



## ANKENY CITY COUNCIL

**Regular Meeting**  
**Monday, April 21, 2025**  
**5:30 PM**

**Ankeny Kirkendall Public Library - City Council Chambers**  
**1250 SW District Drive, Ankeny, Iowa**

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

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All City Council meetings are open to the public. Assistive Listening Devices (ALD) are available for persons with impaired hearing. To request information in an alternative format or request an accommodation to participate in a City Council meeting, contact the Office of the City Clerk at 965-6405. Anyone seeking assistance in communicating with the City should contact Relay Iowa at 1-800-735-2942 (TDY), or 1-800-735-2943 (Voice).

### ELECTRONIC MEETING INFORMATION

<https://zoom.us/j/97312992966?pwd=OEFocWZGS0NYUmtNVHNxcWZFak9PdZ09>

Meeting ID: 973 1299 2966  
Passcode: 1234

Dial in: +1 312 626 6799; Meeting ID: 973 1299 2966; Passcode: 1234

### **PROCEDURAL ACTIONS:**

Call to Order: Bobbi Bentz, Mayor  
Roll Call: Michelle Yuska, City Clerk  
Pledge of Allegiance: Bobbi Bentz, Mayor

#### **A. PUBLIC FORUM:**

#### **B. APPROVAL OF AGENDA:**

1. Approval of the April 21, 2025 Agenda

**Consider motion to approve and accept the April 21, 2025 agenda, with or without amendment.**

#### **C. PUBLIC HEARING(S):**

1. PH 2025-35 Proposed 2025 PCC Street Patching Program



**Consider motion to close Public Hearing 2025-35.**

**Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract, and estimate of cost \$684,880.00; 2) receive and file report of bids received April 15, 2025; 3) RESOLUTION making award of construction contract with Iowa Contracting, Inc. in the amount of \$585,142.10; and 4) RESOLUTION approving contract and bonds with Iowa Contracting, Inc. in the amount of \$585,142.10.**

2. PH 2025-36 Proposed 2025 Sanitary Manhole Rehabilitation Project

**Consider motion to close Public Hearing 2025-36.**

**Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract, estimate of cost \$327,235.00; 2) receive and file report of bids received April 15, 2025; 3) RESOLUTION making award of the construction contract with Visu-Sewer, LLC in the amount of \$146,340.00; and 4) RESOLUTION approving contract and bonds with Visu-Sewer, LLC in the amount of \$146,340.00.**

3. PH 2025-37 Proposed 2025 Sanitary Manhole Grouting Project

**Consider motion to close Public Hearing 2025-37.**

**Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract, estimate of cost \$81,200.00; 2) receive and file report of bids received April 15, 2025; 3) RESOLUTION making award of the construction contract with Visu-Sewer, LLC in the amount of \$33,800.00; and 4) RESOLUTION approving contract and bonds with Visu-Sewer, LLC, in the amount of \$33,800.00.**

4. PH 2025-38 Proposed vacation of an Ingress/Egress Easement located on Outlot X, Greystones at Prairie Trail Plat 1

**Consider motion to close Public Hearing 2025-38.**

**Consider motion to accept first consideration of ORDINANCE 2205.**

5. PH 2025-39 An Ordinance amending the code of ordinances of the City of Ankeny, Iowa, by amending Chapter 115 – provisions pertaining to MidAmerican's Non-Exclusive Natural Gas Franchise.

**Consider motion to close Public Hearing 2025-39.**

**Consider motion to accept first consideration of ORDINANCE 2206.**

6. PH 2025-40 An Ordinance amending the code of ordinances of the City of Ankeny, Iowa, by amending Chapter 117 – provisions pertaining to MidAmerican's Non-Exclusive Electric Franchise.

**Consider motion to close Public Hearing 2025-40.**

**Consider motion to accept first consideration of ORDINANCE 2207.**

7. PH 2025-41 Proposed Amendment of Current Budget for Fiscal Year Ending June 30, 2025

**Consider motion to close Public Hearing 2025-41.**

**Consider motion to adopt RESOLUTION amending the current budget for fiscal year**

ending June 30, 2025.

8. PH 2025-42 Proposed Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2025 - June 30, 2026

**Consider motion to close Public Hearing 2025-42.**

**Consider motion to adopt RESOLUTION adopting the proposed budget for fiscal year July 1, 2025 - June 30, 2026.**

**D. REPORTS OF ADVISORY BOARDS AND COMMISSION:**

**E. APPROVAL OF CONSENT AGENDA:**

• **MINUTES**

- CA - 1.** Approval of official council actions of the regular meeting of April 7, 2025 as published, subject to correction, as recommended by the City Clerk.
- CA - 2.** Approval of official council actions of the special meeting of April 7, 2025 as published, subject to correction, as recommended by the City Clerk.
- CA - 3.** Receive and file minutes of the Plan and Zoning Commission meeting of March 18, 2025.

• **LICENSES AND PERMITS**

- CA - 4.** Consider motion to approve the issuance of liquor licenses and beer/wine permits.

• **FINANCE/BUDGET**

- CA - 5.** Consider motion to receive and file Financial Reports for March 2025.
- CA - 6.** Consider motion to receive and file Building Permit Report for March 2025.
- CA - 7.** Consider motion to receive and file the Utility Billing Report for March 2025.
- CA - 8.** Consider motion to approve Change Order #1 increasing the contract amount by \$3,930.00 to Alpha Landscapes, for construction services on the N Ankeny Blvd and 18th Street Intersection Improvements project.
- CA - 9.** Consider motion to approve Amendment No. 1 to the Professional Services Agreement increasing the contract amount by \$244,453.89 with Olsson, Inc. for construction services on the Fiber Optic Network Upgrade.
- CA - 10.** Consider motion to approve Payment #14 in the amount of \$471,770.87 to Absolute Concrete Construction, Inc. for construction services on the Oralabor Gateway Trail - SW State Street Underpass and SW Oralabor Road and SW State Street Intersection Improvements project.
- CA - 11.** Consider motion to approve Payment #1 in the amount of \$6,106.32 to AECOM Technical Services, Inc., for engineering services on the I-35 & NE 36th Street Interchange Improvements project.
- CA - 12.** Consider motion to approve Payment #6 in the amount of \$50,082.00 to Brothers Cleaning Corporation, DBA Brothers Concrete, for construction services on the Rally Complex Park Development project.

- CA - 13.** Consider motion to approve Payment #1 in the amount of \$6,234.00 to Civil Design Advantage, LLC, for engineering services on the Westlawn Place Area Utility Improvements -Phase 1 project.
- CA - 14.** Consider motion to approve Payment #13 in the amount of \$14,553.00 to Civil Design Advantage, LLC, for engineering services on the Westlawn Place Area Utility Improvements - Conceptual Design project.
- CA - 15.** Consider motion to approve Payment #10 in the amount of \$26,635.00 to Foth Infrastructure and Environment, LLC for engineering services on the West First Street Widening and Improvements - Phase 2 project.
- CA - 16.** Consider motion to approve Payment #28 in the amount of \$17,178.94 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.
- CA - 17.** Consider motion to approve Payment #12 in the amount of \$280,764.90 to HPC, LLC for construction services work associated with the Ankeny Fire Station No. 4 project.
- CA - 18.** Consider motion to approve Payment #8 in the amount of \$64,892.22 to HR Green, Inc., for engineering services on the NW Irvinedale Drive & NW 18th Street Intersection Improvements project.
- CA - 19.** Consider motion to approve Payment #5 in the amount of \$122,314.49 to Mainline Construction for construction services on the High Trestle Trail Experience Park - Phase 1 project.
- CA - 20.** Consider motion to approve Payment #24 in the amount of \$1,077.10 to SVPA Architects Inc. for design and construction administration services associated with the Ankeny Fire Station No. 4 project.
- CA - 21.** Consider motion to approve Payment #1 in the amount of \$14,730.00 to Veenstra & Kimm, Inc. for engineering services on the Water Tower - Design Services project.
- CA - 22.** Consider motion to approve the April 21, 2025 Accounts Payable.
- CA - 23.** Consider motion to approve **RESOLUTION** authorizing the purchase of a 2027 ambulance for the Fire Department.

• **PERSONNEL ITEMS**

- CA - 24.** Consider motion to approve the revised classification position descriptions recommended in the FY 2026 budget for the following positions: Police Records Clerk - PT; Police Evidence and Forensic Supervisor; Police Criminal Intelligence Analyst; Fire Battalion Chief.
- CA - 25.** Consider motion to adopt **RESOLUTION** amending the City of Ankeny Employee Handbook.
- CA - 26.** Consider motion to approve the agreement for city manager recruitment services with Government Professional Solutions.
- CA - 27.** Consider motion to adopt **RESOLUTION** authorizing personnel changes approved in the Fiscal Year 2025 Budget Amendment and Fiscal Year 2026 Budget.

- **COMMUNITY DEVELOPMENT ITEMS**

- CA - 28.** Consider motion to adopt **RESOLUTION** accepting a Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 20 Ankeny Industrial Park; and associated with the site improvements of the Dohrn Transfer at 2129 SE Hulsizer Road.
- CA - 29.** Consider motion to adopt **RESOLUTION** accepting a Public Utility Easement, located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning; and associated with the site improvements of the Des Moines Meeting Rooms Chapel at 5180 NE Delaware Avenue.
- CA - 30.** Consider motion to adopt **RESOLUTION** accepting a Public Gas Easement, located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning; and associated with the site improvements of the Des Moines Meeting Rooms Chapel at 5180 NE Delaware Avenue.
- CA - 31.** Consider motion to adopt **RESOLUTION** providing for the notice and hearing of the City Council of the City of Ankeny regarding the 80/20 Voluntary Urbanized annexation of property owned by Susan L. Albaugh Revocable Trust, Albaugh, Susan L, DRA Properties, LC, James M. Khank & Jodi K. Khank, Dennis R. Schmidt, John & Karen Jensen Trust, Jensen John G., Jensen John W., Threshold Otter Creek, LLC, Jason R Smith Revocable Trust, Smith, Melissa M., Smith, Jason R. (date of hrg: 5/19/25 @ 5:30 p.m.)
- CA - 32.** Consider motion to adopt **RESOLUTION** providing for the notice and hearing of the City Council of the City of Ankeny regarding the 100% Voluntary Urbanized annexation of property owned by Berwick Holdings, LLC. (date of hrg: 5/19/25 @ 5:30 p.m.)

- **ENGINEERING ITEMS**

- CA - 33.** Consider motion to adopt **RESOLUTION** accepting a proposal from Land Management Resources in the amount of \$52,515.00 for the construction of the 2025 -2026 Native Vegetation Maintenance project.

- **ADMINISTRATIVE ITEMS**

- CA - 34.** Consider motion to approve the waste and recycling services contracts for municipal facilities and city-wide events with Ankeny Sanitation, Inc.
- CA - 35.** Consider motion to adopt **RESOLUTION** adopting a schedule of administrative fees and charges for certain nuisance activities as authorized by the City of Ankeny, Iowa Municipal Code.
- CA - 36.** Consider motion to adopt **RESOLUTION** amending and adopting a schedule of fees and charges for certain city clerk services of the City of Ankeny, Iowa.
- CA - 37.** Consider motion to adopt **RESOLUTION** amending a public records request policy for the City of Ankeny, Iowa.

- CA - 38.** Consider motion to adopt **RESOLUTION** adopting a schedule of fees and charges for certain permit activities as authorized by the City of Ankeny, Iowa Municipal Code.
- CA - 39.** Consider motion to adopt **RESOLUTION** amending the schedule of charges and fees for certain fire department permit activities as authorized by the City of Ankeny, Iowa Municipal Code.
- CA - 40.** Consider motion to adopt **RESOLUTION** amending the schedule of charges and fees for certain fire and emergency medical services as authorized by the City of Ankeny, Iowa Municipal Code.
- CA - 41.** Consider motion to adopt **RESOLUTION** approving amendment to fiscal year 2025 fund transfers.
- CA - 42.** Consider motion to adopt **RESOLUTION** approving fiscal year 2026 fund transfers.
- CA - 43.** Consider motion to adopt **RESOLUTION** establishing the hotel/motel tax distribution for fiscal year 2026.
- CA - 44.** Consider motion to adopt **RESOLUTION** establishing charges for curbside recycling services for the City of Ankeny, Iowa, effective July 1, 2025.
- CA - 45.** Consider motion to adopt **RESOLUTION** adopting a schedule of fees and charges for certain police department services of the City of Ankeny, Iowa.
- CA - 46.** Consider motion to adopt **RESOLUTION** adopting a schedule of permit fees for construction site erosion and sediment control as authorized by the City of Ankeny, Iowa, Municipal Code.
- CA - 47.** Consider motion to adopt **RESOLUTION** authorizing the execution of an agreement, made pursuant to Iowa Code-Chapter 28E, between the City of Ankeny, Iowa and Bravo Greater Des Moines Inc. for the benefit of the cultural community.
- CA - 48.** Consider motion to adopt **RESOLUTION** authorizing the execution of an agreement, made pursuant to Iowa Code-Chapter 28E, between the City of Ankeny, Iowa and Greater Des Moines Convention & Visitors Bureau for the promotion of tourism and convention activities in the greater Des Moines area.

- **APPROVAL OF CONSENT AGENDA ITEMS**

- 1. Consent Agenda Items CA-1 through CA-48

**Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-48.**

**F. SUPPLEMENTAL AND REMOVED CONSENT AGENDA ITEMS:**

**G. RECESS - BOBBI BENTZ, MAYOR**

**H. LEGISLATIVE BUSINESS:**

- **APPROVAL OF ORDINANCES:**

- 49.** Ord 2198      An Ordinance vacating a portion of a Public Utility Easement located on Lot 1, Savannah at Ankeny.

**Consider motion to accept third consideration of ORDINANCE 2198, sending it on its final passage and publication as required by law.**

**Consider motion to adopt RESOLUTION authorizing the sale of property vacated by the City of Ankeny, Iowa, to SCS Ankeny, LLC.**

50. Ord 2199        An Ordinance vacating a portion of a Public Ingress/Egress, Water Main, and Sanitary Sewer Easement located on Lot 1, Savannah at Ankeny.

**Consider motion to accept third consideration of ORDINANCE 2199, sending it on its final passage and publication as required by law.**

**Consider motion to adopt RESOLUTION authorizing the sale of property vacated by the City of Ankeny, Iowa, to SCS Ankeny, LLC.**

51. Ord 2201        An Ordinance amending the Zoning Regulations, Chapter 192, of the Municipal Code of the City of Ankeny, Iowa, by Jerry's Homes Inc, from the current R-3, multiple family residence district, restricted to 10 units per acre, to PUD, planned unit development.

**Consider motion to accept second consideration of ORDINANCE 2201.**

52. Ord 2202        An Ordinance vacating a Public Utility Easement located on Lots 4 and 5, Kimberley Crossing Plat 2.

**Consider motion to accept second consideration of ORDINANCE 2202.**

53. Ord 2203        An Ordinance vacating a Public Gas Easement located on Lots 4 and 5, Kimberley Crossing Plat 2.

**Consider motion to accept second consideration of ORDINANCE 2203.**

54. Ord 2204        An Ordinance vacating a Public Drainage Easement located on Lots 4 and 5, Kimberley Crossing Plat 2.

**Consider motion to accept second consideration of ORDINANCE 2204.**

55. Ord 2208        An Ordinance amending Chapter 55 of the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to At Large Definitions.

**Consider motion to accept first consideration of ORDINANCE 2208.**

56. Ord 2209        An Ordinance amending the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to stormwater management fees.

**Consider motion to accept first consideration of ORDINANCE 2209.**

57. Ord 2210        An Ordinance amending the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to sewer service charges.

**Consider motion to accept first consideration of ORDINANCE 2210.**

58. Ord 2211        An Ordinance amending Chapter 50 of the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to Nuisance Abatement Procedure.

**Consider motion to accept first consideration of ORDINANCE 2211.**

59. Ord 2212 An Ordinance amending Chapter 152 of the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to Sidewalk Regulations.

**Consider motion to accept first consideration of ORDINANCE 2212.**

60. Ord 2213 An Ordinance amending Chapter 167 of the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to Noxious Weeds.

**Consider motion to accept first consideration of ORDINANCE 2213.**

**I. OLD BUSINESS:**

**J. NEW BUSINESS:**

1. Request for Council Initiated Rezoning from R-1, One-Family Residence District to M-1, Light Industrial District.

Hope K. Farms, LLC

**Consider a motion to receive and file correspondence dated April 4, 2025, regarding a rezoning request for 124.74 acres (+/-) located north of 126th Avenue and west of Interstate-35.**

**Consider a motion to initiate a rezoning request for 124.74 acres (+/-) located north of 126th Avenue and west of Interstate-35 and refer to the Plan and Zoning Commission for review and recommendation.**

**K. ADMINISTRATIVE BUSINESS:**

• **REPORT OF THE CITY STAFF:**

City Manager

• **REPORT OF THE GOVERNING BODY:**

Mayor

City Council Members:  
Council Member Graber  
Council Member Perry  
Council Member Ruddy  
Council Member Shafer  
Council Member Stearns

• **FUTURE COUNCIL AGENDA ITEMS:**

- Public Hearing - 2025 Asphalt Street Resurfacing Program - 5/5/25 @ 5:30 p.m.
- Public Hearing - NE 36th St Water Connection District 2 - 5/5/25 @ 5:30 p.m.
- Public Hearing - NE Ankeny DRA Annexation - 5/19/25 @ 5:30 p.m.
- Public Hearing - Berwick Holdings Annexation - 5/19/25 @ 5:30 p.m.

**L. ADJOURNMENT**



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Approval of the April 21, 2025 Agenda

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

Consider motion to approve and accept the April 21, 2025 agenda, with or without amendment.

ATTACHMENTS

None





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-35      Proposed 2025 PCC Street Patching Program

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Resolution

Public Hearing

LEGAL

Item reviewed by legal counsel

EXECUTIVE SUMMARY

The 2025 PCC Street Patching Program project includes the full depth removal and replacement of PCC street pavement at six (6) separate locations, generally located on:

- Site 1 – NW Prairie Ridge Dr between NW State St and NW Ash Dr,
- Site 2 – Fire Station #1,
- Site 3 - E First St between N Ankeny Blvd and NE Delaware Ave,
- Site 4 – SW Ordinance Rd between SW State St and SW Westview Dr,
- Site 5 – SE Magazine Rd between S Ankeny Blvd and SE Delaware Ave,
- Site 6 – SW Glenbrooke Blvd between SW Fox Run Dr and SW Sunnybrooke Dr, and  
SW Meadow Ridge Dr between SW Fox Run Dr and SW Sunnybrooke Dr

The construction improvements include approximately 1,000 SY of 9" thick PCC Class C-SUD full depth patches, 2,300 SY of 8" thick PCC Class C-SUD full depth patches, and 700 SY of 7" thick PCC Class C-SUD street pavement. Other associated improvements include sidewalk and pedestrian ramp removal and replacement, installation of new intake structure, minor adjustments to storm sewer structures, partial rebuild of an existing intake, temporary traffic control, maintenance of postal service and solid waste collection, temporary surface restoration, mobilization, and miscellaneous associated work necessary to complete the project.

The bid opening for this project was held on Tuesday, April 15, 2025. Seven (7) bids were received as follows:

- |                                   |               |
|-----------------------------------|---------------|
| 1. Iowa Contracting, Inc.         | \$ 585,142.10 |
| 2. Howser Concrete Unlimited, LLC | \$ 595,945.00 |

|                                                        |               |
|--------------------------------------------------------|---------------|
| 3. TK Concrete, Inc.                                   | \$ 615,533.00 |
| 4. Brothers Cleaning Corporation dba Brothers Concrete | \$ 618,723.13 |
| 5. The Concrete Contracting Company, Inc.              | \$ 631,337.50 |
| 6. Caliber Concrete, LLC                               | \$ 661,684.80 |
| 7. Marlin Concrete, LLC                                | \$ 702,670.00 |

The Engineer's Estimate for the project was \$684,880.00. The bids ranged from approximately 2% above to 15% below the estimate. Iowa Contracting, Inc. has completed similar PCC patching projects in the metro including the Des Moines Airport. They have the technical experience and capacity to complete this project. The Public Works Department recommends awarding the 2025 PCC Street Patching Program project to Iowa Contracting, Inc. of Indianola, Iowa.

Pending project approval and award by the City Council, the contractor will be required to start the project any time after a written Notice to Proceed is issued, except that work on Site 1, Site 4, and Site 5 shall begin no earlier than May 27, 2025 and no later than June 9, 2025.

The Contractor shall substantially complete each of the six (6) separate sites within a specified number of working days for each Site as noted below:

- Site 1 – fifteen (15) Working Days,
- Site 2 – fifteen (15) Working Days,
- Site 3 – twenty-five (25) Working Days,
- Site 4 – five (5) Working Days,
- Site 5 – twenty-five (25) Working Days, and
- Site 6 – ten (10) Working Days

Substantial completion for each Site shall be defined as all utility, grading, and pavement construction completed, temporary surface restoration completed, permanent pavement markings completed, with the new street and sidewalk pavement fully open to traffic.

The Contractor shall fully complete the overall project no later than October 31, 2025. Full completion for the overall project shall be defined as all work including punch list items completed, and all improvements ready for final acceptance.

#### CITY MANAGER/STAFF RECOMMENDATIONS:

It is recommended that the Council take the following action:

1. Hold a hearing on the proposed Contract Documents (plans, specifications, and form of contract) and estimated cost (\$684,880.00).
2. Approve Resolution, adopting said plans, specifications, form of contract, and estimated cost for the 2025 PCC Street Patching Program project.
3. Receive and file the report of bids received on April 15, 2025.
4. Approve Resolution, making award of construction contract to Iowa Contracting, Inc. of Indianola, Iowa.
5. Approve Resolution, approving contract and bonds with Iowa Contracting, Inc. in the amount of \$585,142.10.

#### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

March 17, 2025: The City Council approved a Resolution ordering construction and setting the bid opening date as April 15, 2025, and setting the public hearing date as April 21, 2025.

#### FISCAL IMPACT

This project is included in the current Capital Improvement Program with construction scheduled for 2025.

## PUBLIC OUTREACH EFFORTS

Property owners and residents will continue to receive letters updating them throughout the construction phase.

## ACTION REQUESTED

**Consider motion to close Public Hearing 2025-35.**

**Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract, and estimate of cost \$684,880.00; 2) receive and file report of bids received April 15, 2025; 3) RESOLUTION making award of construction contract with Iowa Contracting, Inc. in the amount of \$585,142.10; and 4) RESOLUTION approving contract and bonds with Iowa Contracting, Inc. in the amount of \$585,142.10.**

## ATTACHMENTS

1. PH Coversheet
2. RES - plans, specs
3. Bid Sheet - 2025 PCC Street Patching Program
4. Bid Tabulation
5. RES - making award
6. RES - approving contract
7. Location Map
8. Contract - Iowa Contracting Inc



**PUBLIC HEARING 2025-35**

**5:30 P.M.**

**APRIL 21, 2025**

**PROPOSED 2025 PCC STREET PATCHING PROGRAM**

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**Mayor:**

This is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for construction of certain public improvements described in general as construction of the 2025 PCC Street Patching Program. Notice of this hearing was published in the Des Moines Register on the 4<sup>th</sup> day of April, 2025.

**Mayor:**

“HAS ANY WRITTEN CORRESPONDENCE BEEN RECEIVED FOR THIS HEARING?”

**City Clerk:**

None in the Clerk’s Office

**Mayor:**

“I would like to request, at this time, Mark Mueller, Public Works Director, provide a report to the Council on said project.”

**After Report:**

“Because this is a Public Hearing those wishing to be heard for or against the proposed project, please either approach the podium, or if you are attending electronically, raise your electronic hand, or press star 9 (\*9). When you are called upon, give your name and address for the record.”

**After any comments from the audience, Mayor states: “We need to take the following action”:**

- ☐ Consider **MOTION** to close Public Hearing 2025-35.
- ☐ Consider motion to adopt 1) **RESOLUTION** adopting plans, specifications, form of contract and estimate of cost \$684,880.00; 2) receive and file report of bids received April 15, 2025; 3) adopt **RESOLUTION** making award of construction contract with Iowa Contracting, Inc. in the amount of \$585,142.10; and 4) adopt **RESOLUTION** approving contract and bonds with Iowa Contracting, Inc. in the amount of \$585,142.140.

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2025 PCC STREET PATCHING PROGRAM", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

### **RESOLUTION**

#### **RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2025 PCC STREET PATCHING PROGRAM**

WHEREAS, on the 17<sup>th</sup> day of March, 2025, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the 2025 PCC Street Patching Program; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law.

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

Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 21st day of April, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk





BID LETTING

10:30 A.M.

APRIL 15, 2025

2025 PCC STREET PATCHING PROGRAM

The purpose of this meeting is to receive, open and tabulate bids for construction of the 2025 PCC Street Patching Program in accordance with the Plans and Specifications prepared by City of Ankeny Public Works.

