing</td> <td></td> </tr> <tr> <td></td> <td>1. Decision: Demolition Contract</td> <td>9/17</td> </tr> <tr> <td></td> <td>2. Complete Demolition (Current)</td> <td>6/18</td> </tr> </tbody> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>		A. Land Acquisition			1. Negotiate with property owners	12/17		2. Complete purchase	1/18		3. Decision: Land Acquisition	1/18		4. Close on land acquisition	3/18		B. Demolition: Existing			1. Decision: Demolition Contract	9/17		2. Complete Demolition (Current)	6/18	
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>																										
	A. Land Acquisition																											
	1. Negotiate with property owners	12/17																										
	2. Complete purchase	1/18																										
	3. Decision: Land Acquisition	1/18																										
	4. Close on land acquisition	3/18																										
	B. Demolition: Existing																											
	1. Decision: Demolition Contract	9/17																										
	2. Complete Demolition (Current)	6/18																										
Responsibility: City Manager’s Office																												

ACTION: 114th CORRIDOR DEVELOPMENT	PRIORITY												
	<i>Policy – Top</i>												
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 30%;"><u>Key Issues</u></th> <th style="text-align: left; width: 50%;"><u>Activities/Milestones</u></th> <th style="text-align: left; width: 20%;"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td></td> <td>1. Issue invitation for Development Group</td> <td>9/17</td> </tr> <tr> <td></td> <td>2. Hold Developers Roundtable</td> <td>10/17</td> </tr> <tr> <td></td> <td>3. Decision: Direction/Next Steps</td> <td>11/17</td> </tr> </tbody> </table>	<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>		1. Issue invitation for Development Group	9/17		2. Hold Developers Roundtable	10/17		3. Decision: Direction/Next Steps	11/17	
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>											
	1. Issue invitation for Development Group	9/17											
	2. Hold Developers Roundtable	10/17											
	3. Decision: Direction/Next Steps	11/17											
Responsibility: Community Development													

ACTION: GREENBELT PARK AREA REDEVELOPMENT

PRIORITY
<i>Policy – Top</i>

Key Issues

Activities/Milestones

Time

- | | |
|--|-------|
| 1. Negotiate acquisition with property owners | 9/17 |
| 2. Finalize conceptual plan – roadway and utility infrastructure | 10/17 |
| 3. Develop fiscal model for redevelopment project | 10/17 |
| 4. Presentation/Direction; Redevelopment model | 11/17 |
| 5. Finalize TIF District Document | 11/17 |
| 6. Decision: CIP '19 Project Funding | 12/17 |
| 7. Finalize Purchase agreement | 2/18 |
| 8. Decision: Purchase Agreement | 2/18 |
| 9. Decision: New TIF District | 2/18 |
| 10. Initiate Design: Infrastructure | 3/18 |
| 11. Initiate bond funding | 7/18 |

Responsibility: City Manager’s Office

ACTION: PARK DEVELOPMENT: ANGEL PARK

PRIORITY
<i>Policy – High</i>

Key Issues

Activities/Milestones

Time

- | | |
|---|-------|
| 1. Define Scope | 4/18 |
| 2. Prepare report | 5/18 |
| 3. Decision; Contract for Conceptual Design | 6/18 |
| 4. Determine final plan and costs | 10/18 |
| 5. Prepare CIP Update | 11/18 |
| 6. Decision: CIP Funding – Construction | 12/18 |

Responsibility: Leisure Services

ACTION: RENTAL HOME REGULATIONS AND INSPECTION PROGRAM: EVALUATION REPORT		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • City Role • Regulations – Interior • Regulations – Exterior • Enforcement/ Compliance 	<ol style="list-style-type: none"> 1. Complete evaluation/best practices 2. Prepare evaluation report 3. Presentation/Direction: Policy 4. Prepare program revisions 5. Decision: Program Adjustments 6. Implement Program Revisions 	<p>1/18</p> <p>1/18</p> <p>1/18</p> <p>7/18</p> <p>7/18</p> <p>1/19</p>
Responsibility: Community Development		