Amy Quartell, City Engineer

Project Estimate of Cost \$ 684,880<sup>00</sup>

| Bid<br>Bond<br>(10%)                     | Bidder/Address                                                                        | Bid Amount               | Addenda (none)<br>Acknowledged |
|------------------------------------------|---------------------------------------------------------------------------------------|--------------------------|--------------------------------|
| 1) <input checked="" type="checkbox"/>   | Howser Concrete Unlimited<br>3230 99th St<br>Urbandale IA 50322                       | \$ 595,945 <sup>00</sup> |                                |
| 2) <input type="checkbox"/>              | Marlin Concrete<br>Taken under advisement 1700 Lynch Ave Unit #3<br>Okoboji, IA 51355 | \$ 702,670 <sup>00</sup> |                                |
| 3) <input checked="" type="checkbox"/>   | Caliber Concrete LLC<br>309 Audubon St<br>Adair IA 50002                              | \$ 661,684 <sup>80</sup> |                                |
| 4) <input checked="" type="checkbox"/>   | The Concrete Company<br>5128 NW Beaver Dr<br>Johnston IA 50131                        | \$ 631,318 <sup>50</sup> |                                |
| 5) <input checked="" type="checkbox"/>   | TK Concrete Inc<br>1608 Fitfield Rd<br>Rella IA 50219                                 | \$ 615,533 <sup>00</sup> |                                |
| * 6) <input checked="" type="checkbox"/> | Iowa Contracting Inc<br>13435 Summer Road<br>Indianola, IA 50125                      | \$ 585,142 <sup>10</sup> |                                |

\*Apparent Low Bidder



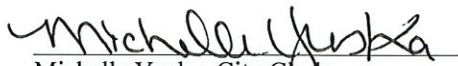
| Bid<br>Bond<br>(10%) | Bidder/Address                                                   | Bid Amount               | Addenda (none)<br>Acknowledged |
|----------------------|------------------------------------------------------------------|--------------------------|--------------------------------|
| 7) ✓                 | Brothers Cleaning Corp<br>4000 Colfax Ave<br>Des Moines IA 50317 | \$ 618,723 <sup>13</sup> |                                |
| 8) _____             | _____                                                            | _____                    | _____                          |
| 9) _____             | _____                                                            | _____                    | _____                          |
| 10) _____            | _____                                                            | _____                    | _____                          |
| 11) _____            | _____                                                            | _____                    | _____                          |
| 12) _____            | _____                                                            | _____                    | _____                          |
| 13) _____            | _____                                                            | _____                    | _____                          |

\*Apparent Low Bidder

Bids will be reviewed and further action taken by the City Council at their next regular meeting of April 21, 2025 at 5:30 P.M.

ATTEST:

  
Amy Quartell, City Engineer

  
Michelle Yuska, City Clerk

| Bid Tabulation<br>2025 PCC Street Patching Program<br><br>April 15, 2025 |            |                                                              |      |                     |              |               |                        |              |               |                                |              |               |                   |              |               |                                                     |              |               |
|--------------------------------------------------------------------------|------------|--------------------------------------------------------------|------|---------------------|--------------|---------------|------------------------|--------------|---------------|--------------------------------|--------------|---------------|-------------------|--------------|---------------|-----------------------------------------------------|--------------|---------------|
|                                                                          |            |                                                              |      | Engineer's Estimate |              |               | Iowa Contracting, Inc. |              |               | Howser Concrete Unlimited, LLC |              |               | TK Concrete, Inc. |              |               | Brothers Cleaning Corporation dba Brothers Concrete |              |               |
| Item No.                                                                 | SUDAS No.  | Item                                                         | Unit | Total               | Unit Price   | Total Price   | Total                  | Unit Price   | Total Price   | Total                          | Unit Price   | Total Price   | Total             | Unit Price   | Total Price   | Total                                               | Unit Price   | Total Price   |
|                                                                          |            | STRUCTURES FOR SANITARY AND STORM SEWERS                     |      |                     |              |               |                        |              |               |                                |              |               |                   |              |               |                                                     |              |               |
| 6.01                                                                     | 6010-B     | Intake, SW-501, 3'-0" x 2'-0", Cast-in-place                 | EA   | 1                   | \$ 5,000.00  | \$ 5,000.00   | 1                      | \$ 3,500.00  | \$ 3,500.00   | 1                              | \$ 5,000.00  | \$ 5,000.00   | 1                 | \$ 4,500.00  | \$ 4,500.00   | 1                                                   | \$ 4,800.00  | \$ 4,800.00   |
| 6.02                                                                     | 6010-E-1   | Manhole Adjustment, Storm, Minor, SELFLEVEL                  | EA   | 4                   | \$ 2,500.00  | \$ 10,000.00  | 4                      | \$ 2,750.00  | \$ 11,000.00  | 4                              | \$ 1,250.00  | \$ 5,000.00   | 4                 | \$ 3,250.00  | \$ 13,000.00  | 4                                                   | \$ 1,950.00  | \$ 7,800.00   |
| 6.03                                                                     | 6010-E-2   | Intake Adjustment, Minor, Single Grate                       | EA   | 6                   | \$ 2,000.00  | \$ 12,000.00  | 6                      | \$ 750.00    | \$ 4,500.00   | 6                              | \$ 1,250.00  | \$ 7,500.00   | 6                 | \$ 2,000.00  | \$ 12,000.00  | 6                                                   | \$ 1,850.00  | \$ 11,100.00  |
| 6.04                                                                     | 6010-E-2   | Intake Adjustment, Minor, Double Grate                       | EA   | 1                   | \$ 2,500.00  | \$ 2,500.00   | 1                      | \$ 850.00    | \$ 850.00     | 1                              | \$ 2,000.00  | \$ 2,000.00   | 1                 | \$ 2,750.00  | \$ 2,750.00   | 1                                                   | \$ 2,250.00  | \$ 2,250.00   |
| 6.05                                                                     | 6010-H-2   | Remove Intake                                                | EA   | 1                   | \$ 1,000.00  | \$ 1,000.00   | 1                      | \$ 2,500.00  | \$ 2,500.00   | 1                              | \$ 650.00    | \$ 650.00     | 1                 | \$ 500.00    | \$ 500.00     | 1                                                   | \$ 1,500.00  | \$ 1,500.00   |
|                                                                          |            | STREETS AND RELATED WORK                                     |      |                     |              |               |                        |              |               |                                |              |               |                   |              |               |                                                     |              |               |
| 7.01                                                                     | 7010-A     | Pavement, PCC, Class C-SUD, 7" Thick                         | SY   | 695                 | \$ 70.00     | \$ 48,650.00  | 695                    | \$ 63.00     | \$ 43,785.00  | 695                            | \$ 62.00     | \$ 43,090.00  | 695               | \$ 75.00     | \$ 52,125.00  | 695                                                 | \$ 85.32     | \$ 59,297.40  |
| 7.02                                                                     | 7010-E     | Curb and Gutter, PCC, Class C-SUD, 1.5' Wide, 8" Thick       | LF   | 45                  | \$ 50.00     | \$ 2,250.00   | 45                     | \$ 35.00     | \$ 1,575.00   | 45                             | \$ 40.00     | \$ 1,800.00   | 45                | \$ 50.00     | \$ 2,250.00   | 45                                                  | \$ 65.00     | \$ 2,925.00   |
| 7.03                                                                     | 7030-A-1   | Removal of Sidewalk                                          | SY   | 187                 | \$ 15.00     | \$ 2,805.00   | 187                    | \$ 8.00      | \$ 1,496.00   | 187                            | \$ 14.00     | \$ 2,618.00   | 187               | \$ 10.00     | \$ 1,870.00   | 187                                                 | \$ 15.00     | \$ 2,805.00   |
| 7.04                                                                     | 7030-E     | Sidewalk, PCC, Class C, 4" Thick                             | SY   | 14                  | \$ 65.00     | \$ 910.00     | 14                     | \$ 60.00     | \$ 840.00     | 14                             | \$ 42.00     | \$ 588.00     | 14                | \$ 100.00    | \$ 1,400.00   | 14                                                  | \$ 85.00     | \$ 1,190.00   |
| 7.05                                                                     | 7030-E     | Sidewalk, PCC, Class C, 5" Thick                             | SY   | 133                 | \$ 70.00     | \$ 9,310.00   | 133                    | \$ 64.50     | \$ 8,578.50   | 133                            | \$ 47.00     | \$ 6,251.00   | 133               | \$ 60.00     | \$ 7,980.00   | 133                                                 | \$ 65.00     | \$ 8,645.00   |
| 7.06                                                                     | 7030-E     | Sidewalk, PCC, Class C, 6" Thick                             | SY   | 36                  | \$ 100.00    | \$ 3,600.00   | 36                     | \$ 79.50     | \$ 2,862.00   | 36                             | \$ 57.00     | \$ 2,052.00   | 36                | \$ 75.00     | \$ 2,700.00   | 36                                                  | \$ 75.00     | \$ 2,700.00   |
| 7.07                                                                     | 7030-G     | Detectable Warnings, Galvanized Steel                        | SF   | 32                  | \$ 54.00     | \$ 1,728.00   | 32                     | \$ 47.00     | \$ 1,504.00   | 32                             | \$ 50.00     | \$ 1,600.00   | 32                | \$ 55.00     | \$ 1,760.00   | 32                                                  | \$ 65.00     | \$ 2,080.00   |
| 7.08                                                                     | 7040-A     | Full Depth Patches, PCC, Class C-SUD, 8" Thick               | SY   | 1,668               | \$ 100.00    | \$ 166,800.00 | 1,668                  | \$ 95.00     | \$ 158,460.00 | 1,668                          | \$ 102.00    | \$ 170,136.00 | 1,668             | \$ 95.00     | \$ 158,460.00 | 1,668                                               | \$ 96.74     | \$ 161,362.32 |
| 7.09                                                                     | 7040-A     | Full Depth Patches, PCC, Class C-SUD, 8" Thick, No CD Joints | SY   | 947                 | \$ 95.00     | \$ 89,965.00  | 947                    | \$ 88.00     | \$ 83,336.00  | 947                            | \$ 90.00     | \$ 85,230.00  | 947               | \$ 89.00     | \$ 84,283.00  | 947                                                 | \$ 84.47     | \$ 79,993.09  |
| 7.10                                                                     | 7040-A     | Full Depth Patches, PCC, Class C-SUD, 9" Thick               | SY   | 993                 | \$ 125.00    | \$ 124,125.00 | 993                    | \$ 105.00    | \$ 104,265.00 | 993                            | \$ 110.00    | \$ 109,230.00 | 993               | \$ 100.00    | \$ 99,300.00  | 993                                                 | \$ 109.24    | \$ 108,475.32 |
| 7.11                                                                     | 7040-B     | Subbase Over-excavation, 6" Depth                            | SY   | 900                 | \$ 15.00     | \$ 13,500.00  | 900                    | \$ 26.00     | \$ 23,400.00  | 900                            | \$ 16.00     | \$ 14,400.00  | 900               | \$ 15.00     | \$ 13,500.00  | 900                                                 | \$ 5.50      | \$ 4,950.00   |
| 7.12                                                                     | 7040-H     | Pavement Removal, PCC                                        | SY   | 695                 | \$ 15.00     | \$ 10,425.00  | 695                    | \$ 9.00      | \$ 6,255.00   | 695                            | \$ 15.00     | \$ 10,425.00  | 695               | \$ 12.00     | \$ 8,340.00   | 695                                                 | \$ 15.00     | \$ 10,425.00  |
| 7.13                                                                     | 7040-I     | Curb and Gutter Removal, 1.5' Wide                           | LF   | 45                  | \$ 18.00     | \$ 810.00     | 45                     | \$ 13.00     | \$ 585.00     | 45                             | \$ 15.00     | \$ 675.00     | 45                | \$ 20.00     | \$ 900.00     | 45                                                  | \$ 65.00     | \$ 2,925.00   |
|                                                                          |            | TRAFFIC CONTROL                                              |      |                     |              |               |                        |              |               |                                |              |               |                   |              |               |                                                     |              |               |
| 8.01                                                                     | 8020-C     | Painted Pavement Markings, Durable                           | STA  | 28.8                | \$ 240.00    | \$ 6,912.00   | 28.8                   | \$ 527.00    | \$ 15,177.60  | 28.8                           | \$ 565.00    | \$ 16,272.00  | 28.8              | \$ 600.00    | \$ 17,280.00  | 28.8                                                | \$ 525.00    | \$ 15,120.00  |
| 8.02                                                                     | 8020-M     | Grooves Cut for Pavement Markings                            | STA  | 39.6                | \$ 150.00    | \$ 5,940.00   | 39.6                   | \$ 405.00    | \$ 16,038.00  | 39.6                           | \$ 430.00    | \$ 17,028.00  | 39.6              | \$ 475.00    | \$ 18,810.00  | 39.6                                                | \$ 400.00    | \$ 15,840.00  |
| 8.03                                                                     | 8030-A     | Temporary Traffic Control                                    | LS   | 1.00                | \$ 50,000.00 | \$ 50,000.00  | 1                      | \$ 60,000.00 | \$ 60,000.00  | 1                              | \$ 63,325.00 | \$ 63,325.00  | 1                 | \$ 64,000.00 | \$ 64,000.00  | 1                                                   | \$ 59,000.00 | \$ 59,000.00  |
| 8.04                                                                     | 8030-999-A | Portable Dynamic Message Sign (PDMS)                         | CDAY | 65.00               | \$ 150.00    | \$ 9,750.00   | 65                     | \$ 155.00    | \$ 10,075.00  | 65                             | \$ 165.00    | \$ 10,725.00  | 65                | \$ 175.00    | \$ 11,375.00  | 65                                                  | \$ 100.00    | \$ 6,500.00   |
|                                                                          |            | SITE WORK AND LANDSCAPING                                    |      |                     |              |               |                        |              |               |                                |              |               |                   |              |               |                                                     |              |               |
| 9.01                                                                     | 9040-Q-2   | Erosion Control Mulching with Temporary Seeding              | AC   | 0.10                | \$ 20,000.00 | \$ 2,000.00   | 0.10                   | \$ 16,000.00 | \$ 1,600.00   | 0.10                           | \$ 16,100.00 | \$ 1,610.00   | 0.10              | \$ 17,500.00 | \$ 1,750.00   | 0.10                                                | \$ 15,000.00 | \$ 1,500.00   |
| 9.02                                                                     | 9040-T-1   | Inlet Protection Device, Drop-in                             | EA   | 8                   | \$ 200.00    | \$ 1,600.00   | 8                      | \$ 250.00    | \$ 2,000.00   | 8                              | \$ 275.00    | \$ 2,200.00   | 8                 | \$ 225.00    | \$ 1,800.00   | 8                                                   | \$ 155.00    | \$ 1,240.00   |
| 9.03                                                                     | 9040-T-2   | Inlet Protection Device, Maintenance                         | EA   | 16                  | \$ 50.00     | \$ 800.00     | 16                     | \$ 60.00     | \$ 960.00     | 16                             | \$ 165.00    | \$ 2,640.00   | 16                | \$ 25.00     | \$ 400.00     | 16                                                  | \$ 50.00     | \$ 800.00     |
|                                                                          |            | MISCELLANEOUS                                                |      |                     |              |               |                        |              |               |                                |              |               |                   |              |               |                                                     |              |               |
| 11.01                                                                    | 11,020-A   | Mobilization                                                 | LS   | 1                   | \$ 80,000.00 | \$ 80,000.00  | 1                      | \$ 15,500.00 | \$ 15,500.00  | 1                              | \$ 5,550.00  | \$ 5,550.00   | 1                 | \$ 25,500.00 | \$ 25,500.00  | 1                                                   | \$ 35,000.00 | \$ 35,000.00  |
| 11.02                                                                    | 11,030-A   | Maintenance of Postal Service                                | LS   | 1                   | \$ 7,500.00  | \$ 7,500.00   | 1                      | \$ 1,500.00  | \$ 1,500.00   | 1                              | \$ 3,650.00  | \$ 3,650.00   | 1                 | \$ 1,500.00  | \$ 1,500.00   | 1                                                   | \$ 2,500.00  | \$ 2,500.00   |
| 11.03                                                                    | 11,030-B   | Maintenance of Solid Waste Collection                        | LS   | 1                   | \$ 7,500.00  | \$ 7,500.00   | 1                      | \$ 1,500.00  | \$ 1,500.00   | 1                              | \$ 1,200.00  | \$ 1,200.00   | 1                 | \$ 1,500.00  | \$ 1,500.00   | 1                                                   | \$ 2,500.00  | \$ 2,500.00   |
| 11.04                                                                    | 11,050-A   | Concrete Washout                                             | LS   | 1                   | \$ 7,500.00  | \$ 7,500.00   | 1                      | \$ 1,500.00  | \$ 1,500.00   | 1                              | \$ 3,500.00  | \$ 3,500.00   | 1                 | \$ 4,000.00  | \$ 4,000.00   | 1                                                   | \$ 3,500.00  | \$ 3,500.00   |
| TOTAL AMOUNT BID =                                                       |            |                                                              |      | \$ 684,880.00       |              |               | \$ 585,142.10          |              |               | \$ 595,945.00                  |              |               | \$ 615,533.00     |              |               | \$ 618,723.13                                       |              |               |

| <div> <div>Bid Tabulation</div> <div>2025 PCC Street Patching Program</div> <div>April 15, 2025</div> </div> |            |                                                              |      |                                        |              |               |                       |              |               |                      |              |               |       |            |             |       |            |             |
|--------------------------------------------------------------------------------------------------------------|------------|--------------------------------------------------------------|------|----------------------------------------|--------------|---------------|-----------------------|--------------|---------------|----------------------|--------------|---------------|-------|------------|-------------|-------|------------|-------------|
|                                                                                                              |            |                                                              |      | The Concrete Contracting Company, Inc. |              |               | Caliber Concrete, LLC |              |               | Marlin Concrete, LLC |              |               |       |            |             |       |            |             |
| Item No.                                                                                                     | SUDAS No.  | Item                                                         | Unit | Total                                  | Unit Price   | Total Price   | Total                 | Unit Price   | Total Price   | Total                | Unit Price   | Total Price   | Total | Unit Price | Total Price | Total | Unit Price | Total Price |
|                                                                                                              |            | STRUCTURES FOR SANITARY AND STORM SEWERS                     |      |                                        |              |               |                       |              |               |                      |              |               |       |            |             |       |            |             |
| 6.01                                                                                                         | 6010-B     | Intake, SW-501, 3'-0" x 2'-0", Cast-in-place                 | EA   | 1                                      | \$ 5,485.00  | \$ 5,485.00   | 1                     | \$ 5,000.00  | \$ 5,000.00   | 1                    | \$ 5,000.00  | \$ 5,000.00   | 1     |            | \$ -        | 1     |            | \$ -        |
| 6.02                                                                                                         | 6010-E-1   | Manhole Adjustment, Storm, Minor, SELFLEVEL                  | EA   | 4                                      | \$ 2,350.00  | \$ 9,400.00   | 4                     | \$ 3,000.00  | \$ 12,000.00  | 4                    | \$ 1,000.00  | \$ 4,000.00   | 4     |            | \$ -        | 4     |            | \$ -        |
| 6.03                                                                                                         | 6010-E-2   | Intake Adjustment, Minor, Single Grate                       | EA   | 6                                      | \$ 2,250.00  | \$ 13,500.00  | 6                     | \$ 3,500.00  | \$ 21,000.00  | 6                    | \$ 300.00    | \$ 1,800.00   | 6     |            | \$ -        | 6     |            | \$ -        |
| 6.04                                                                                                         | 6010-E-2   | Intake Adjustment, Minor, Double Grate                       | EA   | 1                                      | \$ 3,175.00  | \$ 3,175.00   | 1                     | \$ 4,250.00  | \$ 4,250.00   | 1                    | \$ 350.00    | \$ 350.00     | 1     |            | \$ -        | 1     |            | \$ -        |
| 6.05                                                                                                         | 6010-H-2   | Remove Intake                                                | EA   | 1                                      | \$ 1,200.00  | \$ 1,200.00   | 1                     | \$ 3,500.00  | \$ 3,500.00   | 1                    | \$ 750.00    | \$ 750.00     | 1     |            | \$ -        | 1     |            | \$ -        |
|                                                                                                              |            | STREETS AND RELATED WORK                                     |      |                                        |              |               |                       |              |               |                      |              |               |       |            |             |       |            |             |
| 7.01                                                                                                         | 7010-A     | Pavement, PCC, Class C-SUD, 7" Thick                         | SY   | 695                                    | \$ 68.50     | \$ 47,607.50  | 695                   | \$ 85.16     | \$ 59,186.20  | 695                  | \$ 65.00     | \$ 45,175.00  | 695   |            | \$ -        | 695   |            | \$ -        |
| 7.02                                                                                                         | 7010-E     | Curb and Gutter, PCC, Class C-SUD, 1.5' Wide, 8" Thick       | LF   | 45                                     | \$ 75.00     | \$ 3,375.00   | 45                    | \$ 45.12     | \$ 2,030.40   | 45                   | \$ 50.00     | \$ 2,250.00   | 45    |            | \$ -        | 45    |            | \$ -        |
| 7.03                                                                                                         | 7030-A-1   | Removal of Sidewalk                                          | SY   | 187                                    | \$ 20.00     | \$ 3,740.00   | 187                   | \$ 9.00      | \$ 1,683.00   | 187                  | \$ 15.00     | \$ 2,805.00   | 187   |            | \$ -        | 187   |            | \$ -        |
| 7.04                                                                                                         | 7030-E     | Sidewalk, PCC, Class C, 4" Thick                             | SY   | 14                                     | \$ 75.00     | \$ 1,050.00   | 14                    | \$ 90.00     | \$ 1,260.00   | 14                   | \$ 45.00     | \$ 630.00     | 14    |            | \$ -        | 14    |            | \$ -        |
| 7.05                                                                                                         | 7030-E     | Sidewalk, PCC, Class C, 5" Thick                             | SY   | 133                                    | \$ 80.00     | \$ 10,640.00  | 133                   | \$ 92.00     | \$ 12,236.00  | 133                  | \$ 55.00     | \$ 7,315.00   | 133   |            | \$ -        | 133   |            | \$ -        |
| 7.06                                                                                                         | 7030-E     | Sidewalk, PCC, Class C, 6" Thick                             | SY   | 36                                     | \$ 110.00    | \$ 3,960.00   | 36                    | \$ 94.00     | \$ 3,384.00   | 36                   | \$ 60.00     | \$ 2,160.00   | 36    |            | \$ -        | 36    |            | \$ -        |
| 7.07                                                                                                         | 7030-G     | Detectable Warnings, Galvanized Steel                        | SF   | 32                                     | \$ 60.00     | \$ 1,920.00   | 32                    | \$ 60.00     | \$ 1,920.00   | 32                   | \$ 53.00     | \$ 1,696.00   | 32    |            | \$ -        | 32    |            | \$ -        |
| 7.08                                                                                                         | 7040-A     | Full Depth Patches, PCC, Class C-SUD, 8" Thick               | SY   | 1,668                                  | \$ 98.00     | \$ 163,464.00 | 1,668                 | \$ 123.93    | \$ 206,715.24 | 1,668                | \$ 110.00    | \$ 183,480.00 | 1,668 |            | \$ -        | 1,668 |            | \$ -        |
| 7.09                                                                                                         | 7040-A     | Full Depth Patches, PCC, Class C-SUD, 8" Thick, No CD Joints | SY   | 947                                    | \$ 87.00     | \$ 82,389.00  | 947                   | \$ 95.96     | \$ 90,874.12  | 947                  | \$ 90.00     | \$ 85,230.00  | 947   |            | \$ -        | 947   |            | \$ -        |
| 7.10                                                                                                         | 7040-A     | Full Depth Patches, PCC, Class C-SUD, 9" Thick               | SY   | 993                                    | \$ 45.00     | \$ 44,685.00  | 993                   | \$ 104.38    | \$ 103,649.34 | 993                  | \$ 120.00    | \$ 119,160.00 | 993   |            | \$ -        | 993   |            | \$ -        |
| 7.11                                                                                                         | 7040-B     | Subbase Over-excavation, 6" Depth                            | SY   | 900                                    | \$ 35.00     | \$ 31,500.00  | 900                   | \$ 9.00      | \$ 8,100.00   | 900                  | \$ 19.00     | \$ 17,100.00  | 900   |            | \$ -        | 900   |            | \$ -        |
| 7.12                                                                                                         | 7040-H     | Pavement Removal, PCC                                        | SY   | 695                                    | \$ 25.00     | \$ 17,375.00  | 695                   | \$ 9.00      | \$ 6,255.00   | 695                  | \$ 15.00     | \$ 10,425.00  | 695   |            | \$ -        | 695   |            | \$ -        |
| 7.13                                                                                                         | 7040-I     | Curb and Gutter Removal, 1.5' Wide                           | LF   | 45                                     | \$ 10.00     | \$ 450.00     | 45                    | \$ 42.50     | \$ 1,912.50   | 45                   | \$ 25.00     | \$ 1,125.00   | 45    |            | \$ -        | 45    |            | \$ -        |
|                                                                                                              |            | TRAFFIC CONTROL                                              |      |                                        |              |               |                       |              |               |                      |              |               |       |            |             |       |            |             |
| 8.01                                                                                                         | 8020-C     | Painted Pavement Markings, Durable                           | STA  | 28.8                                   | \$ 400.00    | \$ 11,520.00  | 28.8                  | \$ 575.00    | \$ 16,560.00  | 28.8                 | \$ 525.00    | \$ 15,120.00  | 28.8  |            | \$ -        | 28.8  |            | \$ -        |
| 8.02                                                                                                         | 8020-M     | Grooves Cut for Pavement Markings                            | STA  | 39.6                                   | \$ 120.00    | \$ 4,752.00   | 39.6                  | \$ 440.00    | \$ 17,424.00  | 39.6                 | \$ 400.00    | \$ 15,840.00  | 39.6  |            | \$ -        | 39.6  |            | \$ -        |
| 8.03                                                                                                         | 8030-A     | Temporary Traffic Control                                    | LS   | 1                                      | \$ 74,900.00 | \$ 74,900.00  | 1                     | \$ 30,000.00 | \$ 30,000.00  | 1                    | \$ 59,000.00 | \$ 59,000.00  | 1     |            | \$ -        | 1     |            | \$ -        |
| 8.04                                                                                                         | 8030-999-A | Portable Dynamic Message Sign (PDMS)                         | CDAY | 65                                     | \$ 200.00    | \$ 13,000.00  | 65                    | \$ 225.00    | \$ 14,625.00  | 65                   | \$ 150.00    | \$ 9,750.00   | 65    |            | \$ -        | 65    |            | \$ -        |
|                                                                                                              |            | SITE WORK AND LANDSCAPING                                    |      |                                        |              |               |                       |              |               |                      |              |               |       |            |             |       |            |             |
| 9.01                                                                                                         | 9040-Q-2   | Erosion Control Mulching with Temporary Seeding              | AC   | 0.10                                   | \$ 16,500.00 | \$ 1,650.00   | 0.10                  | \$ 30,000.00 | \$ 3,000.00   | 0.10                 | \$ 30,000.00 | \$ 3,000.00   | 0.10  |            | \$ -        | 0.10  |            | \$ -        |
| 9.02                                                                                                         | 9040-T-1   | Inlet Protection Device, Drop-in                             | EA   | 8                                      | \$ 250.00    | \$ 2,000.00   | 8                     | \$ 195.00    | \$ 1,560.00   | 8                    | \$ 195.00    | \$ 1,560.00   | 8     |            | \$ -        | 8     |            | \$ -        |
| 9.03                                                                                                         | 9040-T-2   | Inlet Protection Device, Maintenance                         | EA   | 16                                     | \$ 125.00    | \$ 2,000.00   | 16                    | \$ 35.00     | \$ 560.00     | 16                   | \$ 35.00     | \$ 560.00     | 16    |            | \$ -        | 16    |            | \$ -        |
|                                                                                                              |            | MISCELLANEOUS                                                |      |                                        |              |               |                       |              |               |                      |              |               |       |            |             |       |            |             |
| 11.01                                                                                                        | 11,020-A   | Mobilization                                                 | LS   | 1                                      | \$ 66,850.00 | \$ 66,850.00  | 1                     | \$ 26,000.00 | \$ 26,000.00  | 1                    | \$ 95,804.00 | \$ 95,804.00  | 1     |            | \$ -        | 1     |            | \$ -        |
| 11.02                                                                                                        | 11,030-A   | Maintenance of Postal Service                                | LS   | 1                                      | \$ 3,000.00  | \$ 3,000.00   | 1                     | \$ 2,500.00  | \$ 2,500.00   | 1                    | \$ 5,000.00  | \$ 5,000.00   | 1     |            | \$ -        | 1     |            | \$ -        |
| 11.03                                                                                                        | 11,030-B   | Maintenance of Solid Waste Collection                        | LS   | 1                                      | \$ 3,000.00  | \$ 3,000.00   | 1                     | \$ 2,500.00  | \$ 2,500.00   | 1                    | \$ 5,000.00  | \$ 5,000.00   | 1     |            | \$ -        | 1     |            | \$ -        |
| 11.04                                                                                                        | 11,050-A   | Concrete Washout                                             | LS   | 1                                      | \$ 3,750.00  | \$ 3,750.00   | 1                     | \$ 2,000.00  | \$ 2,000.00   | 1                    | \$ 1,585.00  | \$ 1,585.00   | 1     |            | \$ -        | 1     |            | \$ -        |
| TOTAL AMOUNT BID =                                                                                           |            |                                                              |      |                                        |              | \$ 631,337.50 |                       |              | \$ 661,684.80 |                      |              | \$ 702,670.00 |       |            | \$ -        |       |            | \$ -        |

\*Calculation Error

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 PCC STREET PATCHING PROGRAM", and moved:

☒ that the Resolution be adopted.

☐ ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at \_\_\_\_\_ .M. on \_\_\_\_\_, 2025, at this place.

Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

### **RESOLUTION**

#### **RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 PCC STREET PATCHING PROGRAM**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, STATE OF IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as the 2025 PCC Street Patching Program, described in the plans and specifications heretofore adopted by this Council on April 21, 2025, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: Iowa Contracting, Inc. of Indianola, Iowa

Amount of bid: \$585,142.10

Portion of project: All construction work

Section 2. That the Mayor and Clerk are hereby directed to execute the contract with the contractor for the construction of the public improvements, such contract not to be binding on the City until approved by this Council.

PASSED AND APPROVED this 21st day of April, 2025.

---

Mayor

ATTEST:

---

City Clerk

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE 2025 PCC STREET PATCHING PROGRAM", and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

**RESOLUTION**

RESOLUTION APPROVING CONSTRUCTION CONTRACT  
AND BOND FOR THE 2025 PCC STREET PATCHING  
PROGRAM

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, STATE OF IOWA:

That the construction contract and bond executed and insurance coverage for the construction of certain public improvements described in general as the 2025 PCC Street Patching Program, and as described in detail in the plans and specifications heretofore approved, and which have been signed by the Mayor and Clerk on behalf of the City be and the same are hereby approved as follows:

Contractor: Iowa Contracting, Inc. of Indianola, Iowa

Amount of bid: \$585,142.10

Bond surety: \_\_\_\_\_

Date of bond: \_\_\_\_\_

Portion of project: All construction work

PASSED AND APPROVED this 21<sup>st</sup> day of April, 2025.

\_\_\_\_\_  
Mayor

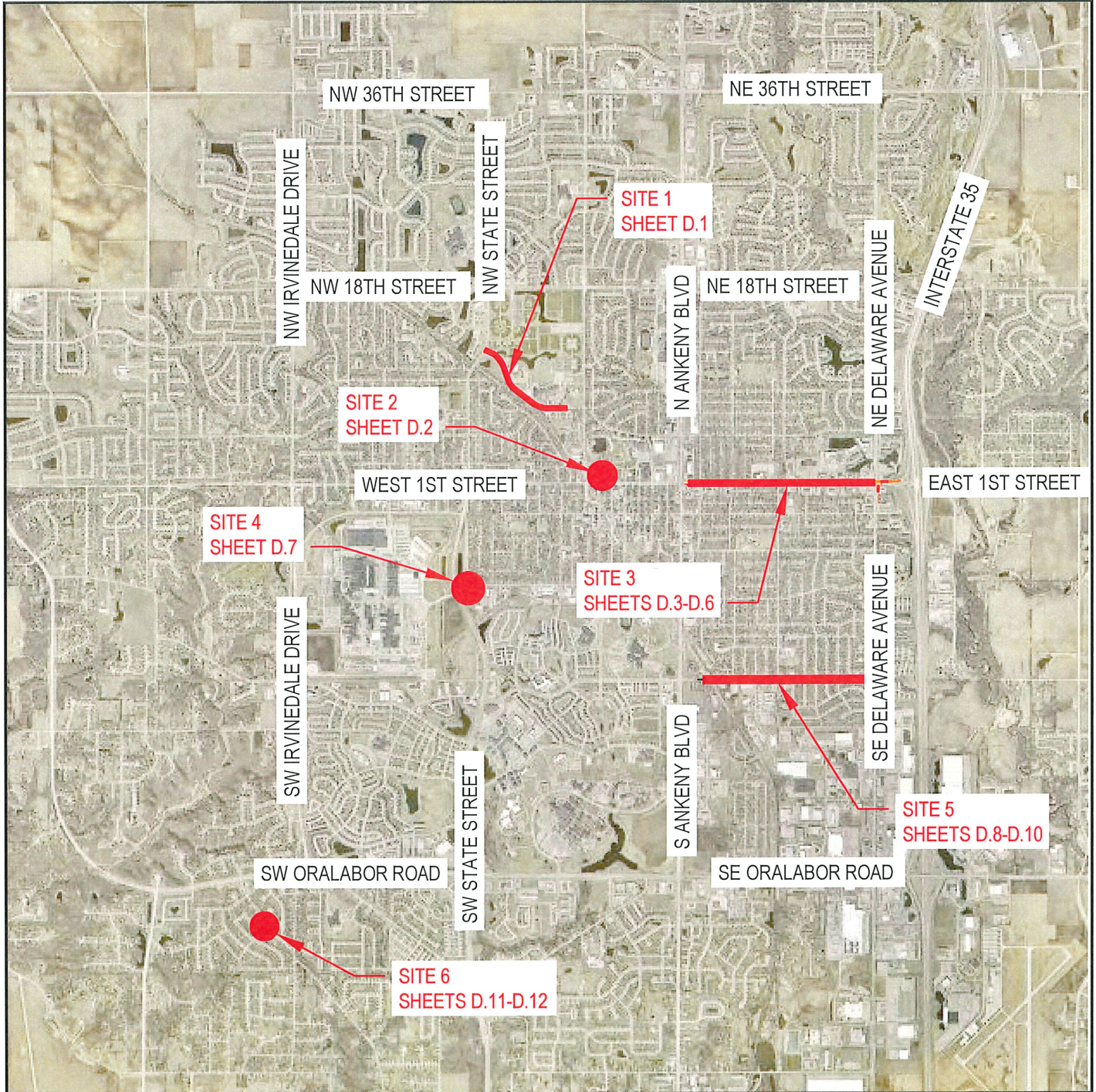
ATTEST:

\_\_\_\_\_  
City Clerk



# PUBLIC IMPROVEMENT PLANS FOR 2025 PCC STREET PATCHING PROGRAM

## CITY OF ANKENY POLK COUNTY, IOWA PROJECT NO. 2025-015



VICINITY MAP  
1 INCH = 4000 FEET

| APPLICABLE SUDAS FIGURES |                                                       |
|--------------------------|-------------------------------------------------------|
| 6010.501                 | SINGLE GRATE INTAKE                                   |
| 6010.514                 | BOXOUTS FOR GRATE INTAKES                             |
| 6010.602                 | CASTINGS FOR STORM SEWER MANHOLES                     |
| 6010.603                 | CASTINGS FOR GRATE INTAKES                            |
| 7010.101                 | JOINTS                                                |
| 7010.102                 | PCC CURB DETAILS                                      |
| 7010.103                 | MANHOLE BOXOUTS IN PCC PAVEMENT                       |
| 7010.901                 | PCC PAVEMENT JOINTING                                 |
| 7010.904                 | TYPICAL JOINTING LAYOUT                               |
| 7030.201                 | CLASSES OF SIDEWALK                                   |
| 7030.204                 | GENERAL FEATURES OF AN ACCESSIBLE SIDEWALK            |
| 7030.205                 | GENERAL SIDEWALK AND CURB RAMP DETAILS                |
| 7030.206                 | CURB RAMPS OUTSIDE OF INTERSECTION RADIUS             |
| 7030.207                 | CURB RAMP FOR CLASS B OR C SIDEWALK                   |
| 7030.210                 | DETECTABLE WARNING PLACEMENT                          |
| 7040.101                 | FULL DEPTH PCC PATCHES LESS THAN OR EQUAL TO 15' LONG |
| 7040.102                 | FULL DEPTH PCC PATCHES GREATER THAN 15' LONG          |
| 8030.101                 | TEMPORARY TRAFFIC CONTROL GENERAL INFORMATION         |
| 8030.110                 | LANE CLOSURE ON MULTI-LANE STREET                     |
| 8030.111                 | LANE CLOSURE AT AN INTERSECTION                       |
| 8030.112                 | LANE CLOSURE ON THE FAR SIDE OF AN INTERSECTION       |
| 8030.113                 | CLOSURE OF TURN LANE                                  |
| 8030.116                 | STREET OR ROAD CLOSURE                                |
| 11030.101                | TEMPORARY MAILBOXES                                   |

| INDEX OF SHEETS |                                               |
|-----------------|-----------------------------------------------|
| A.1             | TITLE SHEET                                   |
| A.2             | LEGEND AND SYMBOL INFORMATION SHEET           |
| C.1-C.6         | QUANTITIES AND GENERAL INFORMATION            |
| D.1             | NW PRAIRIE RIDGE DRIVE PATCHES                |
| D.2             | FIRE STATION #1 PATCHES                       |
| D.3-D.6         | EAST FIRST STREET PATCHES                     |
| D.7             | SW ORDNANCE ROAD PATCHES                      |
| D.8-D.10        | SE MAGAZINE ROAD PATCHES                      |
| D.11            | SW GLENBROOKE BOULEVARD PATCH                 |
| D.12            | SW MEADOW RIDGE DRIVE PATCH                   |
| J.1             | TRAFFIC CONTROL PLAN                          |
| J.2-J.3         | NW PRAIRIE RIDGE DRIVE DETOUR AND STAGING     |
| J.4             | FIRE STATION #1 TRAFFIC CONTROL AND STAGING   |
| J.5-J.10        | EAST FIRST STREET TRAFFIC CONTROL AND STAGING |
| J.11            | SW ORDNANCE ROAD DETOUR AND STAGING           |
| J.12-J.13       | SE MAGAZINE ROAD DETOUR AND STAGING           |
| J.14-J.19       | SE MAGAZINE ROAD TRAFFIC CONTROL              |
| J.20-J.25       | SUDAS TEMPORARY TRAFFIC CONTROL FIGURES       |
| PM.1-PM.3       | PAVEMENT MARKING DETAIL SHEET                 |
| S.1             | NW PRAIRIE RIDGE DRIVE PEDESTRIAN RAMPS       |

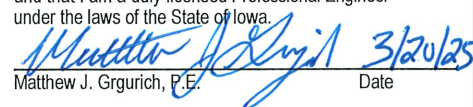
The most recent editions of the SUDAS Standard Specifications, the Iowa DOT Standard Specifications, and the Iowa DOT Materials I.M.s shall apply to all work performed on this project unless otherwise noted herein, or within the City of Ankeny Supplemental Specifications or Special Provisions.

This project does not require an Iowa Department of Natural Resources NPDES General Permit No. 2 or COSESCO permit. The Contractor shall install erosion control measures as shown in the Contract Documents and as needed to ensure that no sediment is found leaving the site(s).

**IOWA**  
**ONE CALL**  
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www.iowaonecall.com

811  
Know what's below.  
Call before you dig.

LICENSED PROFESSIONAL ENGINEER  
MATTHEW J. GRGURICH  
P28127  
IOWA

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.  
  
Matthew J. Grgurich, P.E. Date 3/20/25  
License Number: P28127  
My license renewal date is December 31, 2026.  
Pages or sheets covered by this seal:  
ALL



## CONTRACT

THIS CONTRACT, made and entered into at Ankeny, Iowa this 21st day of April, 20 25, by and between the City of Ankeny, Iowa by its Mayor, upon order of its City Council hereinafter called the "Jurisdiction," and Iowa Contracting, Inc., hereinafter called the "Contractor."

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the Contract Documents, which are officially on file with the Jurisdiction, in the Ankeny Public Services Building. This Contract includes all Contract Documents. The work under this Contract shall be constructed in accordance with the SUDAS Standard Specifications, Most Recent Edition, and as further modified by the Supplemental Specifications and Special Provisions included in said Contract Documents. The Contractor further agrees to complete the work in strict accordance with said Contract Documents, and to guarantee the work as required by law, for the time required in said Contract Documents, after its acceptance by the Jurisdiction.

This Contract is awarded and executed for completion of the work specified in the Contract Documents for the bid prices shown on the Contract Attachment: Bid Items, Quantities, and Prices, which were proposed by the Contractor in its Proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvement:

### 2025 PCC STREET PATCHING PROGRAM

The 2025 PCC Street Patching Program project includes the full depth removal and replacement of PCC street pavement at six (6) separate locations, generally located on:

- Site 1 – NW Prairie Ridge Dr between NW State St and NW Ash Dr,
- Site 2 – Fire Station #1,
- Site 3 – E First St between N Ankeny Blvd and NE Delaware Ave,
- Site 4 – SW Ordinance Rd between SW State St and SW Westview Dr,
- Site 5 – SE Magazine Rd between S Ankeny Blvd and SE Delaware Ave,
- Site 6 – SW Glenbrooke Blvd between SW Fox Run Dr and SW Sunnybrooke Dr, and  
SW Meadow Ridge Dr between SW Fox Run Dr and SW Sunnybrooke Dr

The construction improvements include approximately 1,000 SY of 9" thick PCC Class C-SUD full depth patches, 2,300 SY of 8" thick PCC Class C-SUD full depth patches, and 700 SY of 7" thick PCC Class C-SUD street pavement. Other associated improvements include sidewalk and pedestrian ramp removal and replacement, installation of new intake structure, minor adjustments to storm sewer structures, partial rebuild of an existing intake, temporary traffic control, maintenance of postal service and solid waste collection, temporary surface restoration, mobilization, and miscellaneous associated work necessary to complete the project.

A truss screed shall be utilized on all patches greater than or equal to three panels in length.

The Contractor agrees to perform said work for and in consideration of the Jurisdiction's payment of the bid amount of five hundred eighty five thousand one hundred forty two \* 10/100 dollars (\$585,142.10), which amount shall constitute the required amount of the Performance, Payment, and Maintenance Bond. The Contractor hereby agrees to commence work under this Contract on or before a date to be specified in a written Notice to Proceed by the Jurisdiction; and to complete the project as described in the Notice to Bidders and Notice of Public Hearing as noted below:

The Contractor shall substantially complete each of the six (6) separate Sites within a specified number of working days for each Site as noted below:

Site 1 – fifteen (15) Working Days,  
Site 2 – fifteen (15) Working Days,  
Site 3 – twenty-five (25) Working Days,  
Site 4 – five (5) Working Days,  
Site 5 – twenty-five (25) Working Days, and  
Site 6 – ten (10) Working Days

**More than one (1) Site is permitted to be under construction simultaneously, but not without prior approval by the Engineer. Working Days will be tracked separately for each Site.**

Substantial completion for each Site shall be defined as all utility, grading, and pavement construction completed, temporary surface restoration completed, permanent pavement markings completed, with the new street and sidewalk pavement fully open to traffic. **A mandatory six-day work week is not required; however, working days will be charged on Saturdays and Sundays if the Contractor elects to perform bid item work on Saturdays or Sundays.** Should the Contractor fail to substantially complete the work at each Site within these timeframes, liquidated damages of **One Thousand Dollars (\$1,000.00) per calendar day** will be assessed for work at each Site not substantially completed within the designated Contract term(s).

The Contractor shall fully complete the overall project **no later than October 31, 2025**. Full completion for the overall project shall be defined as all work including punch list items completed, and all improvements ready for final acceptance. Should the Contractor fail to fully complete the work within this timeframe, liquidated damages of **Five Hundred Dollars (\$500.00) per calendar day** will be assessed for work not fully completed within the designated Contract term(s).



IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

**JURISDICTION:**

By \_\_\_\_\_  
Bobbi B. Bentz, Mayor

(Seal)  
ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**CONTRACTOR:**

Iowa Contracting, Inc.  
Contractor

By [Signature]  
Signature

President  
Title

13435 Somerset Road  
Street Address

Indianola, IA 50125  
City, State, Zip Code

(515) 717-0990  
Telephone

**CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:**

1. All Contractors: The Contractor shall enter its Public Registration Number C1289-92 issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.
2. Out-of-State Contractors:
  - A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the Division of Labor Services of the Iowa Department of Workforce Development. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.
  - B. Prior to entering into contract, the designated low bidder, if it is a corporation organized under the laws of a state other than Iowa, shall file with the Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all the provisions of Chapter 490 of the Iowa Code, or as amended, governing foreign corporations.

**NOTE:**

1. All signatures on this Contract must be original signatures in ink; copies, facsimiles, or electronic signatures will not be accepted.
2. This Contract must be notarized by a Notary Public commissioned by the Secretary of State to serve the public as an impartial and unbiased witness by identifying persons who come before the Notary.

CORPORATE ACKNOWLEDGMENT

State of Iowa )  
 ) SS  
Warren County)

On this 18 day of April, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Mark Fargo and \_\_\_\_\_, to me known, who, being by me duly sworn, did say that they are the President, and \_\_\_\_\_, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that \_\_\_\_\_ and \_\_\_\_\_ acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.



Mallory Crane  
Notary Public in and for the State of Iowa  
My commission expires February 17, 2026

PARTNERSHIP ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_\_

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_\_



## CONTRACT ATTACHMENT: BID ITEMS, QUANTITIES, AND PRICES

This Contract is awarded and executed for completion of the work specified in the Contract Documents for the bid prices tabulated below as proposed by the Contractor in its Proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing. All quantities are subject to revision by the Jurisdiction. Quantity changes that amount to 20% or less of the amount bid shall not affect the unit bid price.

| Item No.                                 | Item                                                         | Unit | Total | Unit Price   | Total Price   |
|------------------------------------------|--------------------------------------------------------------|------|-------|--------------|---------------|
| STRUCTURES FOR SANITARY AND STORM SEWERS |                                                              |      |       |              |               |
| 6.01                                     | Intake, SW-501, 3'-0" x 2'-0", Cast-in-place                 | EA   | 1     | \$ 3,500.00  | \$ 3,500.00   |
| 6.02                                     | Manhole Adjustment, Storm, Minor, SELFLEVEL                  | EA   | 4     | \$ 2,750.00  | \$ 11,000.00  |
| 6.03                                     | Intake Adjustment, Minor, Single Grate                       | EA   | 6     | \$ 750.00    | \$ 4,500.00   |
| 6.04                                     | Intake Adjustment, Minor, Double Grate                       | EA   | 1     | \$ 850.00    | \$ 850.00     |
| 6.05                                     | Remove Intake                                                | EA   | 1     | \$ 2,500.00  | \$ 2,500.00   |
| STREETS AND RELATED WORK                 |                                                              |      |       |              |               |
| 7.01                                     | Pavement, PCC, Class C-SUD, 7" Thick                         | SY   | 695   | \$ 62.00     | \$ 43,785.00  |
| 7.02                                     | Curb and Gutter, PCC, Class C-SUD, 1.5' Wide, 8" Thick       | LF   | 45    | \$ 35.00     | \$ 1,575.00   |
| 7.03                                     | Removal of Sidewalk                                          | SY   | 187   | \$ 8.00      | \$ 1,496.00   |
| 7.04                                     | Sidewalk, PCC, Class C, 4" Thick                             | SY   | 14    | \$ 60.00     | \$ 840.00     |
| 7.05                                     | Sidewalk, PCC, Class C, 5" Thick                             | SY   | 133   | \$ 64.50     | \$ 8,578.50   |
| 7.06                                     | Sidewalk, PCC, Class C, 6" Thick                             | SY   | 36    | \$ 79.50     | \$ 2,862.00   |
| 7.07                                     | Detectable Warnings, Galvanized Steel                        | SF   | 32    | \$ 47.00     | \$ 1,504.00   |
| 7.08                                     | Full Depth Patches, PCC, Class C-SUD, 8" Thick               | SY   | 1,668 | \$ 95.00     | \$ 158,460.00 |
| 7.09                                     | Full Depth Patches, PCC, Class C-SUD, 8" Thick, No CD Joints | SY   | 947   | \$ 88.00     | \$ 83,336.00  |
| 7.10                                     | Full Depth Patches, PCC, Class C-SUD, 9" Thick               | SY   | 993   | \$ 105.00    | \$ 104,265.00 |
| 7.11                                     | Subbase Over-excavation, 6" Depth                            | SY   | 900   | \$ 26.00     | \$ 23,400.00  |
| 7.12                                     | Pavement Removal, PCC                                        | SY   | 695   | \$ 9.00      | \$ 6,255.00   |
| 7.13                                     | Curb and Gutter Removal, 1.5' Wide                           | LF   | 45    | \$ 13.00     | \$ 585.00     |
| TRAFFIC CONTROL                          |                                                              |      |       |              |               |
| 8.01                                     | Painted Pavement Markings, Durable                           | STA  | 28.8  | \$ 527.00    | \$ 15,177.60  |
| 8.02                                     | Grooves Cut for Pavement Markings                            | STA  | 39.6  | \$ 405.00    | \$ 16,038.00  |
| 8.03                                     | Temporary Traffic Control                                    | LS   | 1     | \$ 60,000.00 | \$ 60,000.00  |

|       |                                                 |      |      |              |              |
|-------|-------------------------------------------------|------|------|--------------|--------------|
| 8.04  | Portable Dynamic Message Sign (PDMS)            | CDAY | 65   | \$ 135,00    | \$ 10,075,00 |
|       | SITE WORK AND LANDSCAPING                       |      |      |              |              |
| 9.01  | Erosion Control Mulching with Temporary Seeding | AC   | 0.10 | \$ 16,000,00 | \$ 1,600,00  |
| 9.02  | Inlet Protection Device, Drop-in                | EA   | 8    | \$ 250,00    | \$ 2,000,00  |
| 9.03  | Inlet Protection Device, Maintenance            | EA   | 16   | \$ 60,00     | \$ 960,00    |
|       | MISCELLANEOUS                                   |      |      |              |              |
| 11.01 | Mobilization                                    | LS   | 1    | \$ 15,500,00 | \$ 15,500,00 |
| 11.02 | Maintenance of Postal Service                   | LS   | 1    | \$ 1,500,00  | \$ 1,500,00  |
| 11.03 | Maintenance of Solid Waste Collection           | LS   | 1    | \$ 1,500,00  | \$ 1,500,00  |
| 11.04 | Concrete Washout                                | LS   | 1    | \$ 1,500,00  | \$ 1,500,00  |

TOTAL CONTRACT AMOUNT = \$ 585,142,10





## **PERFORMANCE, PAYMENT, AND MAINTENANCE BOND**

KNOW ALL BY THESE PRESENTS:

That we, Iowa Contracting, Inc., as Principal (hereinafter the "Contractor" or "Principal") and Merchants National Bonding, Inc., as Surety, are held and firmly bound unto the **City of Ankeny, Iowa**, as Obligee, (hereinafter referred to as the "Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Five Hundred Eighty-Five Thousand, One Hundred Forty-Two and 10/100 DOLLARS (\$585,142.10), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives, and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the 21<sup>st</sup> day of April, 2025, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvement:

### **2025 PCC STREET PATCHING PROGRAM**

The 2025 PCC Street Patching Program project includes the full depth removal and replacement of PCC street pavement at six (6) separate locations, generally located on:

- Site 1 – NW Prairie Ridge Dr between NW State St and NW Ash Dr,
- Site 2 – Fire Station #1,
- Site 3 – E First St between N Ankeny Blvd and NE Delaware Ave,
- Site 4 – SW Ordinance Rd between SW State St and SW Westview Dr,
- Site 5 – SE Magazine Rd between S Ankeny Blvd and SE Delaware Ave,
- Site 6 – SW Glenbrooke Blvd between SW Fox Run Dr and SW Sunnybrooke Dr, and  
SW Meadow Ridge Dr between SW Fox Run Dr and SW Sunnybrooke Dr

The construction improvements include approximately 1,000 SY of 9" thick PCC Class C-SUD full depth patches, 2,300 SY of 8" thick PCC Class C-SUD full depth patches, and 700 SY of 7" thick PCC Class C-SUD street pavement. Other associated improvements include sidewalk and pedestrian ramp removal and replacement, installation of new intake structure, minor adjustments to storm sewer structures, partial rebuild of an existing intake, temporary traffic control, maintenance of postal service and solid waste collection, temporary surface restoration, mobilization, and miscellaneous associated work necessary to complete the project.