ACTION: SCHOOL STRATEGY AND CITY ACTIONS		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
<ul style="list-style-type: none"> • Joint Use of School Facilities • Key Issues • Opportunities 	<ol style="list-style-type: none"> 1. Identify key issues/opportunities 2. Presentation: Report/Direction 3. Meet with Waukee/WDM City Managers 4. Mayor-Council Member Outreach to other Councilmembers/School Board Members 	<p>2/18</p> <p>2/18</p> <p>4/18</p> <p>4/18</p>
Responsibility: City Manager’s Office/Leisure Service		

ACTION: CITY HOUSING STRATEGY: DATA FRAMEWORK		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	<ol style="list-style-type: none"> 1. Finalize Housing Attainability Report 2. Presentation: Report 3. Finalize Housing Conditions Report 4. Presentation: Report 5. Finalize Property Value Report 6. Presentation: Report 	<p>9/17</p> <p>10/17</p> <p>3/18</p> <p>4/18</p> <p>6/18</p> <p>7/18</p>
Responsibility: Community Development		

ACTION: ZONING/SUBDIVISION ORDINANCE: REVISION		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	A. Sign Ordinance	
	1. Complete review/research	8/17
	2. Presentation: Policy Direction	10/17
	3. Decision: Ordinance Amendment	12/17
	B. 86 th Overlay	
	1. Complete review/research	11/17
	2. Presentation: Policy Direction	1/18
	3. Decision: Ordinance Amendment	3/18
	C. General Regulations	
	1. Complete review/research	2/18
	2. Presentation: Policy Direction	4/18
	3. Decision: Ordinance Amendment	6/18
	D. Parking and Landscaping	
	1. Complete review/research	8/18
	2. Presentation: Policy Direction	10/18
	3. Decision: Ordinance	12/18
Responsibility: Community Development		

ACTION: CLIVE-WAUKEE BOUNDARY: PHASE 3		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Send out notices to Waukee Property Owners	12/17
	2. Receive volunteer annexation petitions	1/18
Responsibility: Community Development		

ACTION: PUBLIC ART MASTER PLAN		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Decision: Award Contract for Plan Development	9/17
	2. Complete Plan Update	3/18
	3. Presentation: Plan	4/18
	4. Decision: Plan Adoption	5/18
Responsibility: Leisure Services		

ACTION: COMMUNITY HEALTH AND WELLNESS INITIATIVE		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Decision: Resolution of Support	8/17
	2. Staff Engagement and Collaboration	Ongoing
Responsibility: City Manager’s Office		

ACTION: TOBACCO FREE PARK POLICY		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
	1. Conduct survey	8/17
	2. Prepare report	10/17
	3. Park Board: Report	11/17
	4. Decision: Policy Adoption	12/17
Responsibility: Leisure Services		

ACTION: MESSAGE ESTABLISHMENT CONTROL		PRIORITY
ORDINANCE: ADOPTION		
<i>Key Issues</i>	<i>Activities/Milestones</i>	<i>Time</i>
	1. Prepare draft ordinance	10/17
	2. Public input: owners	11/17
	3. Finalize ordinance	12/17
	4. Decision: Ordinance Adoption	1/18
Responsibility: Police		

► Management in Progress 2017 – 2018	TIME
1. School Resource Officer: Implementation	9/17
2. Walnut Creek Watershed Festival	10/17
3. LEAP Software for Library Circulation	11/17
4. Development Review Process (intake/review) Reorganization	1/18
5. Walnut Creek Watershed Coalition Invasive Species Removal Project	3/18
6. Crime Free Multi Family Housing Program: Update	4/18
7. Trail and Bridge Obstruction: Enhanced Enforcement	6/18
8. Economic Development Action Plan Implementation	7/18
9. Existing Business Visit Program	7/18
10. Home Show 2018	7/18
11. Citywide Comprehensive Plan Metrics/Benchmarking Project	7/18

City of Clive
Policy Calendar 2017 – 2018

MONTH

August 2017

1. Decision: Resolution – “Community Health and Wellness”
2. Decision: Financial Model/Planning Software

MONTH

September 2017

1. Submit Names: Dallas County LOSST
2. Report Dallas County LOSST
3. Presentation: Public Safety Facilities Plan – Update
4. Decision: Traffic Pre-Emption (Non University)