**A truss screed shall be utilized on all patches greater than or equal to three panels in length.**

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this Bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvement, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default or failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its

subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.

2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.
3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:
  - A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of **four (4)** years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;
  - B. To keep all work in continuous good repair; and
  - C. To pay the Jurisdiction's reasonable costs of monitoring and inspecting to assure that any defects are remedied, and to repair the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.
4. **GENERAL:** Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
  - A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
  - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this Bond shall then be released as to such excess increase; and
  - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.
  - D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.



- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys' fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this Bond shall not exceed 125% of the penal sum of this Bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be Polk County, State of Iowa. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all of the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, in triplicate, this 16th day of April, 2025.

**PRINCIPAL:**

Iowa Contracting, Inc.

Contractor

By

*Michael Pappas*

Signature

*President*

Title

**SURETY:**

Merchants National Bonding, Inc

Surety Company

By

*Leah Estlund*

Signature Attorney-in-Fact Officer

Leah Estlund

Printed Name of Attorney-in-Fact Officer

Kingsgate Insurance

Company Name

924 Central Ave

Company Address

Fort Dodge, IA 50501

City, State, Zip Code

515-644-8616

Company Telephone Number

**NOTE:**

1. All signatures on this Performance, Payment, and Maintenance Bond must be original signatures in ink; copies, facsimiles, or electronic signatures will not be accepted.
2. This Bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this Bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this Bond must be exactly as listed on the Certificate or Power of Attorney accompanying this Bond.



**MERCHANTS**  
**BONDING COMPANY™**  
**POWER OF ATTORNEY**

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Anne Hyink; Brandon Schoenfeld; Carol Durbin; David Jakeman; Donovan Day; Edward M Smith; Kyla Lentsch; Leah Estlund;  
Ryan E Smith

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

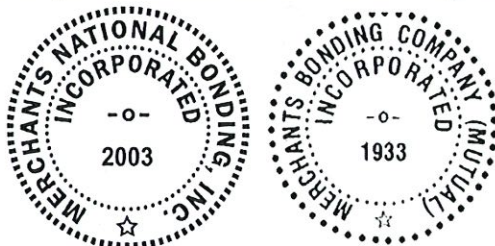
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 16th day of April, 2025.



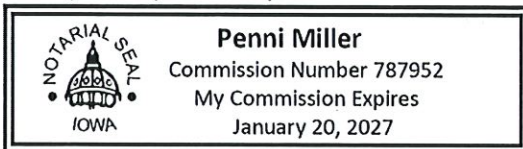
MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.  
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

*Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this 5th day of February, 2025, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

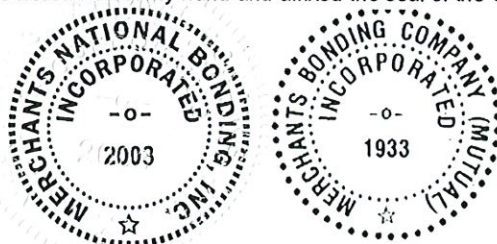


(Expiration of notary's commission does not invalidate this instrument)

*[Signature]*  
Notary Public

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 16th day of April, 2025.



*William Warner Jr.*  
Secretary



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-36      Proposed 2025 Sanitary Manhole Rehabilitation Project

ORIGINATING DEPARTMENT  
Municipal Utilities

COUNCIL GOAL  
Upgrade Essential Infrastructure

ACTION REQUESTED

Resolution  
Public Hearing

LEGAL  
Item reviewed by legal counsel

EXECUTIVE SUMMARY

The 2025 Sanitary Manhole Rehabilitation Project includes the restoration/repair of aging sanitary sewer manholes across various locations within the City limits. The scope of construction includes the inspection, cleaning, surface preparation, and application of high-strength liners utilizing polymer or cementitious methods. This project will reduce inflow and infiltration (I/I), and extend the serviceable life of the manholes. The proposed project includes the rehabilitation of 74 manholes (72-48", two-60") with a total vertical depth of 924 LF. Other associated improvements include temporary traffic control, mobilization, and miscellaneous associated work necessary to complete the project.

The bid opening for this project was held on Tuesday, April 15, 2025. Four (4) bids were received as follows:

|                                   |              |
|-----------------------------------|--------------|
| The Havens Construction Co., Inc. | \$274,795.00 |
| Critical Pipeline Repair          | \$343,035.18 |
| Hydro-Klean LLC                   | \$240,170.00 |
| Visu-Sewer LLC                    | \$146,340.00 |

The Engineer's Estimate for the project was \$327,235.00. The bid was approximately 55% under the engineer's estimate. Visu-Sewer LLC has completed similar projects in the metro, and they have the technical experience and the capacity to complete this project. The Municipal Utilities Department recommends awarding the 2025 Sanitary Manhole Rehabilitation Project to Visu-Sewer, LLC, of Pewaukee, Wisconsin.

Pending project approval and award by the City Council, the contractor will be required to start the project no

later than April 28, 2025.

The contractor will have until October 31, 2025, to fully complete the overall project.

#### CITY MANAGER/STAFF RECOMMENDATIONS:

It is recommended that the Council take the following action:

1. Hold a hearing on the proposed Contract Documents (plans, specifications, and form of contract) and estimated cost (\$327,235.00).
2. Approve Resolution, adopting said plans, specifications, form of contract and estimated cost for the 2025 Sanitary Manhole Rehabilitation Project.
3. Receive and file the report of bids received on April 15, 2025.
4. Approve Resolution, making award of the construction contract to Visu-Sewer, LLC, of Pewaukee, Wisconsin.
5. Approve Resolution, approving contract and bonds with Visu-Sewer, LLC in the amount of \$146,340.00.

#### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

March 17, 2025: The City Council approved a Resolution ordering construction and setting the bid opening date as April 15, 2025, and setting the public hearing date as April 21, 2025.

#### FISCAL IMPACT

This project is included in the current Capital Improvement Program with construction scheduled for 2025.

#### PUBLIC OUTREACH EFFORTS

#### ACTION REQUESTED

**Consider motion to close Public Hearing 2025-36.**

**Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract, estimate of cost \$327,235.00; 2) receive and file report of bids received April 15, 2025; 3) RESOLUTION making award of the construction contract with Visu-Sewer, LLC in the amount of \$146,340.00; and 4) RESOLUTION approving contract and bonds with Visu-Sewer, LLC in the amount of \$146,340.00.**

#### ATTACHMENTS

1. PH Coversheet
2. RES - plans, specs
3. Bid Sheet -2025 Sanitary Manhole Rehabilitation
4. 2025 Sanitary MH Rehabilitation Project - Final Bid Tab
5. RES - making award
6. RES - approving contract
7. 2025 Sanitary MH Rehab Project - Location Map
8. Contract - Visu-Sewer LLC



**PUBLIC HEARING 2025-36**

**5:30 P.M.**

**APRIL 21, 2025**

**PROPOSED 2025 SANITARY MANHOLE REHABILITATION**

---

**Mayor:**

This is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for construction of certain public improvements described in general as construction of the 2025 PCC Sanitary Manhole Rehabilitation project. Notice of this hearing was published in the Des Moines Register on the 4<sup>th</sup> day of April, 2025.

**Mayor:**

“HAS ANY WRITTEN CORRESPONDENCE BEEN RECEIVED FOR THIS HEARING?”

**City Clerk:**

None in the Clerk’s Office

**Mayor:**

“I would like to request, at this time, Don Clark, Municipal Utilities Director, provide a report to the Council on said project.”

After Report:

“Because this is a Public Hearing those wishing to be heard for or against the proposed project, please either approach the podium, or if you are attending electronically, raise your electronic hand, or press star 9 (\*9). When you are called upon, give your name and address for the record.”

**After any comments from the audience, Mayor states: “We need to take the following action”:**

- ☐ Consider **MOTION** to close Public Hearing 2025-36.
- ☐ Consider motion to adopt 1) **RESOLUTION** adopting plans, specifications, form of contract and estimate of cost \$327,235.00; 2) receive and file report of bids received April 15, 2025; 3) adopt **RESOLUTION** making award of construction contract with Visu-Sewer, LLC in the amount of \$146,340.00; and 4) adopt **RESOLUTION** approving contract and bonds with Visu-Sewer, LLC in the amount of \$146,340.00.

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2025 SANITARY MANHOLE REHABILITATION PROJECT", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

### **RESOLUTION**

#### **RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2025 SANITARY MANHOLE REHABILITATION PROJECT**

WHEREAS, on the 17<sup>th</sup> day of March, 2025, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the 2025 Sanitary Manhole Rehabilitation Project; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law.

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

Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.



PASSED AND APPROVED this 21st day of April, 2025.

---

Mayor

ATTEST:

---

City Clerk

BID LETTING

10:30 A.M.

APRIL 15, 2025

2025 SANITARY MANHOLE REHABILITATION

The purpose of this meeting is to receive, open and tabulate bids for construction of the 2025 Sanitary Manhole Rehabilitation project in accordance with the Plans and Specifications prepared by City of Ankeny Development Engineering.

Don Clark, Director of Municipal Utilities  
Amy Quartell, City Engineer

Project Estimate of Cost \$ 327,235<sup>00</sup>

| Bid<br>Bond<br>(10%)           | Bidder/Address                                                       | Bid Amount               | Addenda (none)<br>Acknowledged |
|--------------------------------|----------------------------------------------------------------------|--------------------------|--------------------------------|
| 1) ✓                           | Havens Construction<br>9400 Liberty Drive<br>Liberty MO 64068        | \$ 274,795 <sup>00</sup> |                                |
| 2) ✓                           | Critical Pipeline Repair LLC<br>6457 N Rector Rd<br>Madison IN 47250 | \$ 343,035 <sup>18</sup> |                                |
| 3) ✓                           | Hydro-Klean LLC<br>333 NW 49th Place<br>Des Moines IA 50313          | \$ 240,170 <sup>00</sup> |                                |
| * 4) ✓                         | Visu-Sewer LLC<br>W 230 N 4855 Baker Dr<br>Pewaukee WI 50372         | \$ 146,340 <sup>00</sup> |                                |
| 5) —<br>Incomplete<br>proposal | Ram Jack<br>3079 Ellington Dr<br>Milan, TN                           | \$ 300,250 <sup>00</sup> |                                |
| 6) —                           |                                                                      |                          |                                |

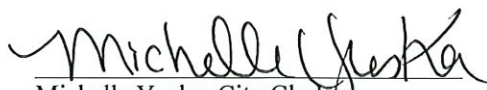
\*Apparent Low Bidder

| Bid<br>Bond<br>(10%) | Bidder/Address          | Bid Amount | Addenda (none)<br>Acknowledged |
|----------------------|-------------------------|------------|--------------------------------|
| 7) _____             | _____<br>_____<br>_____ | _____      | _____                          |
| 8) _____             | _____<br>_____<br>_____ | _____      | _____                          |
| 9) _____             | _____<br>_____<br>_____ | _____      | _____                          |
| 10) _____            | _____<br>_____<br>_____ | _____      | _____                          |
| 11) _____            | _____<br>_____<br>_____ | _____      | _____                          |
| 12) _____            | _____<br>_____<br>_____ | _____      | _____                          |
| 13) _____            | _____<br>_____<br>_____ | _____      | _____                          |

\*Apparent Low Bidder

Bids will be reviewed and further action taken by the City Council at their next regular meeting of April 21, 2025 at 5:30 P.M.

ATTEST:

  
Michelle Yuska, City Clerk

  
~~Amy Quartell, City Engineer~~  
DON CLARK, DIRECTOR OF MUNICIPAL UTILITIES

**City of Ankeny**  
**Municipal Utilities Department**  
**2025 Sanitary Manhole Rehabilitation Project**  
**BID TABULATION**  
April 15, 2025

|                                                                  |                                      |      | Engineer's Estimate |             |              | The Havens Construction Co., Inc. |             |              | Critical Pipeline Repair LLP |             |              |
|------------------------------------------------------------------|--------------------------------------|------|---------------------|-------------|--------------|-----------------------------------|-------------|--------------|------------------------------|-------------|--------------|
| No.                                                              | Item Description                     | Unit | Quantity            | Unit Price  | Total        | Quantity                          | Unit Price  | Total        | Quantity                     | Unit Price  | Total        |
| 1.01                                                             | Manhole Lining, 48" diameter manhole | VF   | 881                 | \$310.00    | \$273,110.00 | 881                               | \$245.00    | \$215,845.00 | 881                          | \$344.26    | \$303,293.06 |
| 1.02                                                             | Manhole Lining, 60" diameter manhole | VF   | 43                  | \$375.00    | \$16,125.00  | 43                                | \$400.00    | \$17,200.00  | 43                           | \$292.84    | \$12,592.12  |
| 8.01                                                             | Traffic Control                      | LS   | 1                   | \$8,000.00  | \$8,000.00   | 1                                 | \$2,750.00  | \$2,750.00   | 1                            | \$9,500.00  | \$9,500.00   |
| 9.01                                                             | Mobilization                         | LS   | 1                   | \$30,000.00 | \$30,000.00  | 1                                 | \$39,000.00 | \$39,000.00  | 1                            | \$17,650.00 | \$17,650.00  |
|                                                                  |                                      |      |                     |             |              |                                   |             |              |                              |             |              |
| Total Bid =                                                      |                                      |      | \$327,235.00        |             |              | \$274,795.00                      |             |              | \$343,035.18                 |             |              |
|                                                                  |                                      |      |                     |             |              |                                   |             |              |                              |             |              |
|                                                                  |                                      |      | Hydro-Klean LLC     |             |              | Visu-Sewer LLC                    |             |              | Ram Jack                     |             |              |
| No.                                                              | Item Description                     | Unit | Quantity            | Unit Price  | Total        | Quantity                          | Unit Price  | Total        | Quantity                     | Unit Price  | Total        |
| 1.01                                                             | Manhole Lining, 48" diameter manhole | LF   | 881                 | \$250.00    | \$220,250.00 | 881                               | \$145.00    | \$127,745.00 | 881                          |             | \$0.00       |
| 1.02                                                             | Manhole Lining, 60" diameter manhole | LF   | 43                  | \$290.00    | \$12,470.00  | 43                                | \$165.00    | \$7,095.00   | 43                           |             | \$0.00       |
| 8.01                                                             | Traffic Control                      | LS   | 1                   | \$3,500.00  | \$3,500.00   | 1                                 | \$5,500.00  | \$5,500.00   | 1                            |             | \$0.00       |
| 9.01                                                             | Mobilization                         | LS   | 1                   | \$3,950.00  | \$3,950.00   | 1                                 | \$6,000.00  | \$6,000.00   | 1                            |             | \$0.00       |
|                                                                  |                                      |      |                     |             |              |                                   |             |              |                              |             |              |
| Total Bid =                                                      |                                      |      | \$240,170.00        |             |              | \$146,340.00                      |             |              | *Non-Responsive Bid \$0.00   |             |              |
| *Bidder deemed Non-Responsive due to missing Bid Bond/documents. |                                      |      |                     |             |              |                                   |             |              |                              |             |              |

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 SANITARY MANHOLE REHABILITATION PROJECT", and moved:

☒ that the Resolution be adopted.

☐ ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at \_\_\_\_\_ .M. on \_\_\_\_\_, 2025, at this place.

Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

### **RESOLUTION**

#### **RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 SANITARY MANHOLE REHABILITATION PROJECT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, STATE OF IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as the 2025 Sanitary Manhole Rehabilitation Project, described in the plans and specifications heretofore adopted by this Council on April 21, 2025, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: Visu-Sewer, LLC of Pewaukee, Wisconsin

Amount of bid: \$146,340.00

Portion of project: All construction work



Section 2. That the Mayor and Clerk are hereby directed to execute the contract with the contractor for the construction of the public improvements, such contract not to be binding on the City until approved by this Council.

PASSED AND APPROVED this 21st day of April, 2025.

---

Mayor

ATTEST:

---

City Clerk

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE 2025 SANITARY MANHOLE REHABILITATION PROJECT", and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

**RESOLUTION**

**RESOLUTION APPROVING CONSTRUCTION CONTRACT  
AND BOND FOR THE 2025 SANITARY MANHOLE  
REHABILITATION PROJECT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, STATE OF IOWA:

That the construction contract and bond executed and insurance coverage for the construction of certain public improvements described in general as the 2025 Sanitary Manhole Rehabilitation Project, and as described in detail in the plans and specifications heretofore approved, and which have been signed by the Mayor and Clerk on behalf of the City be and the same are hereby approved as follows:

Contractor: Visu-Sewer, LLC of Pewaukee, Wisconsin

Amount of bid: \$146,340.00

Bond surety: \_\_\_\_\_

Date of bond: \_\_\_\_\_

Portion of project: All construction work

PASSED AND APPROVED this 21<sup>st</sup> day of April, 2025.

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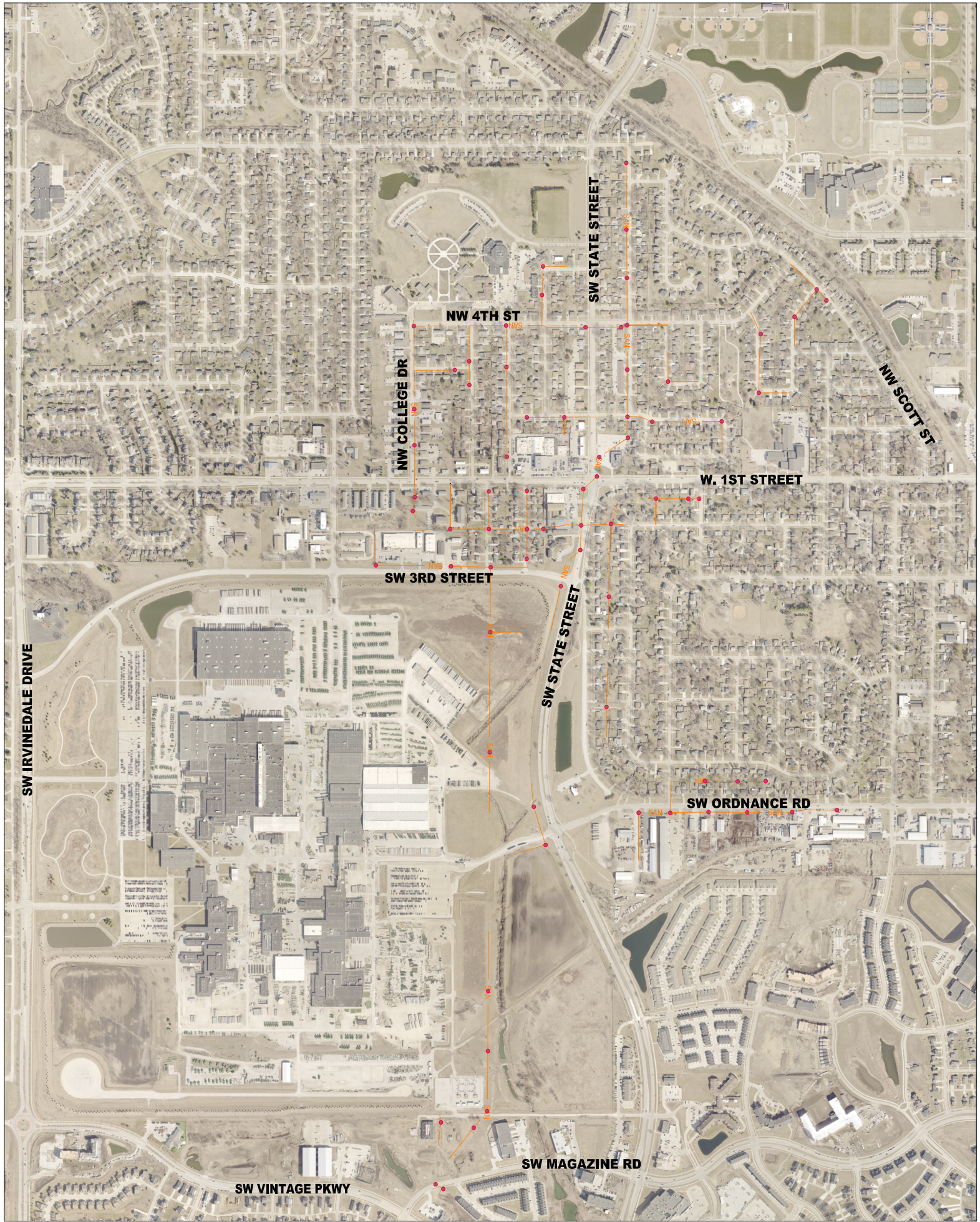
Mayor

ATTEST:

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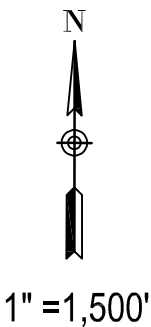
City Clerk





# 2025 SANITARY MANHOLE REHABILITATION PROJECT LOCATION MAP

CITY OF ANKENY  
POLK COUNTY, IOWA





## CONTRACT

THIS CONTRACT, made and entered into at **Ankeny, Iowa** this 18th day of April, 2025, by and between the **City of Ankeny, Iowa** by its **Mayor**, upon order of its **City Council** hereinafter called the "Jurisdiction," and Visu-Sewer, LLC, hereinafter called the "Contractor."

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the Contract Documents, which are officially on file with the Jurisdiction, in the Ankeny Public Services Building. This Contract includes all Contract Documents. The work under this Contract shall be constructed in accordance with the SUDAS Standard Specifications, Most Recent Edition, and as further modified by the Supplemental Specifications and Special Provisions included in said Contract Documents. The Contractor further agrees to complete the work in strict accordance with said Contract Documents, and to guarantee the work as required by law, for the time required in said Contract Documents, after its acceptance by the Jurisdiction.

This Contract is awarded and executed for completion of the work specified in the Contract Documents for the bid prices shown on the Contract Attachment: Bid Items, Quantities, and Prices, which were proposed by the Contractor in its Proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvement:

### 2025 SANITARY MANHOLE REHABILITATION PROJECT

**The 2025 Sanitary Manhole Rehabilitation Project includes the restoration/repair of aging sanitary sewer manholes across various locations within the City limits.**

**The scope of construction includes the inspection, cleaning, surface preparation, and application of high strength liners utilizing polymer or cementitious methods. This project will reduce inflow and infiltration (I/I), and extend the life of the manholes. The proposed project includes the rehabilitation of 74 manholes (72- 48", two 60") with a total vertical depth of 924 LF.**

**Other associated improvements include temporary traffic control, mobilization, and miscellaneous associated work necessary to complete the project.**

The Contractor agrees to perform said work for and in consideration of the Jurisdiction's payment of the bid amount of One Hundred Forty Six Thousand Three Hundred Forty and 00/100 DOLLARS (\$ 146,340.00 ), which amount shall constitute the required amount of the Performance, Payment, and Maintenance Bond. The Contractor hereby agrees to commence work under this Contract on or before a date to be specified in a written Notice to Proceed by the Jurisdiction; and to complete the project as described in the Notice to Bidders and Notice of Public Hearing as noted below:

The Contractor shall fully complete the overall project no later than **October 31, 2025**. Full completion for the overall project shall be defined as all work including punch list items completed, and all improvements ready for final acceptance. Should the Contractor fail to fully complete the work in this timeframe, liquidated damages of **Six Hundred Dollars (\$600.00) per calendar day** will be assessed for work not fully completed within the designated Contract term(s).



IN WITNESS WHEREOF, the Parties hereto have executed this instrument, ~~in triplicate~~ on the date first shown written.

**JURISDICTION:**

By \_\_\_\_\_  
Bobbi B. Bentz, Mayor

(Seal)  
ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**CONTRACTOR:**

Visu-Sewer, LLC  
Contractor

By Keith M. Alexander  
Signature  
KEITH M. ALEXANDER  
PRESIDENT/CEO  
Title

W230 N4855 Betker Drive  
Street Address

Pewaukee, WI 53072  
City, State, Zip Code

262-695-2340  
Telephone



**CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:**

1. All Contractors: The Contractor shall enter its Public Registration Number C 0 9 0 7 - 8 7 issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.
2. Out-of-State Contractors:
  - A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the Division of Labor Services of the Iowa Department of Workforce Development. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.
  - B. Prior to entering into contract, the designated low bidder, if it is a corporation organized under the laws of a state other than Iowa, shall file with the Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all the provisions of Chapter 490 of the Iowa Code, or as amended, governing foreign corporations.

**NOTE:**

1. **All signatures on this Contract must be original signatures in ink; copies, facsimiles, or electronic signatures will not be accepted.**

CORPORATE ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me known, who, being by me duly sworn, did say that they are the \_\_\_\_\_, and \_\_\_\_\_, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that \_\_\_\_\_ and \_\_\_\_\_ acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

PARTNERSHIP ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

INDIVIDUAL ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me known to be the identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed the instrument as (his) (her) (their) voluntary act and deed.

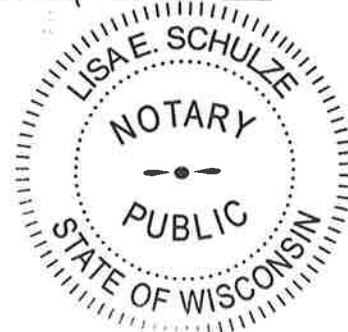
\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of WISCONSIN )  
 ) SS  
WAUKESHA County)

On this 18<sup>TH</sup> day of APRIL, 2025, before me a Notary Public in and for said county, personally appeared KEITH M. ALEXANDER, to me personally known, who being by me duly sworn did say that person is PRESIDENT / CEO of said VISU-SEWER, LLC, that (the seal affixed to said instrument is the seal of said ~~OR no seal has been procured by the said~~ VISU-SEWER, LLC), and that said instrument was signed and sealed on behalf of the said VISU-SEWER, LLC, by authority of its managers and the said VISU-SEWER, LLC acknowledged the execution of said instrument to be the voluntary act and deed of said VISU-SEWER, LLC, by it voluntarily executed.

Lisa E. Schulze  
\_\_\_\_\_  
Notary Public in and for the State of WISCONSIN  
My commission expires FEBRUARY 21, 2027



**CONTRACT ATTACHMENT: BID ITEMS, QUANTITIES, AND PRICES**

This Contract is awarded and executed for completion of the work specified in the Contract Documents for the bid prices tabulated below as proposed by the Contractor in its Proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing. All quantities are subject to revision by the Jurisdiction. Quantity changes that amount to 20% or less of the amount bid shall not affect the unit bid price.

| ITEM NO. | ITEM                                 | UNIT | TOTAL | UNIT PRICE  | TOTAL PRICE   |
|----------|--------------------------------------|------|-------|-------------|---------------|
|          | STRUCTURES FOR SANITARY SEWERS       |      |       |             |               |
| 1.01     | Manhole Lining, 48" diameter manhole | VF   | 881   | \$ 1.45     | \$ 127,745.00 |
| 1.02     | Manhole Lining, 60" diameter manhole | VF   | 43    | \$ 165.00   | \$ 7,095.00   |
|          |                                      |      |       |             |               |
|          | TRAFFIC                              |      |       |             |               |
| 8.01     | Traffic Control                      | LS   | 1     | \$ 5,500.00 | \$ 5,500.00   |
|          | MISCELLANEOUS                        |      |       |             |               |
| 9.01     | Mobilization                         | LS   | 1     | \$ 6,000.00 | \$ 6,000.00   |

**TOTAL CONTRACT AMOUNT =****\$ 146,340.00**

Surety Bond No. SPA150407\_119

**PERFORMANCE, PAYMENT, AND MAINTENANCE BOND**

KNOW ALL BY THESE PRESENTS:

That we, Visu-Sewer, LLC, as Principal (hereinafter the "Contractor" or "Principal") and SiriusPoint America Insurance Company, as Surety, are held and firmly bound unto the **City of Ankeny, Iowa**, as Obligee, (hereinafter referred to as the "Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of One Hundred Forty Six Thousand Three Hundred Forty and 00/10 DOLLARS (\$ 146,340.00), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives, and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the 18th day of April, 2025, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvement:

**2025 SANITARY MANHOLE REHABILITATION PROJECT**

**The 2025 Sanitary Manhole Rehabilitation Project includes the restoration/repair of aging sanitary sewer manholes across various locations within the City limits.**

**The scope of construction includes the inspection, cleaning, surface preparation, and application of high strength liners utilizing polymer or cementitious methods. This project will reduce inflow and infiltration (I/I), and extend the life of the manholes. The proposed project includes the rehabilitation of 74 manholes (72- 48", two 60") with a total vertical depth of 924 LF.**

**Other associated improvements include temporary traffic control, mobilization, and miscellaneous associated work necessary to complete the project.**

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this Bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvement, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default or failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.



2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.
3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:
- A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of **four (4)** years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work; If manufacturer's warranty exceeds four (4) years, then the manufacturer's warranty shall govern the maintenance period.
  - B. To keep all work in continuous good repair; and
  - C. To pay the Jurisdiction's reasonable costs of monitoring and inspecting to assure that any defects are remedied, and to repair the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.
4. **GENERAL:** Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
- A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
  - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this Bond shall then be released as to such excess increase; and
  - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.
  - D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.

- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys' fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this Bond shall not exceed 125% of the penal sum of this Bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be **Polk County, State of Iowa**. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all of the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, ~~in triplicate~~, this 18th day of April, 2025.

**PRINCIPAL:**

Visu-Sewer, LLC

Contractor

By



Signature

KEITH M. ALEXANDER

PRESIDENT/CEO

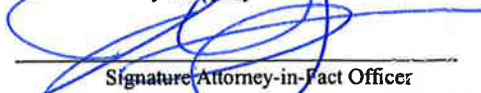
Title

**SURETY:**

SiriusPoint America Insurance Company

Surety Company

By



Signature Attorney-in-Fact Officer

Jonathan Lucas, Attorney-in-Fact

Printed Name of Attorney-in-Fact Officer

Marsh & McLennan Agency, LLC

Company Name

17335 Golf Parkway, Suite 450

Company Address

Brookfield, WI 53045

City, State, Zip Code

262-785-9490

Company Telephone Number

**NOTE:**

1. All signatures on this Performance, Payment, and Maintenance Bond must be original signatures in ink; copies, facsimiles, or electronic signatures will not be accepted.
2. This Bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this Bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this Bond must be exactly as listed on the Certificate or Power of Attorney accompanying this Bond.

**POWER OF ATTORNEY  
SIRIUSPOINT AMERICA INSURANCE COMPANY  
NEW YORK**

**MMANBE01\_1123**

**KNOW ALL MEN BY THESE PRESENTS:** That SiriusPoint America Insurance Company (the "Company"), a New York corporation, having its principal office in the City of New York, pursuant to the following Resolution, which was adopted on August 27, 2024 by Unanimous Written Consent of the Board of the Directors of the Company, to wit:

**RESOLVED**, that the President, Senior Vice President, Chief Financial Officer, Secretary or the Assistant Secretary is hereby authorized to execute Powers of Attorney appointing as attorneys-in-fact selected employees of certain surety companies who shall have the power for and on behalf of the Company to execute and affix the seal of the Company to surety contracts as co-surety.

Does hereby nominate, constitute and appoint:

Christopher K. Hovden, Brittany A. Schmidt, Jonathan Lucas, Danielle Hernandez

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) and to bind the Company thereby as fully and to the same extent as of same were signed by the duly authorized officers of the Company, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

\$62,687,000 single bond limit

All acts of said attorneys-in-fact pursuant to the authorities herein given are hereby ratified and confirmed. The President, Senior Vice President, Chief Financial Officer, Secretary or Assistant Secretary may from time to time and at any time remove such appointee and remove the power given to him or her.

The execution of such bonds or undertakings in pursuance of these presents, within one year of the date of these present, shall be binding under said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in New York, New York, in their own proper persons.

**IN WITNESS WHEREOF**, SiriusPoint America Insurance Company has caused its corporate seal to be hereunto affixed and these presents to be signed by its President this tenth day of October, 2024.

SiriusPoint America Insurance Company



State of New York  
County of New York

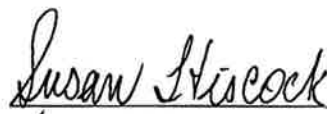
  
Paul Mihulka  
President

On this tenth day of October 2024, before me a Notary Public of the State of New York, in and for the County of New York, duly commissioned and qualified, came Paul Mihulka, President, of SiriusPoint America Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company, referred to in the preceding instrument is now in force.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed my official seal.



STATE OF New York  
COUNTY OF New York

  
Notary Public  
My Commission expires Dec. 5, 2026

I, Paul Mihulka, President of SiriusPoint America Insurance Company, a New York corporation, do hereby certify that the above and foregoing is a full, true and correct copy of Power of Attorney, is still in full force and effect and has not been revoked.

**IN WITNESS WHEREOF**, I have hereunto set my hand, and affixed the Seal of said Company, on the 18th day of April, 2025



  
Paul Mihulka  
President



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-37      Proposed 2025 Sanitary Manhole Grouting Project

ORIGINATING DEPARTMENT  
Municipal Utilities

COUNCIL GOAL  
Upgrade Essential Infrastructure

ACTION REQUESTED

Resolution  
Public Hearing

LEGAL

Item reviewed by legal counsel

EXECUTIVE SUMMARY

The 2025 Sanitary Manhole Grouting Project includes the elimination of infiltration/inflow into sanitary sewer manholes that are otherwise structurally sound, using various products and methods either singularly or in combination. The project encompasses various locations within the City limits. The scope of construction includes the inspection, cleaning, surface preparation, and application of chemical grout to seal leaks and prevent infiltration. There are 28 manholes that will be grouted with the proposed project. Other associated improvements include temporary traffic control, mobilization, and miscellaneous associated work necessary to complete the project.

The bid opening for this project was held on Tuesday, April 15, 2025. Four(4) bids were received as follows:

|                               |              |
|-------------------------------|--------------|
| National Power Rodding        | \$156,500.00 |
| Critical Pipeline Repair, LLP | \$79,573.00  |
| Hydro-Klean, LLC              | \$54,500.00  |
| Visu-Sewer, LLC               | \$33,800.00  |

The Engineer's Estimate for the project was \$81,200.00. The bid was approximately 58% under the engineer's estimate. Visu-Sewer, LLC has completed similar projects in the metro, and they have the technical experience and the capacity to complete this project. The Municipal Utilities Department recommends awarding the 2025 Sanitary Manhole Grouting Project to Visu-Sewer, LLC, of Pewaukee, Wisconsin.

Pending project approval and award by the City Council, the contractor will be required to start the project no later than April 28, 2025.



The contractor will have until October 31, 2025, to fully complete the overall project.

#### CITY MANAGER/STAFF RECOMMENDATIONS:

It is recommended that the Council take the following action:

1. Hold a hearing on the proposed Contract Documents (plans, specifications, and form of contract) and estimated cost (\$81,200.00).
2. Approve Resolution, adopting said plans, specifications, form of contract, and estimated cost for the 2025 Sanitary Manhole Grouting Project.
3. Receive and file the report of bids received on April 15, 2025.
4. Approve Resolution, making award of the construction contract to Visu-Sewer, LLC, of Pewaukee, Wisconsin.
5. Approve Resolution, approving contract and bonds with Visu-Sewer, LLC in the amount of \$33,800.00.

#### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

March 17, 2025: The City Council approved a Resolution ordering construction and setting the bid opening date as April 15, 2025, and setting the public hearing date as April 21, 2025.

#### FISCAL IMPACT

#### PUBLIC OUTREACH EFFORTS

#### ACTION REQUESTED

**Consider motion to close Public Hearing 2025-37.**

**Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract, estimate of cost \$81,200.00; 2) receive and file report of bids received April 15, 2025; 3) RESOLUTION making award of the construction contract with Visu-Sewer, LLC in the amount of \$33,800.00; and 4) RESOLUTION approving contract and bonds with Visu-Sewer, LLC, in the amount of \$33,800.00.**

#### ATTACHMENTS

1. PH Coversheet
2. RES - plans, specs
3. Bid Sheet -2025 Sanitary Manhole Grouting
4. 2025 Sanitary MH Grouting Project - Final Bid Tab
5. RES - making award
6. RES - approving contract
7. 2025 Sanitary MH Grouting - Location Map
8. Contract - Visu-Sewer LLC



**PUBLIC HEARING 2025-37**

**5:30 P.M.**

**APRIL 21, 2025**

**PROPOSED 2025 SANITARY MANHOLE GROUTING**

---

**Mayor:**

This is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for construction of certain public improvements described in general as construction of the 2025 PCC Sanitary Manhole Grouting project. Notice of this hearing was published in the Des Moines Register on the 4<sup>th</sup> day of April, 2025.

**Mayor:**

“HAS ANY WRITTEN CORRESPONDENCE BEEN RECEIVED FOR THIS HEARING?”

**City Clerk:**

None in the Clerk’s Office

**Mayor:**

“I would like to request, at this time, Don Clark, Municipal Utilities Director, provide a report to the Council on said project.”

**After Report:**

“Because this is a Public Hearing those wishing to be heard for or against the proposed project, please either approach the podium, or if you are attending electronically, raise your electronic hand, or press star 9 (\*9). When you are called upon, give your name and address for the record.”

**After any comments from the audience, Mayor states: “We need to take the following action”:**

- ☐ Consider **MOTION** to close Public Hearing 2025-37.
- ☐ Consider motion to adopt 1) **RESOLUTION** adopting plans, specifications, form of contract and estimate of cost \$81,200.00; 2) receive and file report of bids received April 15, 2025; 3) adopt **RESOLUTION** making award of construction contract with Visu-Sewer, LLC in the amount of \$33,800.00; and 4) adopt **RESOLUTION** approving contract and bonds with Visu-Sewer, LLC in the amount of \$33,800.00.

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2025 SANITARY MANHOLE GROUTING PROJECT", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

### **RESOLUTION**

#### **RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE 2025 SANITARY MANHOLE GROUTING PROJECT**

WHEREAS, on the 17<sup>th</sup> day of March, 2025, plans, specifications, form of contract and estimate of cost were filed with the Clerk for the construction of certain public improvements described in general as the 2025 Sanitary Manhole Grouting Project; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for the public improvements was published as required by law.

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

Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 21st day of April, 2025.

---

Mayor

ATTEST:

---

City Clerk

BID LETTING

10:30 A.M.

APRIL 15, 2025

2025 SANITARY MANHOLE GROUTING

The purpose of this meeting is to receive, open and tabulate bids for construction of the 2025 Sanitary Manhole Grouting project in accordance with the Plans and Specifications prepared by City of Ankeny Development Engineering.

*Don Clark, Director of Municipal Utilities*  
~~Amy Quartell, City Engineer~~

Project Estimate of Cost \$ 81,200<sup>00</sup>

| Bid<br>Bond<br>(10%) | Bidder/Address                                                        | Bid Amount               | Addenda (none)<br>Acknowledged |
|----------------------|-----------------------------------------------------------------------|--------------------------|--------------------------------|
| 1) ✓                 | National Power Rodding<br>2500 W Arthington St<br>Chicago IL 60612    | \$ 156,500 <sup>00</sup> |                                |
| 2) ✓                 | Critical Pipeline Repair LLC<br>6457 N Rector Rd<br>Madison, IN 47250 | \$ 79,573 <sup>00</sup>  |                                |
| 3) ✓                 | Hydro-Klean LLC<br>333 49th Place<br>Des Moines IA 50313              | \$ 54,800 <sup>00</sup>  |                                |
| * 4) ✓               | Visu-Sewer<br>W230 N4855 Botker Dr<br>Pewaukee, WI 53072              | \$ 33,800 <sup>00</sup>  |                                |
| 5) _____             | _____                                                                 | _____                    | _____                          |
| 6) _____             | _____                                                                 | _____                    | _____                          |

\* Apparent Low Bidder

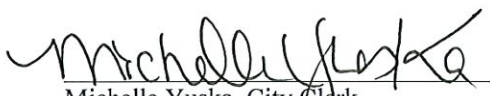


| Bid<br>Bond<br>(10%) | Bidder/Address          | Bid Amount | Addenda (none)<br>Acknowledged |
|----------------------|-------------------------|------------|--------------------------------|
| 7) _____             | _____<br>_____<br>_____ | _____      | _____                          |
| 8) _____             | _____<br>_____<br>_____ | _____      | _____                          |
| 9) _____             | _____<br>_____<br>_____ | _____      | _____                          |
| 10) _____            | _____<br>_____<br>_____ | _____      | _____                          |
| 11) _____            | _____<br>_____<br>_____ | _____      | _____                          |
| 12) _____            | _____<br>_____<br>_____ | _____      | _____                          |
| 13) _____            | _____<br>_____<br>_____ | _____      | _____                          |

\*Apparent Low Bidder

Bids will be reviewed and further action taken by the City Council at their next regular meeting of April 21, 2025 at 5:30 P.M.

ATTEST:

  
Michelle Yuska, City Clerk

  
~~Amy Quartell, City Engineer.~~  
DON CYREK, DIRECTOR OF MUNICIPAL UTILITIES

City of Ankeny  
Municipal Utilities Department  
2025 Sanitary Manhole Grouting Project  
BID TABULATION  
April 15, 2025

|             |                                            |      | Engineer's Estimate |             |             | National Power Rodding Corp |             |             | Critical Pipeline Repair, LLP |            |             |
|-------------|--------------------------------------------|------|---------------------|-------------|-------------|-----------------------------|-------------|-------------|-------------------------------|------------|-------------|
| No.         | Item Description                           | Unit | Quantity            | Unit Price  | Total       | Quantity                    | Unit Price  | Total       | Quantity                      | Unit Price | Total       |
| 1.01        | Chemical Grouting of manholes              | EA   | 28                  | \$1,600.00  | \$44,800.00 | 28                          | \$3,000.00  | \$84,000.00 | 28                            | \$2,163.18 | \$60,569.04 |
| 1.02        | Encrustation and Scale Removal (as needed) | LS   | 1                   | \$8,400.00  | \$8,400.00  | 1                           | \$7,500.00  | \$7,500.00  | 1                             | \$7,800.00 | \$7,800.00  |
| 8.01        | Traffic Control                            | LS   | 1                   | \$6,000.00  | \$6,000.00  | 1                           | \$25,000.00 | \$25,000.00 | 1                             | \$5,650.00 | \$5,650.00  |
| 9.01        | Mobilization                               | LS   | 1                   | \$22,000.00 | \$22,000.00 | 1                           | \$40,000.00 | \$40,000.00 | 1                             | \$5,554.00 | \$5,554.00  |
|             |                                            |      |                     |             |             |                             |             |             |                               |            |             |
| Total Bid = |                                            |      | \$81,200.00         |             |             | \$156,500.00                |             |             | \$79,573.04                   |            |             |

|             |                                            |      | Hydro-Klean, LLC |             |             | Visu-Sewer, LLC |            |             |
|-------------|--------------------------------------------|------|------------------|-------------|-------------|-----------------|------------|-------------|
| No.         | Item Description                           | Unit | Quantity         | Unit Price  | Total       | Quantity        | Unit Price | Total       |
| 1.01        | Chemical Grouting of manholes              | LF   | 28               | \$1,400.00  | \$39,200.00 | 28              | \$975.00   | \$27,300.00 |
| 1.02        | Encrustation and Scale Removal (as needed) | LF   | 1                | \$12,600.00 | \$12,600.00 | 1               | \$1,500.00 | \$1,500.00  |
| 8.01        | Traffic Control                            | LS   | 1                | \$1,500.00  | \$1,500.00  | 1               | \$1,500.00 | \$1,500.00  |
| 9.01        | Mobilization                               | LS   | 1                | \$1,500.00  | \$1,500.00  | 1               | \$3,500.00 | \$3,500.00  |
|             |                                            |      |                  |             |             |                 |            |             |
| Total Bid = |                                            |      | \$54,800.00      |             |             | \$33,800.00     |            |             |

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 SANITARY MANHOLE GROUTING PROJECT", and moved:

☒ that the Resolution be adopted.

☐ ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at \_\_\_\_\_ .M. on \_\_\_\_\_, 2025, at this place.

Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

### **RESOLUTION**

#### **RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE 2025 SANITARY MANHOLE GROUTING PROJECT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, STATE OF IOWA:

Section 1. That the following bid for the construction of certain public improvements described in general as the 2025 Sanitary Manhole Grouting Project, described in the plans and specifications heretofore adopted by this Council on April 21, 2025, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: Visu-Sewer, LLC of Pewaukee, Wisconsin

Amount of bid: \$33,800.00

Portion of project: All construction work

Section 2. That the Mayor and Clerk are hereby directed to execute the contract with the contractor for the construction of the public improvements, such contract not to be binding on the City until approved by this Council.

PASSED AND APPROVED this 21st day of April, 2025.

---

Mayor

ATTEST:

---

City Clerk

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE 2025 SANITARY MANHOLE GROUTING PROJECT", and moved its adoption. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

**RESOLUTION**

**RESOLUTION APPROVING CONSTRUCTION CONTRACT  
AND BOND FOR THE 2025 SANITARY MANHOLE  
GROUTING PROJECT**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, STATE OF IOWA:

That the construction contract and bond executed and insurance coverage for the construction of certain public improvements described in general as the 2025 Sanitary Manhole Grouting Project, and as described in detail in the plans and specifications heretofore approved, and which have been signed by the Mayor and Clerk on behalf of the City be and the same are hereby approved as follows:

Contractor: Visu-Sewer, LLC of Pewaukee, Wisconsin

Amount of bid: \$33,800.00

Bond surety: \_\_\_\_\_

Date of bond: \_\_\_\_\_

Portion of project: All construction work



PASSED AND APPROVED this 21<sup>st</sup> day of April, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

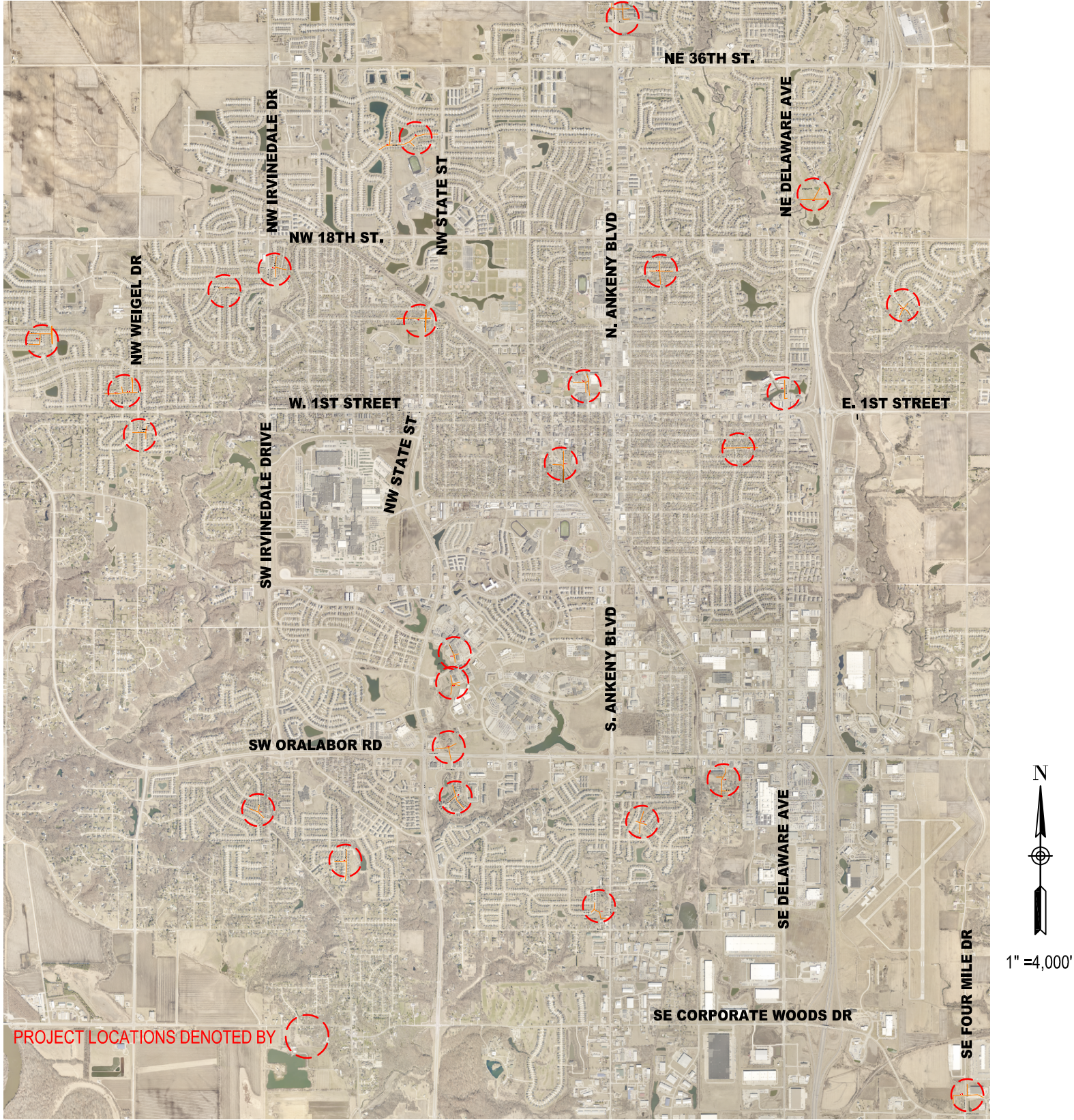
\_\_\_\_\_  
City Clerk



# 2025 SANITARY MANHOLE GROUTING PROJECT - LOCATION MAP

## CITY OF ANKENY

### POLK COUNTY, IOWA





## CONTRACT

THIS CONTRACT, made and entered into at **Ankeny, Iowa** this 18th day of April, 2025, by and between the **City of Ankeny, Iowa** by its **Mayor**, upon order of its **City Council** hereinafter called the "Jurisdiction," and Visu-Sewer, LLC, hereinafter called the "Contractor."

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the Contract Documents, which are officially on file with the Jurisdiction, in the Ankeny Public Services Building. This Contract includes all Contract Documents. The work under this Contract shall be constructed in accordance with the SUDAS Standard Specifications, Most Recent Edition, and as further modified by the Supplemental Specifications and Special Provisions included in said Contract Documents. The Contractor further agrees to complete the work in strict accordance with said Contract Documents, and to guarantee the work as required by law, for the time required in said Contract Documents, after its acceptance by the Jurisdiction.