MONTH

October 2017

1. Decision: 28e Agreement Fire with West Des Moines
2. Interviews: City Manager Candidates
3. Presentation: Housing Attainability Report

MONTH

November 2017

1. Decision: City Manager
2. Decision: Contract for Citizen Satisfaction Survey
3. Presentation: Employee Wellness
4. Presentation: Pavement Management
5. Presentation: Greenbelt Park Area Redevelopment

MONTH

December 2017

1. Decision: Fire 28e Agreement – Urbandale
2. Submit Names: Polk County LOSST
3. Decision: CIP '19 Adoption
4. Decision: Sign Ordinance
5. Decision: Tobacco Free Parks Policy
6. Decision: 114th Corridor Development

CIP '19 Decision

1. Public Safety Facilities
2. Hickman Corridor – 128th Intersection Grant Application
3. Pavement Management
4. Porter Shelter
5. Campbell Bridge
6. Invasive Plants and Vegetation Control
7. Greenbelt Park Area Redevelopment Model
8. City Monument Signs
9. Angel Park: Design

MONTH

January 2018

1. Decision: Polk County LOSST Ballot Measure
2. Presentation: City Led Community Volunteer Program
3. Decision: Financial Policies – Existing
4. Presentation: Parks and Recreation – Existing
5. Decision: Fire Station #32 Land Acquisition Agreement
6. Decision: Award Contract for Sanitary Sewer System Study
7. Decision: 86th Land Acquisition
8. Presentation: Rental Housing Program
9. Decision: Establishment Control Ordinance

MONTH

February 2018

1. Presentation: Long Range Financial Model and Plan – Phase 1
2. Decision: Award Contract for Trail Maintenance and Replacement (114th to Porter Shelter)
3. Decision: F-O-G Ordinance
4. Presentation: Indian Hills Stormwater Erosion Project
5. Presentation: School Strategy
6. Decision: Greenbelt Park Area TIF/Purchase Agreement

MONTH

March 2018

1. Decision: Budget FY '19 Adoption
2. Decision: Backfill Strategy
3. Decision: Award Contract for Traffic Capacity Analysis
4. Decision: 86th Zoning Overlay

Budget FY '19 Decision

1. Urbandale Fire Station
2. Registration and Facility Management Software
3. City Led Community Volunteer Program
4. Employee Wellness
5. Parks and Recreation Staff
6. Citywide Landscape Maintenance
7. Security Cameras at Aquatic Center
8. Citywide Land Survey Benchmarks

MONTH

April 2018

1. Presentation: Cyber Security Plan
2. Decision: Regional Water Governance Model
3. Decision: Fire Station #32 Award Contract for Detailed Design
4. Presentation: Community Rating System
5. Decision: University Traffic Pre-Emption – 28e Agreement with West Des Moines
6. Presentation: Housing Conditions Report
7. Presentation: Public Art Master Plan – Update

MONTH

May 2018

1. Presentation: Citizen Satisfaction Survey Report
2. Presentation: Northern Neighborhood Phase III Water Quality
3. Presentation: Porter Shelter Funding
4. Presentation: Walnut Creek Bank Stabilization Internal Capacity
5. Decision: Public Art Master Plan Update Adoption

MONTH

June 2018

1. Presentation: FEMA Report
2. Decision: FEMA Maps/Flood Plain Ordinance
3. Presentation: Meredith Road Report
4. Decision: Award Contract for Angel Park Conceptual Design
5. Decision: Zoning General Regulations

MONTH

July 2018

1. Presentation: Hickman/US 6 Interchange
2. Decision: Award Contract for City Landscape Maintenance
3. Presentation: Pavement Management Report/Funding Options
4. Decision: Award Contract for Citywide Land Survey Benchmarks
5. Decision: Stream Buffer Ordinance
6. Decision: Award Contract for Vegetation Control
7. Decision: Rental Housing Adjustments
8. Presentation: Property Value Report

MONTH

August 2018

1. Presentation: MS4 Permit Report
2. Presentation: Watershed Water Quality
3. Presentation: Stream Bank Prioritization