This Contract is awarded and executed for completion of the work specified in the Contract Documents for the bid prices shown on the Contract Attachment: Bid Items, Quantities, and Prices, which were proposed by the Contractor in its Proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvement:

### 2025 SANITARY MANHOLE GROUTING PROJECT

**The 2025 Sanitary Manhole Grouting Project includes the elimination of infiltration/inflow into sanitary sewer manholes that are otherwise structurally sound, using various products and methods either singularly or in combination. The project encompasses various locations within the City limits.**

**The scope of construction includes the inspection, cleaning, surface preparation, and application of chemical grout to seal leaks and prevent infiltration. There are 28 manholes that will be grouted with the proposed project.**

**Other associated improvements include temporary traffic control, mobilization, and miscellaneous associated work necessary to complete the project.**

The Contractor agrees to perform said work for and in consideration of the Jurisdiction's payment of the bid amount of Thirty Three Thousand Eight Hundred and 00/100 DOLLARS (\$ 33,800.00), which amount shall constitute the required amount of the Performance, Payment, and Maintenance Bond. The Contractor hereby agrees to commence work under this Contract on or before a date to be specified in a written Notice to Proceed by the Jurisdiction; and to complete the project as described in the Notice to Bidders and Notice of Public Hearing as noted below:

The Contractor shall fully complete the overall project no later than **October 31, 2025**. Full completion for the overall project shall be defined as all work including punch list items completed, and all improvements ready for final acceptance. Should the Contractor fail to fully complete the work in this timeframe, liquidated damages of **Six Hundred (\$600.00) per calendar day** will be assessed for work not fully completed within the designated Contract term(s).

IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

**JURISDICTION:**

By \_\_\_\_\_  
Bobbi B. Bentz, Mayor

(Seal)  
ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**CONTRACTOR:**

Visu-Sewer, LLC

Contractor

By



Signature

KEITH M. ALEXANDER

PRESIDENT/CEO

Title

W230 N4855 Betker Drive

Street Address

Pewaukee, WI 53072

City, State, Zip Code

262-695-2340

Telephone



**CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:**

1. All Contractors: The Contractor shall enter its Public Registration Number C 0 9 0 7 - 8 7 issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.
2. Out-of-State Contractors:
  - A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the Division of Labor Services of the Iowa Department of Workforce Development. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.
  - B. Prior to entering into contract, the designated low bidder, if it is a corporation organized under the laws of a state other than Iowa, shall file with the Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all the provisions of Chapter 490 of the Iowa Code, or as amended, governing foreign corporations.

**NOTE:**

1. **All signatures on this Contract must be original signatures in ink; copies, facsimiles, or electronic signatures will not be accepted.**

CORPORATE ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me known, who, being by me duly sworn, did say that they are the \_\_\_\_\_, and \_\_\_\_\_, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that \_\_\_\_\_ and \_\_\_\_\_ acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

PARTNERSHIP ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

INDIVIDUAL ACKNOWLEDGMENT

State of \_\_\_\_\_ )  
 ) SS  
\_\_\_\_\_ County)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of \_\_\_\_\_, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me known to be the identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed the instrument as (his) (her) (their) voluntary act and deed.

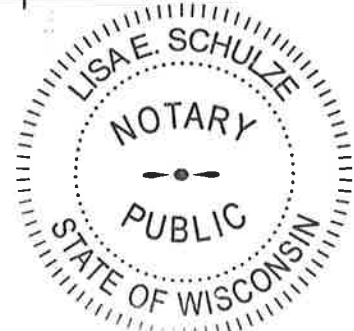
\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_  
My commission expires \_\_\_\_\_, 20\_\_\_\_

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of WISCONSIN )  
 ) SS  
WAUKESHA County)

On this 18<sup>TH</sup> day of APRIL, 2025, before me a Notary Public in and for said county, personally appeared KEITH M. ALEXANDER, to me personally known, who being by me duly sworn did say that person is PRESIDENT/CEO of said VISU-SEWER, LLC, that (the seal affixed to said instrument is the seal of said ~~OR no seal has been procured by the said~~ VISU-SEWER, LLC, and that said instrument was signed and sealed on behalf of the said VISU-SEWER, LLC, by authority of its managers and the said VISU-SEWER, LLC acknowledged the execution of said instrument to be the voluntary act and deed of said VISU-SEWER, LLC, by it voluntarily executed.

Lisa E. Schulze  
Notary Public in and for the State of WISCONSIN  
My commission expires FEBRUARY 21, 2027





**CONTRACT ATTACHMENT: BID ITEMS, QUANTITIES, AND PRICES**

This Contract is awarded and executed for completion of the work specified in the Contract Documents for the bid prices tabulated below as proposed by the Contractor in its Proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing. All quantities are subject to revision by the Jurisdiction. Quantity changes that amount to 20% or less of the amount bid shall not affect the unit bid price.

| ITEM NO. | ITEM                                       | UNIT | TOTAL | UNIT PRICE  | TOTAL PRICE  |
|----------|--------------------------------------------|------|-------|-------------|--------------|
|          | STRUCTURES FOR SANITARY SEWERS             |      |       |             |              |
| 1.01     | Chemical Grouting of manholes              | EA   | 28    | \$ 975.00   | \$ 27,300.00 |
| 1.02     | Encrustation and Scale Removal (as needed) | LS   | 1     | \$ 1,500.00 | \$ 1,500.00  |
|          |                                            |      |       |             |              |
|          | TRAFFIC                                    |      |       |             |              |
| 8.01     | Traffic Control                            | LS   | 1     | \$ 1,500.00 | \$ 1,500.00  |
|          | MISCELLANEOUS                              |      |       |             |              |
| 9.01     | Mobilization                               | LS   | 1     | \$ 3,500.00 | \$ 3,500.00  |

**TOTAL CONTRACT AMOUNT =****\$ 33,800.00**

**PERFORMANCE, PAYMENT, AND MAINTENANCE BOND**

KNOW ALL BY THESE PRESENTS:

That we, Visu-Sewer, LLC, as Principal (hereinafter the "Contractor" or "Principal") and SiriusPoint America Insurance Company, as Surety, are held and firmly bound unto the **City of Ankeny, Iowa**, as Oblige, (hereinafter referred to as the "Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Thirty Three Thousand Eight Hundred and 00/100 DOLLARS (\$33,800.00), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives, and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the 18th day of April, 2025, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvement:

**2025 SANITARY MANHOLE GROUTING PROJECT**

**The 2025 Sanitary Manhole Grouting Project includes the elimination of infiltration/inflow into sanitary sewer manholes that are otherwise structurally sound, using various products and methods either singularly or in combination. The project encompasses various locations within the City limits.**

**The scope of construction includes the inspection, cleaning, surface preparation, and application of chemical grout to seal leaks and prevent infiltration. There are 28 manholes that will be grouted with the proposed project.**

**Other associated improvements include temporary traffic control, mobilization, and miscellaneous associated work necessary to complete the project.**

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this Bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvement, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default or failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.

2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.
3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:
  - A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of **four (4)** years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work; If manufacturer's warranty exceeds four (4) years, then the manufacturer's warranty shall govern the maintenance period.
  - B. To keep all work in continuous good repair; and
  - C. To pay the Jurisdiction's reasonable costs of monitoring and inspecting to assure that any defects are remedied, and to repair the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.
4. **GENERAL:** Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
  - A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
  - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this Bond shall then be released as to such excess increase; and
  - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.
  - D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.

- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys' fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this Bond shall not exceed 125% of the penal sum of this Bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be Polk County, State of Iowa. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all of the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

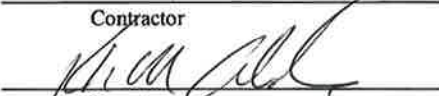
Witness our hands, ~~in triplicate~~, this 18th day of April, 2025.

**PRINCIPAL:**

Visu-Sewer, LLC

Contractor

By



Signature

KEITH M. ALEXANDER

PRESIDENT / CEO

Title

**SURETY:**

SiriusPoint America Insurance Company

Surety Company

By



Signature Attorney-in-Fact Officer

Jonathan Lucas, Attorney-in-Fact

Printed Name of Attorney-in-Fact Officer

Marsh & McLennan Agency, LLC

Company Name

17335 Golf Parkway, Suite 450

Company Address

Brookfield, WI 53045

City, State, Zip Code

262-785-9490

Company Telephone Number

**NOTE:**

1. All signatures on this Performance, Payment, and Maintenance Bond must be original signatures in ink; copies, facsimiles, or electronic signatures will not be accepted.
2. This Bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this Bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this Bond must be exactly as listed on the Certificate or Power of Attorney accompanying this Bond.



**POWER OF ATTORNEY  
SIRIUSPOINT AMERICA INSURANCE COMPANY  
NEW YORK**

**MMANBE01\_1123**

**KNOW ALL MEN BY THESE PRESENTS:** That SiriusPoint America Insurance Company (the "Company"), a New York corporation, having its principal office in the City of New York, pursuant to the following Resolution, which was adopted on August 27, 2024 by Unanimous Written Consent of the Board of the Directors of the Company, to wit:

**RESOLVED**, that the President, Senior Vice President, Chief Financial Officer, Secretary or the Assistant Secretary is hereby authorized to execute Powers of Attorney appointing as attorneys-in-fact selected employees of certain surety companies who shall have the power for and on behalf of the Company to execute and affix the seal of the Company to surety contracts as co-surety.

Does hereby nominate, constitute and appoint:

Christopher K. Hovden, Brittany A. Schmidt, Jonathan Lucas, Danielle Hernandez

Its true and lawful agent and attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and its act and deed any and all bonds, contracts, agreements of indemnity and other undertakings in suretyship (NOT INCLUDING bonds without a fixed penalty or financial guarantee) and to bind the Company thereby as fully and to the same extent as of same were signed by the duly authorized officers of the Company, provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

\$62,687,000 single bond limit

All acts of said attorneys-in-fact pursuant to the authorities herein given are hereby ratified and confirmed. The President, Senior Vice President, Chief Financial Officer, Secretary or Assistant Secretary may from time to time and at any time remove such appointee and remove the power given to him or her.

The execution of such bonds or undertakings in pursuance of these presents, within one year of the date of these present, shall be binding under said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in New York, New York, in their own proper persons.

**IN WITNESS WHEREOF**, SiriusPoint America Insurance Company has caused its corporate seal to be hereunto affixed and these presents to be signed by its President this tenth day of October, 2024.

SiriusPoint America Insurance Company



State of New York  
County of New York

  
Paul Mihulka  
President

On this tenth day of October 2024, before me a Notary Public of the State of New York, in and for the County of New York, duly commissioned and qualified, came Paul Mihulka, President, of SiriusPoint America Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and acknowledged the execution of the same, and being by me duly sworn, deposed and said that he is the officer of the said Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company, referred to in the preceding instrument is now in force.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed my official seal.



  
/ Notary Public  
My Commission expires Dec. 5, 2026

STATE OF New York  
COUNTY OF New York

I, Paul Mihulka, President of SiriusPoint America Insurance Company, a New York corporation, do hereby certify that the above and foregoing is a full, true and correct copy of Power of Attorney, is still in full force and effect and has not been revoked.

**IN WITNESS WHEREOF**, I have hereunto set my hand, and affixed the Seal of said Company, on the 18th day of April, 2025



  
Paul Mihulka  
President



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-38      Proposed vacation of an Ingress/Egress Easement located on Outlot X, Greystones at Prairie Trail Plat 1

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Public Hearing  
Ordinance – 1st Reading  
LEGAL

EXECUTIVE SUMMARY

DRA Properties, LC, has requested the vacation of an Ingress/Egress Easement located on Greystones at Prairie Trail Plat 1. The vacated easement will be replaced with another easement to facilitate the development of Greystones at Prairie Trail Plat 1.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the request to vacate the Ingress/Egress Easement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

Legal publication and notification.

ACTION REQUESTED

Consider motion to close Public Hearing 2025-38.

Consider motion to accept first consideration of ORDINANCE **2205**.

#### ATTACHMENTS

1. PH Coversheet
2. Ordinance
3. Easement Vacation Exhibit
4. Applicant Letter
5. Aerial Map



**PUBLIC HEARING 2025-38**

**5:30 P.M.**

**APRIL 21, 2025**

**PROPOSED VACATION OF AN INGRESS/EGRESS EASEMENT LOCATED ON OUTLOT X,  
GREYSTONES AT PRAIRIE TRAIL PLAT 1**

**Mayor:**

This is the time and place for a public hearing on the matter of the proposed Ordinance 2205 vacating an Ingress/Egress Easement, located on Outlot X, Greystones at Prairie Trail Plat 1.

Notice of this hearing was published in the Des Moines Register on the 11<sup>th</sup> day of April, 2025.

**Mayor:**

"Has any written correspondence been received regarding this proposed vacation"?

**City Clerk:**

None in the clerk's office.

**Mayor:**

"At this time, I would like to request Eric Jensen, Director of Community Development, provide a report to the Council on this proposed vacation."

**After Report:**

"Because this is a Public Hearing those wishing to be heard for or against the proposed vacation, please either approach the podium, or if you are attending electronically, raise your electronic hand, or press star 9 (\*9). When you are called upon, give your name and address for the record."

**After any comments from the audience, the Mayor states: "We need to take the following action":**

- ☐ Consider **MOTION** to close Public Hearing 2025-38.
- ☐ Consider **MOTION** to accept first consideration of ORDINANCE 2205.

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

Preparer Information: Deb Gervais, City of Ankeny, Iowa, 1210 NW Prairie Ridge Dr., Ankeny, IA 50023

Phone: 515-963-3558

**ORDINANCE XXXX**

**AN ORDINANCE VACATING AN INGRESS/EGRESS EASEMENT LOCATED ON  
OUTLOT X, GREYSTONES AT PRARIE TRAIL PLAT 1**

**WHEREAS**, pursuant to notice published in the manner required by law, on the 21<sup>st</sup> day of April 2025, this Council held a public hearing on a proposal to vacate an Ingress/Egress Easement as shown on the attached Exhibit “A”;

**WHEREAS**, this Council finds that all public purpose served by this easement is no longer necessary; and

**WHEREAS**, this Council has determined that it is in the best interest of the citizens of Ankeny that said Easement be vacated.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Ankeny, Iowa:

1. That the City of Ankeny does hereby vacate and release the portion of said easement as shown on the attached Exhibit “A”; and
2. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed; and
3. That this ordinance shall be in effect upon its final passage and publication as required by law.

**PASSED AND APPROVED** this 19<sup>th</sup> day of May 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

Attest:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE  
DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con \_\_\_\_\_ (P.Hrg.)  
2<sup>nd</sup> Con \_\_\_\_\_  
3<sup>rd</sup> Con \_\_\_\_\_**

LEGEND

- SUBJECT EASEMENT AREA
- EXISTING BOUNDARY LINE
- P.O.B.

POINT OF BEGINNING
- P.O.C.

EXISTING BOUNDARY LINE
- P.O.C.

POINT OF COMMENCEMENT

PREPARED FOR

CITY OF ANKENY

220 WEST 1ST STREET

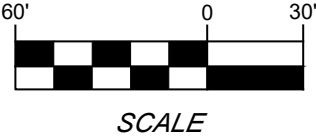
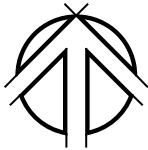
ANKENY, IOWA 50023

PROPRIETOR

DRA PROPERTIES, LC

1525 NE 36TH STREET

ANKENY, IOWA 50021



SCALE

SUBJECT PROPERTY LEGAL DESCRIPTION

OUTLOT X, GREYSTONES AT PRAIRIE TRAIL PLAT 1, LOCATED IN THE CITY OF ANKENY, POLK COUNTY, IOWA

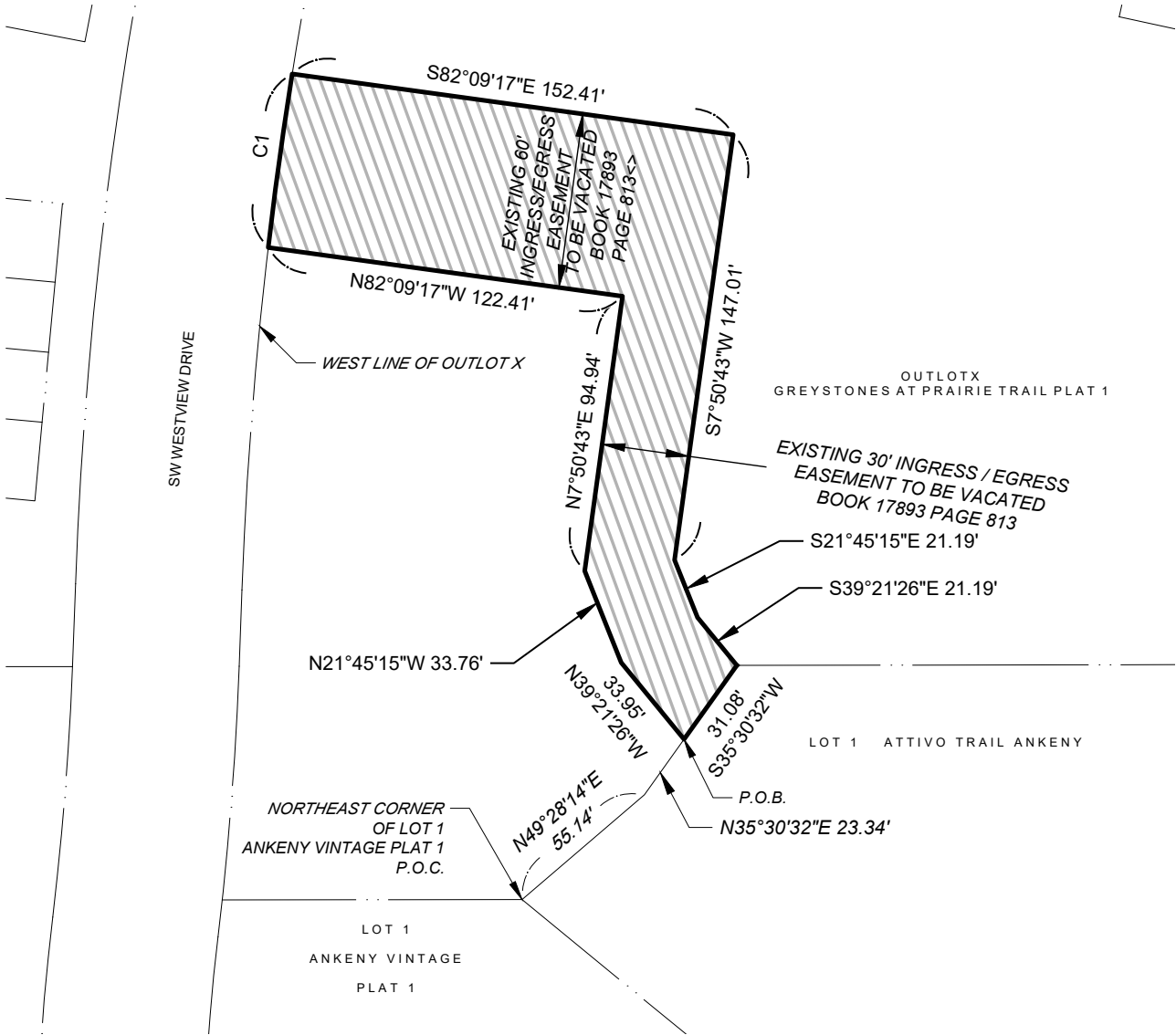
DESCRIPTION OF PROPOSED EASEMENT VACATION

THAT PART OF OUTLOT X, GREYSTONES AT PRAIRIE TRAIL PLAT 1, LOCATED IN THE CITY OF ANKENY, POLK COUNTY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS

COMMENCING AT THE NORTHEAST CORNER OF LOT 1, ANKENY VINTAGE PLAT 1, AN OFFICIAL PLAT, LOCATED IN THE CITY OF ANKENY, POLK COUNTY IOWA; THENCE N 49° 28' 14", A DISTANCE OF 55.14 FEET; THENCE N 35° 30' 32" E, A DISTANCE OF 23.34 FEET, TO THE POINT OF BEGINNING; THENCE N 39° 21' 26" W, A DISTANCE OF 33.95 FEET; THENCE N 21° 45' 15" W, A DISTANCE OF 33.76 FEET; THENCE N 7° 50' 43" E, A DISTANCE OF 94.94 FEET; THENCE N 82° 09' 17" W, A DISTANCE OF 122.41 FEET, TO THE WEST LINE OF SAID OUTLOT X; THENCE NORTHEASTERLY 60.00 FEET ALONG A CURVE TO THE RIGHT, ALONG SAID WEST LINE OF OUTLOT X, HAVING A RADIUS OF 1471.50 FEET, A DELTA ANGLE OF 2° 20' 11" AND A CHORD DISTANCE OF 60.00 FEET WHICH BEARS N 7° 50' 43" E; THENCE S 82° 09' 17" E, A DISTANCE OF 152.41 FEET; THENCE S 7° 50' 43" W, A DISTANCE OF 147.01 FEET; THENCE S 21° 45' 15" E, A DISTANCE OF 21.19 FEET; THENCE S 39° 21' 26" E, A DISTANCE OF 21.19 FEET; THENCE S 35° 30' 32" W, A DISTANCE OF 31.08 FEET, TO THE POINT OF BEGINNING. CONTAINING 0.311 ACRES (13,537 SQ. FT.) MORE OR LESS.

CURVE TABLE

| Curve # | Length | Radius   | Delta    | Chord Distance | Chord Bearing |
|---------|--------|----------|----------|----------------|---------------|
| C1      | 60.00' | 1471.50' | 2°20'11" | 60.00'         | N7°50'43"E    |



1933 SW MAGAZINE RD

ANKENY, IOWA

50023

(515) 965-0123 phone

www.nillesinc.com

PROJECT:

INGRESS & EGRESS EASEMENT VACATION EXHIBIT

LOCATION:

OUTLOT X - GREYSTONES AT PRAIRIE TRAIL PLAT 1

NAI No.:

24066

DRAWN BY:

TJM

DWG No.:

1/1

DATE:

03/31/2025

CHECKED BY:

ADS

SHEET TITLE:

EX-A





March 31, 2025

City of Ankeny  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50023

**RE: Outlot X, Greystones at Prairie Trail Plat 1 - Ingress & Egress Easement Vacation**

Planning and Building Director, Honorable Mayor and Members of the City Council:

On behalf of DRA Properties, LC, we respectfully submit this request to the City of Ankeny for the vacation of an existing ingress/egress easement in Greystones at Prairie Trail Plat 1.

The ingress/egress easement on Outlot X was originally established to provide access to Attivo Trail, south of the Greystones development. This easement was defined prior to the final development layout, and the access drive location has since been modified. Accordingly, we request the vacation of the existing easement, with a new ingress/egress easement to be dedicated in its proper location as part of the Final Plat for Greystones at Prairie Trail Plat 2.

We respectfully request the City's review and approval of this vacation requests and to allow the project to proceed. If you should have any questions or require any additional information, please feel free to contact me to discuss such items further.

Thank you very much for your time and consideration.

Sincerely,

Adam Schoeppner, PLS  
NILLES ASSOCIATES, INC.



1 inch = 200 feet  
Date: 4/1/2025

**Part of Outlot X, Greystones at Prairie Trail Plat 1  
Ingress/Egress Easement Vacation**





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-39      An Ordinance amending the code of ordinances of the City of Ankeny, Iowa, by amending Chapter 115 – provisions pertaining to MidAmerican’s Non-Exclusive Natural Gas Franchise.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL

ACTION REQUESTED  
Public Hearing  
Ordinance – 1st Reading  
LEGAL  
Legal Review Required

EXECUTIVE SUMMARY

The City is considering granting a renewal and amendment to the existing natural gas franchise agreement with MidAmerican Energy Company. The proposed franchise agreement will extend and modify the existing agreement, currently outlined in Chapter 115 of the Ankeny Code. The City Council must hold a public hearing before adopting an ordinance to renew and amend the franchise agreement. This item does not propose to change the existing two percent (2%) franchise fee charged by the city and collected by MidAmerican for electric or natural gas.

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Setting of public hearings – April 7, 2025.

FISCAL IMPACT

MidAmerican Energy’s current franchise fee of two percent (2%) for both electric and natural gas services will not change. Based on 2024 usage, MidAmerican Energy estimates the gross revenue amounts generated from the current 2% franchise fee for both electric and natural gas will be \$1,501,542 (\$1,119,760 for electric and \$381,782 for natural gas).

## PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

Consider motion to close Public Hearing 2025-39.

Consider motion to accept first consideration of ORDINANCE 2206.

### ATTACHMENTS

1. PH Coversheet
2. MEC Natural Gas Franchise Ordinance



**PUBLIC HEARING 2025-39**

**5:30 P.M.**

**APRIL 21, 2025**

**PROPOSED ORDINANCE GRANTING TO MIDAMERICAN ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND NON-EXCLUSIVE FRANCHISE TO ACQUIRE, CONSTRUCT, ERECT, MAINTAIN AND OPERATE IN THE CITY OF ANKENY, IOWA, A NATURAL GAS SYSTEM AND TO FURNISH AND SELL NATURAL GAS TO THE CITY AND ITS INHABITANTS AND AUTHORIZING THE CITY TO COLLECT FRANCHISE FEES FOR A PERIOD OF 25 YEARS**

**Mayor:**

This is the time and place for a public hearing on the matter of the proposed Ordinance 2206 granting to MidAmerican Energy Company, its successors and assigns, the right and non-exclusive franchise to acquire, construct, erect, maintain and operate in the City of Ankeny, Iowa, a natural gas system and to furnish and sell natural gas to the city and its inhabitants and authorizing the city to collect franchise fees for a period of 25 years.

Notice of this hearing was published in the Des Moines Register on the 11<sup>th</sup> day of April, 2025.

**Mayor:**

"Has any written correspondence been received regarding this proposed ordinance"?

**City Clerk:**

None in the clerk's office.

**Mayor:**

"At this time, I would like to request Brandt Johnson, Assistant to the City Manager, provide a report to the Council on this proposed ordinance."

**After Report:**

"Because this is a Public Hearing those wishing to be heard for or against the proposed ordinance, please either approach the podium, or if you are attending electronically, raise your electronic hand, or press star 9 (\*9). When you are called upon, give your name and address for the record."

**After any comments from the audience, the Mayor states: "We need to take the following action":**

- ☐ Consider **MOTION** to close Public Hearing 2025-39.
- ☐ Consider **MOTION** to accept first consideration of ORDINANCE 2206.

AN ORDINANCE GRANTING TO MIDAMERICAN ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND NON-EXCLUSIVE FRANCHISE TO ACQUIRE, CONSTRUCT, ERECT, MAINTAIN AND OPERATE IN THE CITY OF ANKENY, IOWA, A **NATURAL GAS SYSTEM** AND TO FURNISH AND SELL NATURAL GAS TO THE CITY AND ITS INHABITANTS AND AUTHORIZING THE CITY TO COLLECT FRANCHISE FEES FOR A PERIOD OF 25 YEARS.

BE IT ENACTED by the City Council of the City of Ankeny, Iowa:

## **FRANCHISE AGREEMENT**

### **Section 1.**     *Definitions*

“**Effective Date**” shall mean the date of publication as attached in **Exhibit A.**

“**Franchise**” refers to a right granted by the City to a person owning or operating a facility used for furnishing natural gas by piped distribution system to the public for compensation within the City.

“**Public Right-of-Way**” shall mean the area on, below, or above a public roadway, highway, street, bridge, cartway, bicycle lane, or public sidewalk in which the City of Ankeny has an interest, including other dedicated rights-of-way for travel purposes and utility easements.

“**Right-of-Way Management Fee**” as used in Iowa, shall mean a permit fee charged by a local government to a public utility for the use of its available Right-of-Way but only to cover reasonable, direct, and fully documented costs management costs directly attributable to the utility’s requested use.

“**Tariff**” Under the Iowa Utilities Commission (IUC) a tariff is a document filed by utilities that outlines the rates, charges, and rules and regulations for providing public utility services, which the IUC regulates.

### **Section 2.**     *Grant of Franchise and Right of Eminent Domain*

There is hereby granted to MidAmerican Energy Company, an Iowa corporation, (hereinafter called “Company”), and its successors and assigns, the right and non-exclusive franchise to acquire, construct, erect, maintain and operate in the City of Ankeny, Iowa, (hereinafter called the “City”), a system for the transmission and distribution of natural gas along, under the streets, avenues, rights of way and alleys to



serve customers within the City, and to furnish and sell natural gas to the City and its inhabitants. The Company is granted the right to exercise powers of eminent domain, subject to City Council approval.

#### *Franchise Term and Right to Amend*

This franchise shall be effective for a twenty-five (25) year period from and after the Effective Date of this ordinance; provided, however, that either the City or the Company may, during the first ninety (90) days following the fifth, tenth, fifteen, or twentieth anniversaries of the effective date of the franchise, provide written notice to the other party of its desire to amend the franchise. The parties may negotiate for a period of up to ninety (90) days following receipt of notice. If, at the conclusion of the negotiation period, the City determines in good faith that the franchise, if continued without amendment, will have a material or significant adverse impact on the City or the Company's natural gas customers located within the corporate limits of the City, the City may terminate the franchise. Failure to amend the franchise at the first, second, or third date option does not render invalid the City's second option, third option, or fourth option to amend or terminate. If neither party requests such negotiations at year five, year ten, year fifteen, or year twenty the franchise will continue through the conclusion of twenty-five years from the Effective Date.

#### **Section 3.**     *Restrictions and Limitations*

The rights and privileges hereby granted are subject to the restrictions and limitations of Chapter 364 of the Code of Iowa 2025 or as subsequently amended or changed.

#### **Section 4.**     *Compliance with Applicable Laws and Regulations*

The Company shall construct, operate and maintain its facilities in accordance with the applicable regulations of the Iowa Utilities Commission (IUC) or its successors and Iowa law. During the term of this franchise, the Company shall furnish natural gas in the quantity and quality consistent with and in accordance with the applicable regulations of the IUC, the Company's Tariff and made effective by the IUC or its successors and Iowa law.

#### *Compliance with City Standards*

The Company understands that for aspects of above ground facilities that are not related directly to the generation and distribution of natural gas, there may be zoning or other ordinances and standards which apply to all developers within an area of the City, including requirements related to design, maintenance or other aesthetics, public safety, or coordination with public improvements. The Company agrees to

abide by these ordinances and standards to the extent they do not unreasonably interfere with the Company's ability to carry out its ordinary and necessary business functions or place undue burdens on the Company. The City and the Company agree to work with one another to ensure that the interests of both entities are protected.

**Section 5.**     *Rights to Locate Natural Gas Facilities for Distribution, Transmission and Sale*

The Company shall have the right to excavate in any Public Right-of-Way for the purpose of laying, relaying, repairing or extending gas pipes, mains, conduits, and other facilities provided the same shall be placed in accord with this franchise and City code regulations of the City, regarding the placement of structures, facilities, accessories or other objects in the right-of-way, including ordinances which assign corridors or other placements to users of the right-of-way and requirements which may be adopted regarding separation of structures, facilities, accessories or other objects.

*Interference Prohibited.*

The facilities, fixtures, and equipment for the distribution, transmission, and sale of natural gas within the City shall be placed and maintained so as not to unnecessarily or unreasonably interfere with travel on the streets, avenues, alleys, bridges, and public places in the City, nor shall such facilities, fixtures, and equipment unnecessarily or unreasonably interfere with the proper use of the same, including ordinary drainage, or with the sewer or water systems, underground pipe, or other property of the City.

**Section 6.**     *Right to Locate and Relocate at Company Expense*

The Company shall, excluding facilities located in private easements (whether titled in Company exclusively or in Company and other entities not including the City), in accordance with Iowa law including Company's Tariff on file with and made effective by the Iowa Utilities Commission as may subsequently be amended, at its cost and expense, locate and relocate its existing installations located in, on, over or under the Public Right-Of-Way, in such a manner as the City may require for the purposes of facilitating the construction, reconstruction, maintenance or repair of the street right-of-way, public property or alley or other public facilities.

*Construction Design Alternatives*

If the City has a reasonable (considering both cost and complexity) alternative route for the street, right-of-way or alley or an alternative construction method, which would not cause the relocation of Company installations or would minimize the cost or expense of relocation of Company installations, the City and

Company shall work together to consider said alternative route or construction method. The City shall, in the extension or modification of streets and roads, make provision for the placement of Company service lines and facilities on City-owned right-of-way or public utility easement without charge to Company. In planning for the extension or modification of streets, the City shall, to the extent practicable, design such changes to limit the need for relocation of Company facilities. If vegetation and tree removals must be completed by the City as part of the City's relocation plan, the City at its own cost shall be responsible for said removals or shall reimburse the Company for the expenses incurred for said removals if performed by the Company.

#### *Alternative Funding Sources*

If the City determines that there are funds available from sources other than the City to pay for the relocation of utility facilities that will not impact the City's funds for the project, the City will attempt to secure said funds to reimburse the Company for their relocation expenses.

#### *Surveying and Staking of the Public-Right -of-Way*

The City shall be responsible for surveying and staking the Public Right-of-Way for City projects that require the Company to relocate Company facilities. If requested by the Company, the City shall provide at no cost, copies of the relocation plan and profile and cross section drawings of the City project.

#### **Section 7.**     *Prohibition on Right-of-Way Management Fees*

The City shall not, pursuant to Chapter 480A.6 of the Code of Iowa, impose or charge Right-of-Way management fees upon the Company or fees for permits for Company construction, maintenance, repairs, excavation, pavement cutting or inspections of Company work sites and projects or related matters. In the event the legal right of the City to charge fees addressed in this Section 7 has been affected through statutory change or judicial case law, the City shall have the right to implement such fees as long as the fees are applied proportionately to all users of the right- of-way. Prior to such implementation, the City shall provide notice to the Company of not less than thirty (30) days prior to the City Council acting upon such proposal for the purpose of receiving input from the Company regarding the proposed action. Additionally, implementation of fees shall not occur until a minimum of six (6) months after final passage of the fees by the City Council.

#### **Section 8.**     *No Obstruction of City Infrastructure*

In making excavations in any Public Right-of-Way for the installation, maintenance or repair of gas

pipes, conduits or apparatus the Company shall not unreasonably obstruct the use of the streets, sidewalks, trails, drainageways, watermain, storm sewers and sanitary sewers or other City infrastructure.

#### *Restoration and Repair*

Weather permitting, the Company shall replace, repair and restore any damage to the condition as existed immediately prior to excavation. The Company in making such excavations shall, if required by ordinance, obtain a City permit therefore and provide City representatives with advance notice prior to the actual commencement of the work and shall be subject to all rules, regulations, policies, resolutions, and ordinances now or hereafter adopted or promulgated by the City relating to permits, sidewalk and pavement cuts, utility location, construction coordination, screening, and other requirements on the use of the right-of-way.

#### *Emergencies*

In case of emergencies which require immediate excavation, the Company may proceed with the work without first applying for or obtaining a permit. The Company shall apply for and obtain a permit as soon as possible after commencing such emergency work. The Company shall replace the surface, restoring the condition as existed prior to the Company's excavation but shall not be required to improve or modify the Public Right-of-Way, sidewalks or other areas in or adjacent to the Company project to a condition superior to its immediate previously existing condition unless required by SUDAS standards, ADA standards or other design standards. Company shall complete all repairs in a timely manner. Company agrees any replacement of street, sidewalk, or trail surface shall conform to current City ordinances regarding its depth and composition.

#### **Section 9.**     *Police Protection*

All reasonable and proper police regulations shall be adopted and enforced by the City for the protection of the facilities of the Company.

#### **Section 10.**     *Disposal or Vacation of Public Right-of-Way*

When it is in the best interest of the City to dispose of or vacate a street, alley or portion of any public grounds, the City Council may do so by ordinance with the provisions of Chapter 153.01. Power to Vacate and Iowa Code section 364.7. Prior to the City abandoning or vacating any street, avenue, alley or public ground where the Company has natural gas facilities, the City shall provide Company with not

less than thirty (30) days advance notice of the City's proposed action and, upon request grant the Company a utility easement covering existing and future facilities and activities.

Notice of the City's intent to dispose or vacate a street, alley or portion of any public grounds requires consent of the Company and shall be sent via certified mail to the following address:

MidAmerican Energy Company  
ATTN: Right of Way Services  
PO Box 657 Des Moines, Iowa 50306-0657.

The City shall not be obligated to provide a public utility easement nor natural gas easement if the Company is properly noticed and the Company does not make a timely request.

**Section 11.**    *Prohibition on Relocation Expenses for Previous Relocations within a Five (5) Year Period*

The Company shall not be required to relocate, at its cost and expense Company facilities that are located in the Public Right-of-Way that were previously relocated in the previous five (5) years.

**Section 12.**    *Reimbursement for Private Development Relocations*

Pursuant to relocation of Company facilities, if the City orders or requests the Company to relocate its existing facilities or equipment in order to directly facilitate a project for the primary benefit of a commercial or private developer or other non-public entity, the City shall require the developer or non-public entity to reimburse the Company for the cost of such relocation as a precondition to relocation of its existing facilities or equipment. The Company shall not be required to relocate in order to facilitate such private project at its expense.

**Section 13.**    *Indemnification and Hold Harmless*

The Company shall indemnify, save and hold harmless the City from any and all claims, suits, losses, damages, costs or expenses, on account of injury or damage to any person or property, to the extent caused or occasioned by the Company's negligence in construction, reconstruction, excavation, operation or maintenance of the natural gas facilities authorized by this franchise; provided, however, that the Company shall not be obligated to defend, indemnify and save harmless the City for any costs or damages to the extent arising from the negligence of the City, its officers, employees or agents.

**Section 14.**    *Sharing of Project Information*

Upon reasonable request, the Company shall provide the City, on a project specific basis, information

indicating the horizontal location, relative to boundaries of the Right-Of-Way, of all equipment which it owns or over which it has control that is located in City Public Right-of-Way, including documents, maps and other information in paper or electronic or other forms (“Information.”) The Company and City recognize the Information may in whole or part be considered a confidential record under state or federal law or both. Upon receipt of a request from a third party for information concerning information about the Company’s facilities within the City, the City will promptly submit the same to Company.

#### *Prohibition on Sharing Protected Information, Trade Secrets*

If the Company believes any of the information requested constitutes a trade secret which may otherwise be protected from public disclosure by state or federal law, or otherwise exempt from disclosure under the provisions of the Freedom of Information Act, the Federal Energy Regulatory Commission Critical Energy Infrastructure requirements pursuant to 18 CFR 388.112 and 388.113, or Chapter 22 of the Code of Iowa, as such statutes and regulations may be amended from time to time, then the Company shall provide the City with a written explanation of the basis for such assertion of confidentiality or exemption from disclosure within ten (10) business days. In the event any action at law, in equity or administrative is brought against the City regarding disclosure of any document which the Company has designated as a trade secret or as otherwise protected from disclosure the Company shall assume, upon request of the City, the defense of said action. The Company shall reimburse the City for any and all costs, including attorney fees and penalties to the extent allowed by law which may result from any said action. Therefore, City shall not release any Information without prior consent of the Company and shall return the Information to Company upon request. The City recognizes that Company claims the Information may constitute a trade secret or is otherwise protected from public disclosure by state or federal law on other grounds and agrees to retain the Information in its non-public files. Furthermore, the City agrees that no documents, maps or other Information provided to the City by the Company shall be made available to the public or other entities if such documents or Information are exempt from disclosure under the provisions of the Freedom of Information Act, the Federal Energy Regulatory Commission Critical Energy Infrastructure requirements pursuant to 18 CFR 388.112 and 388.113, or Chapter 22 of the Code of Iowa, as such statutes and regulations may be amended from time to time.

#### **Section 15.**    *Franchise Fees*

A franchise fee of two (2) percent is imposed upon, and shall be collected from, the natural gas customers of the Company receiving service and located within the corporate limits of the City. The franchise fee shall be imposed upon the gross receipts, minus uncollectible accounts, generated from



sales of natural gas and distribution service with the following conditions.

- A.** The franchise fee shall be remitted by the Company to the City on or before the last business day of the calendar quarter following the close of the calendar quarter in which the franchise fee is charged.
- B.** City agrees to modify the level of franchise fees imposed only once in any twenty-four (24)-month period.
- C.** The franchise fee may increase up to a maximum of five percent (5%), as allowed by law.
- D.** Company will use its best efforts to commence collection of franchise fees on or before the first Company billing cycle of the first calendar month following ninety (90) days of receipt of information required of the City to implement the franchise fee, including the City's documentation of customer classes subject to or exempted from City-imposed franchise fee.
- E.** City shall be solely responsible for identifying customer classes subject to or exempt from paying the City imposed franchise fee. The Company shall have no obligation to collect franchise fees from customers in annexed areas until and unless such ordinances have been provided to the Company by certified mail. The Company shall commence collecting franchise fees in the annexed areas no sooner than sixty (60) days after receiving annexation ordinances from the City.
- F.** Company shall not, under any circumstances, be required to return or refund any franchise fees that have been collected from customers and remitted to the City. In the event the Company is required to provide data or information in defense of the City's imposition of franchise fees or the Company is required to assist the City in identifying customers or calculating any franchise fee refunds for groups of or individual customers the City shall reimburse the Company for the expenses incurred by the Company to provide such data or information.
- G.** With respect to the distribution or transportation by the Company of natural gas sold to the customer by a third-party supplier of the commodity, the percentage of gross receipts shall be applied to the customer's full cost of gas delivered within the City, including all costs of acquisition, ownership, and transportation whereof, wherever incurred. In determining the amount of the fee, the Company may

presume that the customer's commodity cost of gas is the same as if the gas were sold by the Company, unless a different cost is provided.

**Section 16.**     *Binding Agreement and Effective Date*

This franchise shall apply to and bind the City and Company and their successors and assigns.

*Effective Date*

This ordinance and the rights and privileges herein granted shall become effective and binding upon its approval and passage in accordance with Iowa law and the written acceptance by the Company. The City shall provide Company with an original signed and sealed copy of this ordinance within ten (10) days of its final passage. The Company shall, within thirty (30) days after the City Council approval of this franchise by adoption of Ordinance XXXX, file in the office of the City Clerk, its acceptance in writing of all the terms and provisions of this franchise. Following City Council approval, the Effective Date of this franchise shall be the date of publication of the Ordinance XXXX. In the event Company does not file its written acceptance of this franchise within thirty (30) days after its approval by the City Council, this franchise shall be void and of no effect

**Section 17.**     *Right to Terminate and/Breach of Agreement*

Either City or Company ("party") may terminate this franchise if the other party shall be materially in breach of its provisions. Upon the occurrence of a material breach, the non-breaching party shall provide the breaching party with notification by certified mail specifying the alleged breach. The breaching party shall have sixty (60) days to cure the breach, unless it notifies the non-breaching party, and the parties agree upon a longer period for cure. If the breach is not cured within the cure period, the non-breaching party may terminate this franchise. A party shall not be considered to be in breach of this franchise if it has operated in compliance with state or federal law. A party shall not be considered to have breached this franchise if the alleged breach is the result of the actions of a third party or the other party.

**Section 18.**     *Nullification and Severability*

If any of the provisions of this franchise are for any reason declared to be illegal or void, the lawful provisions of this franchise, which are severable from said unlawful provisions, shall be and remain in full force and effect, the same as if the franchise contained no illegal or void provisions.

**Section 19.**     *Waiver of Right to Jury Trial*

To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial

by jury in respect of litigation directly or indirectly arising out of, under or in connection with this franchise. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

**Section 20.**    *Repeal of Previous Franchise Agreements*

Upon the Effective Date of this ordinance, all prior franchises granted to the Company to furnish natural gas service to the City and its inhabitants are hereby repealed and all other ordinances or parts of ordinances in conflict herewith are also hereby repealed.

PASSED AND APPROVED this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_ 2025.

CITY OF ANKENY, IOWA

By: \_\_\_\_\_

Mayor/Mayor Pro Tem

ATTEST:

(OFFICIAL SEAL)

\_\_\_\_\_  
City Clerk

I, Michelle Yuska, City Clerk of the City of Ankeny, Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. \_\_\_\_, passed by the City Council of said City at a meeting held \_\_\_\_\_, 2025, and signed by the mayor \_\_\_\_\_, 2025, and published as provided by law on \_\_\_\_\_, 2025

\_\_\_\_\_  
City Clerk

## **EXHIBIT A**

(Copy of Publication Date)



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-40      An Ordinance amending the code of ordinances of the City of Ankeny, Iowa, by amending Chapter 117 – provisions pertaining to MidAmerican’s Non-Exclusive Electric Franchise.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL

ACTION REQUESTED  
Ordinance – 1st Reading  
Public Hearing  
LEGAL  
Legal Review Required

EXECUTIVE SUMMARY

The City is considering granting a renewal and amendment to the existing electric franchise agreement with MidAmerican Energy Company. The proposed franchise agreement will extend and modify the existing agreement, currently outlined in Chapter 117 of the Ankeny Code. The City Council must hold a public hearing before adopting an ordinance to renew and amend the franchise agreement. This item does not propose to change the existing two percent (2%) franchise fee charged by the city and collected by MidAmerican for electric or natural gas.

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Setting of public hearings – April 7, 2025.

FISCAL IMPACT

MidAmerican Energy’s current franchise fee of two percent (2%) for both electric and natural gas services will not change. Based on 2024 usage, MidAmerican Energy estimates the gross revenue amounts generated from the current 2% franchise fee for both electric and natural gas will be \$1,501,542 (\$1,119,760 for electric and \$381,782 for natural gas).

## PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

Consider motion to close Public Hearing 2025-40.

Consider motion to accept first consideration of ORDINANCE 2207.

### ATTACHMENTS

1. PH Coversheet
2. MEC Electric Franchise Ordinance





**PUBLIC HEARING 2025-40**

**5:30 P.M.**

**APRIL 21, 2025**

**PROPOSED ORDINANCE GRANTING TO MIDAMERICAN ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND NON-EXCLUSIVE FRANCHISE TO ACQUIRE, CONSTRUCT, ERECT, MAINTAIN AND OPERATE IN THE CITY OF ANKENY, IOWA, AN ELECTRIC SYSTEM AND COMMUNICATIONS FACILITIES AND TO FURNISH AND SELL ELECTRIC ENERGY TO THE CITY AND ITS INHABITANTS AND AUTHORIZING THE CITY TO COLLECT FRANCHISE FEES AND AUTHORIZING THE CITY TO COLLECT FRANCHISE FEES FOR A PERIOD OF 25 YEARS**

**Mayor:**

This is the time and place for a public hearing on the matter of the proposed Ordinance 2207 granting to MidAmerican Energy Company, its successors and assigns, the right and non-exclusive franchise to acquire, construct, erect, maintain and operate in the City of Ankeny, Iowa, an electric system and communications facilities and to furnish and sell electric energy to the city and its inhabitants and authorizing the city to collect franchise fees and authorizing the city to collect franchise fees for a period of 25 years.

Notice of this hearing was published in the Des Moines Register on the 11<sup>th</sup> day of April, 2025.

**Mayor:**

"Has any written correspondence been received regarding this proposed ordinance"?

**City Clerk:**

None in the clerk's office.

**Mayor:**

"At this time, I would like to request Brandt Johnson, Assistant to the City Manager, provide a report to the Council on this proposed ordinance."

**After Report:**

"Because this is a Public Hearing those wishing to be heard for or against the proposed ordinance, please either approach the podium, or if you are attending electronically, raise your electronic hand, or press star 9 (\*9). When you are called upon, give your name and address for the record."

**After any comments from the audience, the Mayor states: "We need to take the following action":**

- ☐ Consider **MOTION** to close Public Hearing 2025-40.
- ☐ Consider **MOTION** to accept first consideration of ORDINANCE 2207.



AN ORDINANCE GRANTING TO MIDAMERICAN ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND NON-EXCLUSIVE FRANCHISE TO ACQUIRE, CONSTRUCT, ERECT, MAINTAIN AND OPERATE IN THE CITY OF ANKENY, IOWA, AN **ELECTRIC SYSTEM** AND COMMUNICATIONS FACILITIES AND TO FURNISH AND SELL ELECTRIC ENERGY TO THE CITY AND ITS INHABITANTS AND AUTHORIZING THE CITY TO COLLECT FRANCHISE FEES FOR A PERIOD OF 25 YEARS.

BE IT ENACTED by the City Council of the City of Ankeny, Iowa:

## **FRANCHISE AGREEMENT**

### **Section 1. Definitions**

“**Effective Date**” shall mean the date of publication as attached in **Exhibit A.**

“**Franchise**” refers to a right granted by the City to a person owning or operating a facility used for furnishing electricity to the public for compensation within the City.

“**Public Right-of-Way**” shall mean the area on, below, or above a public roadway, highway, street, bridge, cartway, bicycle lane, or public sidewalk in which the City of Ankeny has an interest, including other dedicated rights-of-way for travel purposes and utility easements.

“**Right-of-Way Management Fee**” as used in Iowa, shall mean a permit fee charged by a local government to a public utility for the use of its available Right-of-Way but only to cover reasonable, direct, and fully documented costs management costs directly attributable to the utility’s requested use.

“**Tariff**” Under the Iowa Utilities Commission (IUC) a tariff is a document filed by utilities that outlines the rates, charges, and rules and regulations for providing public utility services, which the IUC regulates.

### **Section 2.**     *Grant of Franchise Agreement and Right of Eminent Domain*

There is hereby granted to MidAmerican Energy Company, an Iowa corporation, (hereinafter called “Company”), and its successors and assigns, the right and non-exclusive franchise to acquire, construct, erect, maintain and operate in the City of Ankeny, Iowa, (hereinafter called the “City”), a system for the transmission and distribution of electric energy and communications signals along, under, over and upon the streets, avenues, rights of way and alleys to serve customers within the City, and to furnish and sell electric energy to the City and its inhabitants.

The Company is granted the right to exercise powers of eminent domain, subject to City Council approval.

#### *Franchise Term and Right to Amend*

This franchise shall be effective for a twenty-five (25) year period from and after the Effective Date of this ordinance; provided, however, that either the City or the Company may, during the first ninety (90) days following the fifth, tenth, fifteen, or twentieth anniversaries of the effective date of the franchise, provide written notice to the other party of its desire to amend the franchise. The parties may negotiate for a period of up to ninety (90) days following receipt of notice. If, at the conclusion of the negotiation period, the City determines in good faith that the franchise, if continued without amendment, will have a material or significant adverse impact on the City or the Company's electric customers located within the corporate limits of the City, the City may terminate the franchise. Failure to amend the franchise at the first, second, or third date option does not render invalid the City's second option, third option, or fourth option to amend or terminate. If neither party requests such negotiations at year five, year ten, year fifteen, or year twenty the franchise will continue through the conclusion of twenty-five years from the Effective Date.

#### **Section 3.**     *Restrictions and Limitations*

The rights and privileges hereby granted are subject to the restrictions and limitations of Chapter 364 of the Code of Iowa 2025 or as subsequently amended or changed.

#### **Section 4.**     *Compliance with Applicable Laws and Regulations*

The Company shall construct, operate and maintain its facilities in accordance with the applicable regulations of the Iowa Utilities Commission (IUC) or its successors and Iowa law. During the term of this franchise, the Company shall furnish electric energy in the quantity and quality consistent with and in accordance with the applicable regulations of the IUC, the Company's Tariff and made effective by the IUC or its successors and Iowa law.

#### *Compliance with City Standards*

The Company understands that for aspects of above ground facilities that are not related directly to the generation and distribution of electricity, there may be zoning or other ordinances and standards which apply to all developers within an area of the City, including requirements related to design, maintenance or other aesthetics, public safety, or coordination with public improvements. The Company agrees to abide by these ordinances and standards to the extent they do not unreasonably interfere with the Company's ability to carry out its ordinary and necessary business functions or place undue burdens on the Company. The City and the Company agree to work with one

another to ensure that the interests of both entities are protected.

**Section 5.**     *Rights to Locate Electrical Facilities for Distribution, Transmission and Sale*

Company shall have the right to erect all necessary poles and to place thereon the necessary wires, fixtures and accessories as well as to excavate and bury conduits or conductors for the distribution of electric energy and communications signals in and through the City, provided the same shall be placed in accord with this franchise and City Code regulations of the City, regarding the placement of structures, facilities, accessories or other objects in the right of way, including ordinances which assign corridors or other placements to users of the Public Right-of-Way and requirements which may be adopted regarding separation of structures, facilities, accessories or other objects.

*Interference Prohibited.*

The facilities, fixtures, and equipment for the distribution, transmission, and sale of electricity within the City shall be placed and maintained so as not to unnecessarily or unreasonably interfere with travel on the streets, avenues, alleys, bridges, and public places in the City, nor shall such facilities, fixtures, and equipment unnecessarily or unreasonably interfere with the proper use of the same, including ordinary drainage, or with the sewer or water systems, underground pipe, or other property of the City

**Section 6.**     *Right to Locate and Relocate at Company Expense*

The Company shall, excluding facilities located in private easements (whether titled in Company exclusively or in Company and other entities not including the City), in accordance with Iowa law including Company's Tariff on file with and made effective by the Iowa Utilities Commission as may subsequently be amended, at its cost and expense, locate and relocate its existing installations located in, on, over or under the Public Right-Of-Way, in such a manner as the City may require for the purposes of facilitating the construction, reconstruction, maintenance or repair of the street right-of-way, public property or alley or other public facilities.

*Construction Design Alternatives*

If the City has a reasonable (considering both cost and complexity) alternative route for the street, right-of-way or alley or an alternative construction method, which would not cause the relocation of Company installations or would minimize the cost or expense of relocation of Company installations, the City and Company shall work together to consider said alternative route or construction method. The City shall, in the extension or modification of streets and roads, make provision for the placement of Company service lines and facilities on City-owned right-of-way or public utility easement without charge to Company. In planning for the extension or modification

of streets, the City shall, to the extent practicable, design such changes to limit the need for relocation of Company facilities.

#### *Alternative Funding Sources*

If the City determines that there are funds available from sources other than the City to pay for the relocation of utility facilities that will not impact the City's funds for the project, the City will attempt to secure said funds to reimburse the Company for their relocation expenses.

#### *Surveying and Staking of the Public-Right -of-Way*

The City shall be responsible for surveying and staking the Public Right-of-Way for City projects that require the Company to relocate Company facilities. If requested by the Company, the City shall provide at no cost, copies of the relocation plan and profile and cross section drawings of the City project.

#### *Vegetation and Tree Removal Expenses*

If vegetation and tree removals must be completed by the City as part of the City's relocation plan, the City at its own cost shall be responsible for said removals or shall reimburse the Company for the expenses incurred for said removals if performed by the Company.

#### *Removal Standards*

The pruning and removal of vegetation and trees shall be done in accordance with current nationally accepted safety and utility industry standards and federal and state law, rules and regulations. The Company is authorized to and empowered to prune or remove at Company expense, any tree extending into any street, avenue, right of way, alley, public place or public grounds to maintain electric reliability, safety, to restore utility service and to prevent limbs, branches, or trunks from interfering with the wires and facilities of the Company. The pruning and removal of vegetation and trees shall be completed in accordance with nationally accepted safety and utility standards, NSI Z133.1-2012, American National Standard for Arboricultural Operations-Safety Requirements, and ANSI A300(part 1) - 2008 Pruning, (Revision of ANSI A300 part 1-2001) American National Standard for Tree, Shrub, and other Woody Plant Management - Standard of Practices (Pruning) or subsequent revisions to these standards, and City ordinances regarding the pruning of trees that incorporate by reference that standard. The Company shall not remove or prune any tree on public grounds, other than streets, alleys or right of way, except in emergencies or when reasonably necessary to alleviate an existing electrical outage without first obtaining permission from the City.



**Section 7.**     *Prohibition on Right-of-Way Management Fees*

The City shall not, pursuant to Chapter 480A.6 of the Code of Iowa, impose or charge Right-of-Way management fees upon the Company or fees for permits for Company construction, maintenance, repairs, excavation, pavement cutting or inspections of Company work sites and projects or related matters. In the event the legal right of the City to charge fees addressed in this Section 7 has been affected through statutory change or judicial case law, the City shall have the right to implement such fees as long as the fees are applied proportionately to all users of the right- of-way. Prior to such implementation, the City shall provide notice to the Company of not less than thirty (30) days prior to the City Council acting upon such proposal for the purpose of receiving input from the Company regarding the proposed action. Additionally, implementation of fees shall not occur until a minimum of six (6) months after final passage of the fees by the City Council.

**Section 8.**     *No Obstruction of City Infrastructure*

In making excavations in any Public Right-of-Way for the installation, maintenance or repair of conductor, conduits or the erection of poles and wires or other appliances, the Company shall not unreasonably obstruct the use of the streets, sidewalks, trails, drainageways, watermains, storm sewers and sanitary sewers or other City infrastructure.

*Restoration and Repair*

Weather permitting, the Company shall replace, repair and restore any damage to the condition as existed immediately prior to excavation. The Company in making such excavations shall, if required by ordinance, obtain a City permit therefore and provide City representatives with advance notice prior to the actual commencement of the work and shall be subject to all rules, regulations, policies, resolutions, and ordinances now or hereafter adopted or promulgated by the City relating to permits, sidewalk and pavement cuts, utility location, construction coordination, screening, and other requirements on the use of the right-of-way.

*Emergencies*

In case of emergencies which require immediate excavation, the Company may proceed with the work without first applying for or obtaining a permit. The Company shall apply for and obtain a permit as soon as possible after commencing such emergency work. The Company shall replace the surface, restoring the condition as existed prior to the Company's excavation but shall not be required to improve or modify the Public- Right-of-Way, sidewalks or other areas in or adjacent to the Company project to a condition superior to its immediate previously existing condition unless required by SUDAS standards, ADA standards or other design standards. Company shall complete all repairs in a timely manner. Company agrees any replacement of street, sidewalk, or

trail surface shall conform to current City ordinances regarding its depth and composition.

**Section 9.**     *Notice to City for New Overhead/Aerial Lines and Option to Underground*

When the Company intends to replace, upgrade, or install new lines overhead, Company shall provide the City with thirty (30) days written notice.

*Undergrounding Estimates*

The City may request estimates for the undergrounding of such replacement lines, upgrades or new lines, including lines to be adjusted for road widening, the addition of turning lanes or other specific projects. When requested, the Company will provide two estimates to the City:

- 1) an estimate for the cost of the project with overhead construction and
- 2) an estimate for the cost of the project with underground construction.

The City will have no more than sixty (60) days from the estimated date to determine if it wants the line built overhead or placed underground. If the City chooses underground construction for the project, the City or the Company's customers within the City will be responsible for the incremental cost. Within a reasonable period of time after receipt of the payment for the incremental cost of undergrounding, the Company will install the underground facilities. The Company reserves the right to bill for the amount that the incremental cost associated with installation exceeds its estimate. The City reserves the right to a refund of overpayment if the incremental costs are less than the amount billed in the estimate. If the City wishes to have a line not scheduled for replacement or upgrade placed underground, the City shall contact the Company to make such a request. The City or the Company's customers within the City shall cover all costs related to this work. If undergrounding of distribution or service lines requires customers of the Company to adjust customer-owned electrical systems, the City bears the responsibility of communication with those customers and, if it chooses, the cost of converting the customer's utility entrance from overhead to underground. The Company reserves the right to review all of the City's communications with its customers. The City may elect to have the Company bill the City directly or bill the Company's customers within the City's boundaries for any costs attributable to the City under this section.

**Section 10.**     *Disposal or Vacation of Public Right-of-Way*

When it is in the best interest of the City to dispose of or vacate a street, alley or portion of any public grounds, the City Council may do so by ordinance with the provisions of Chapter 153.01. Power to Vacate and Iowa Code section 364.7. Prior to the City abandoning or vacating any street, avenue, alley or public ground where the

Company has electric facilities, the City shall provide Company with not less than thirty (30) days advance notice of the City's proposed action and, upon request grant the Company a utility easement covering existing and future facilities and activities.

Notice of the City's intent to dispose or vacate a street, alley or portion of any public grounds requires consent of the Company and shall be sent via certified mail to the following address:

MidAmerican Energy Company  
ATTN: Right of Way Services  
PO Box 657 Des Moines, Iowa 50306-0657.

The City shall not be obligated to provide a public utility easement nor electrical easement if the Company is properly noticed and the Company does not make a timely request.

**Section 11.**    *Prohibition on Relocation Expenses for Previous Relocations within a Five (5) Year Period*

The Company shall not be required to relocate, at its cost and expense Company facilities that are located in the Public Right-of-Way that were previously relocated in the previous five (5) years.

**Section 12.**    *Reimbursement for Private Development Relocations*

Pursuant to relocation of Company facilities, if the City orders or requests the Company to relocate its existing facilities or equipment in order to directly facilitate a project for the primary benefit of a commercial or private developer or other non-public entity, the City shall require the developer or non-public entity to reimburse the Company for the cost of such relocation as a precondition to relocation of its existing facilities or equipment. The Company shall not be required to relocate in order to facilitate such private project at its expense.

**Section 13.**    *Indemnification and Hold Harmless*

The Company shall indemnify, save and hold harmless the City from any and all claims, suits, losses, damages, costs or expenses, on account of injury or damage to any person or property, to the extent caused or occasioned by the Company's negligence in construction, reconstruction, excavation, operation or maintenance of the electric facilities authorized by this franchise ; provided, however, that the Company shall not be obligated to defend, indemnify and save harmless the City for any costs or damages to the extent arising from the negligence of the City, its officers, employees or agents.

**Section 14.**    *Sharing of Project Information*

Upon reasonable request, the Company shall provide the City, on a project specific basis, information indicating the horizontal location, relative to boundaries of the Public Right-of-Way, of all equipment which it owns or over

which it has control that is located in City Public Right-of-Way, including documents, maps and other information in paper or electronic or other forms, hereinafter, "Information".

*Prohibition on Sharing Protected Information, Trade Secrets*

The Company and City recognize the Information may in whole or part be considered a confidential record under state or federal law or both. Therefore, City shall not release any Information without prior consent of the Company and shall return the Information to Company upon request. City recognizes that Company claims the Information may constitute a trade secret or is otherwise protected from public disclosure by state or federal law on other grounds, and agrees to retain the Information in its non-public files. Furthermore, the City agrees that no documents, maps or other Information provided to the City by the Company shall be made available to the public or other entities if such documents or Information are exempt from disclosure under the provisions of the Freedom of Information Act, the Federal Energy Regulatory Commission Critical Energy Infrastructure requirements pursuant to 18 CFR 388.112 and 388.113, or Chapter 22 of the Code of Iowa, as such statutes and regulations may be amended from time to time.

**Section 15.**    *Franchise Fee*

Pursuant to the Tariff, within the corporate limits of the City, the Company shall impose upon the customers a franchise fee of two (2) percent upon the gross revenues, minus uncollectible accounts, generated from sales of electricity and distribution service. The franchise fee shall be remitted by the Company to the City on or before the last business day of the calendar quarter following the close of the calendar quarter in which the franchise fee is charged.

- A.** City agrees to modify the level of franchise fees imposed only once in any twenty-four (24)-month period.
- B.** The franchise fee may increase up to a maximum of five percent (5%), as allowed by law.
- C.** Company will use its best efforts to commence collection of franchise fees on or before the first Company billing cycle of the first calendar month following ninety (90) days of receipt of information required of the City to implement the franchise fee, including the City's documentation of customer classes subject to or exempted from City-imposed franchise fee.
- D.** City shall be solely responsible for identifying customer classes subject to or exempt from paying the City imposed franchise fee. The Company shall have no obligation to collect franchise fees from customers in annexed areas until and unless such ordinances have been provided to the Company by certified mail. The Company shall commence collecting

franchise fees in the annexed areas no sooner than sixty (60) days after receiving annexation ordinances from the City.

- E.** Company shall not, under any circumstances, be required to return or refund any franchise fees that have been collected from customers and remitted to the City. In the event the Company is required to provide data or information in defense of the City's imposition of franchise fees or the Company is required to assist the City in identifying customers or calculating any franchise fee refunds for groups of or individual customers the City shall reimburse the Company for the expenses incurred by the Company to provide such data or information.

**Section 16.**    *Binding Agreement and Effective Date*

This franchise shall apply to and bind the City and Company and their successors and assigns.

*Effective Date*

This ordinance and the rights and privileges herein granted shall become effective and binding upon its approval and passage in accordance with Iowa law and the written acceptance by the Company. The City shall provide Company with an original signed and sealed copy of this ordinance within ten (10) days of its final passage. The Company shall, within thirty (30) days after the City Council approval of this franchise by adoption of Ordinance XXXX, file in the office of the clerk of the City, its acceptance in writing of all the terms and provisions of this franchise. Following City Council approval, the Effective Date of this franchise shall be the date of publication of the Ordinance XXXX. In the event Company does not file its written acceptance of this franchise within thirty (30) days after its approval by the City Council, this franchise shall be void and of no effect.

**Section 17.**    *Right to Terminate/Breach of Agreement*

Either City or Company ("party") may terminate this franchise if the other party shall be materially in breach of its provisions. Upon the occurrence of a material breach, the non-breaching party shall provide the breaching party with notification by certified mail specifying the alleged breach. The breaching party shall have sixty (60) days to cure the breach, unless it notifies the non-breaching party, and the parties agree upon a longer period for cure. If the breach is not cured within the cure period, the non-breaching party may terminate this franchise. A party shall not be considered to be in breach of this franchise if it has operated in compliance with state or federal law. A party shall not be considered to have breached this franchise if the alleged breach is the result of the actions of a third party or the other party.

**Section 19.**    *Nullification and Severability*

If any of the provisions of this franchise are for any reason declared to be illegal or void, the lawful provisions of this franchise, which are severable from said unlawful provisions, shall be and remain in full force and effect, the same as if the franchise contained no illegal or void provisions.

**Section 20.**    *Waiver of Right to Jury Trial*

To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this franchise. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

**Section 21.**    *Repeal of Previous Franchise Agreements*

Upon the Effective Date of this ordinance, all prior franchises granted to the Company to furnish electric service to the City and its inhabitants are hereby repealed and all other ordinances or parts of ordinances in conflict herewith are also hereby repealed.



PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF ANKENY, IOWA

By: \_\_\_\_\_  
Mayor/Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
City Clerk

(OFFICIAL SEAL)

I, Michelle Yuska, City Clerk of the City of Ankeny, Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. \_\_\_\_\_, passed by the City Council of said City at a meeting held \_\_\_\_\_, 2025, and signed by the mayor \_\_\_\_\_, 2025, and published/posted as provided by law on \_\_\_\_\_, 2025.

\_\_\_\_\_  
City Clerk

(OFFICIAL SEAL)

**EXHIBIT A**

**(Copy of Publication Date)**



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-41      Proposed Amendment of Current Budget for Fiscal Year Ending June 30, 2025

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED

Public Hearing  
Resolution

LEGAL

No review required

EXECUTIVE SUMMARY

The FY 2025 budget amendment includes the following changes:

- Amended revenues include increases in interest income, special assessments and proceeds from the issuance of Water Revenue Capital Loan Notes.
- Amended expenditures include increases related to facility and equipment repairs and maintenance and the timing of capital projects.
- Transfers in and out include increases due to the transfer of funds from the general fund to the capital projects reserve fund.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend proposed amendment of current budget for fiscal year ending June 30, 2025.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

Overall, the budget amendment includes excess revenues and other sources over expenditures and transfers out of \$1,670,151.

## PUBLIC OUTREACH EFFORTS

Notice of public hearing was published in the Des Moines Register on April 9, 2025.

## ACTION REQUESTED

Consider motion to close Public Hearing 2025-41.

Consider motion to adopt **RESOLUTION** amending the current budget for fiscal year ending June 30, 2025.

## ATTACHMENTS

1. PH Coversheet
2. Resolution



**PUBLIC HEARING 2025-41    5:30 P.M.    APRIL 21, 2025**

**PROPOSED AMENDMENT OF CURRENT BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2025**

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**Mayor:**

This is the time and place for a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2025 by changing estimates of revenue and expenditure appropriations.

There will be no increase in tax levies to be paid. Any increase in expenditures set out will be met from the increase of non-property tax revenues and cash balances not budgeted or considered in this current budget.

Notice of this hearing was published in the Des Moines Register on the 9<sup>th</sup> day of April 2025.

**Mayor:**

“Has any written correspondence been received regarding the proposed amendment?”

**City Clerk:**

None in the Clerk’s Office.

**Mayor:**

“I would like to request, at this time, Jennifer Sease, Administrative Services Director, provide a report to the Council on this proposed amendment.”

**After Staff Report:**

“Is there anyone present who wishes to be heard for or against this proposed amendment?” Inform them to come to the podium or if attending electronically raise your electronic hand or press \*9. When called upon, please give name and address for the record.

Consider motion to close Public Hearing 2025-41.

Consider motion to adopt **RESOLUTION** amending the current budget for fiscal year ending June 30, 2025.

**CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2025 - AMENDMENT # 2**

To the Auditor of POLK County, Iowa:

The City Council of ANKENY in said County/Counties met on 04/21/2025 05:30 PM, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. Thereupon, the following resolution was introduced.

**RESOLUTION No. 2025-175****A RESOLUTION AMENDING THE CURRENT BUDGET FOR FISCAL YEAR ENDING JUNE 2025****(AS LAST CERTIFIED OR AMENDED ON 10/21/2024)****Be it Resolved by the Council of City of ANKENY**

Section 1. Following notice published/posted 04/09/2025 and the public hearing held 04/21/2025 05:30 PM the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at the hearing:

| REVENUES & OTHER FINANCING SOURCES                                                     |    | Total Budget<br>as Certified<br>or Last Amended | Current<br>Amendment | Total Budget After<br>Current Amendment |
|----------------------------------------------------------------------------------------|----|-------------------------------------------------|----------------------|-----------------------------------------|
| Taxes Levied on Property                                                               | 1  | 54,275,717                                      | 0                    | 54,275,717                              |
| Less: Uncollected Delinquent Taxes - Levy Year                                         | 2  | 0                                               | 0                    | 0                                       |
| Net Current Property Tax                                                               | 3  | 54,275,717                                      | 0                    | 54,275,717                              |
| Delinquent Property Tax Revenue                                                        | 4  | 0                                               | 0                    | 0                                       |
| TIF Revenues                                                                           | 5  | 8,676,117                                       | -699,756             | 7,976,361                               |
| Other City Taxes                                                                       | 6  | 4,369,771                                       | 354,500              | 4,724,271                               |
| Licenses & Permits                                                                     | 7  | 1,797,500                                       | 230,100              | 2,027,600                               |
| Use of Money & Property                                                                | 8  | 5,891,170                                       | 1,770,968            | 7,662,138                               |
| Intergovernmental                                                                      | 9  | 13,409,836                                      | 190,829              | 13,600,665                              |
| Charges for Service                                                                    | 10 | 50,906,046                                      | -1,427,978           | 49,478,068                              |
| Special Assessments                                                                    | 11 | 0                                               | 1,203,490            | 1,203,490                               |
| Miscellaneous                                                                          | 12 | 5,133,908                                       | -862,676             | 4,271,232                               |
| Other Financing Sources                                                                | 13 | 23,670,000                                      | 4,393,576            | 28,063,576                              |
| Transfers In                                                                           | 14 | 15,835,448                                      | 2,215,897            | 18,051,345                              |
| <b>Total Revenues &amp; Other Sources</b>                                              | 15 | 183,965,513                                     | 7,368,950            | 191,334,463                             |
| <b>EXPENDITURES &amp; OTHER FINANCING USES</b>                                         |    |                                                 |                      |                                         |
| Public Safety                                                                          | 16 | 35,440,705                                      | -205,580             | 35,235,125                              |
| Public Works                                                                           | 17 | 11,441,160                                      | 210,482              | 11,651,642                              |
| Health and Social Services                                                             | 18 | 0                                               | 0                    | 0                                       |
| Culture and Recreation                                                                 | 19 | 11,950,101                                      | 398,891              | 12,348,992                              |
| Community and Economic Development                                                     | 20 | 6,689,936                                       | -206,251             | 6,483,685                               |
| General Government                                                                     | 21 | 5,621,023                                       | 73,219               | 5,694,242                               |
| Debt Service                                                                           | 22 | 26,086,257                                      | -2,703               | 26,083,554                              |
| Capital Projects                                                                       | 23 | 35,422,067                                      | 4,006,636            | 39,428,703                              |
| Total Government Activities Expenditures                                               | 24 | 132,651,249                                     | 4,274,694            | 136,925,943                             |
| Business Type/Enterprise                                                               | 25 | 53,951,961                                      | -791,792             | 53,160,169                              |
| <b>Total Gov Activities &amp; Business Expenditures</b>                                | 26 | 186,603,210                                     | 3,482,902            | 190,086,112                             |
| Transfers Out                                                                          | 27 | 15,835,448                                      | 2,215,897            | 18,051,345                              |
| <b>Total Expenditures/Transfers Out</b>                                                | 28 | 202,438,658                                     | 5,698,799            | 208,137,457                             |
| <b>Excess Revenues &amp; Other Sources Over<br/>(Under) Expenditures/Transfers Out</b> | 29 | -18,473,145                                     | 1,670,151            | -16,802,994                             |
| Beginning Fund Balance July 1, 2024                                                    | 30 | 160,092,081                                     | 0                    | 160,092,081                             |
| <b>Ending Fund Balance June 30, 2025</b>                                               | 31 | 141,618,936                                     | 1,670,151            | 143,289,087                             |

**Explanation of Changes:** Amended revenues include increases in interest income, special assessments and proceeds from the issuance of Water Revenue Capital Loan Notes. Amended expenditures include increases related to facility and equipment repairs and maintenance and the timing of capital projects. Transfers in and out include increases due to the transfer of funds from the general fund to the capital projects reserve fund.

04/21/2025

City Clerk/Administrator Signature of Certification

Adopted On

Mayor Signature of Certification



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

PH 2025-42      Proposed Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2025 - June 30, 2026

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Public Hearing  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

The fiscal year July 1, 2025 - June 30, 2026 property tax levy is proposed to remain at \$9.90 per \$1,000 of taxable valuation. However, additional revenue is necessary to maintain service levels, complete staffing for Fire Station No. 4, and address the financial impact of recent property tax legislation.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend proposed adoption of budget and certification of city taxes for fiscal year July 1, 2025 - June 30, 2026.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

The operating funds (general, road use tax, police and fire retirement and other employee benefits) budget workshop was held on February 10, 2025 and the hotel/motel tax and enterprise funds (solid waste, water, sewer and storm water) budget workshop was held on February 24, 2025.

FISCAL IMPACT

The proposed property tax levy for fiscal year July 1, 2025 - June 30, 2026 of \$9.90 per \$1,000 of taxable valuation generates total property taxes of \$57,387,771 across all funds (general, police and fire retirement, other employee benefits and debt service).

PUBLIC OUTREACH EFFORTS



Notice of public hearing was published in the Des Moines Register on April 9, 2025.

A budget public information meeting was held on April 14, 2025.

#### ACTION REQUESTED

Consider motion to close Public Hearing 2025-42.

Consider motion to adopt **RESOLUTION** adopting the proposed budget for fiscal year July 1, 2025 - June 30, 2026.

#### ATTACHMENTS

1. PH Coversheet
2. Resolution
3. FY 2026 Budget



**PUBLIC HEARING 2025-42    5:30 P.M.    APRIL 21, 2025**

**PROPOSED ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES FOR FISCAL YEAR  
JULY 1, 2025 – JUNE 30, 2026**

---

**Mayor:**

This is the time and place for a public hearing on the proposed budget for fiscal year July 1, 2025 – June 30, 2026.

Estimated tax levy per \$1,000 of regular property tax valuation \$9.90

Estimated tax levy per \$1,000 of agricultural land valuation \$3.00375

Notice of this hearing was published in the Des Moines Register on the 9<sup>th</sup> day of April 2025.

**Mayor:**

“Has any written correspondence been received regarding the proposed budget?”

**City Clerk:**

None in the Clerk’s Office

**Mayor:**

I would like to request, at this time, Jennifer Sease, Administrative Services Director, provide a report to the Council on this proposed budget.”

**After City Manager Report:**

“Is there anyone present who wishes to be heard for or against the proposed budget?” Inform them to come to the podium or if attending electronically raise your electronic hand or press \*9. When called upon, please give name and address for the record.

Consider motion to close Public Hearing 2025-42.

Consider motion to adopt **RESOLUTION** adopting the proposed budget for fiscal year July 1, 2025 - June 30, 2026.

**RESOLUTION 2025-176**

**A RESOLUTION ADOPTING THE PROPOSED BUDGET FOR FISCAL YEAR  
JULY 1, 2025 – JUNE 30, 2026**

---

**WHEREAS**, a notice of public hearing concerning the proposed budget for fiscal year July 1, 2025 – June 30, 2026 was published as required; and

**WHEREAS**, upon consideration of the proposed budget for fiscal year July 1, 2025 – June 30, 2026, the City Council opened the public hearing and heard taxpayers, for and against the proposed budget; and

**WHEREAS**, the City Council, after hearing all taxpayers wishing to be heard, and considering the statements made, considered the proposed budget for fiscal year July 1, 2025 – June 30, 2026.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Ankeny, Iowa, that the proposed budget for fiscal year July 1, 2025 – June 30, 2026 for the City of Ankeny, Iowa as attached, be adopted.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

---

**Bobbi B. Bentz, Mayor**

**ATTEST:**

---

**Michelle Yuska, City Clerk**

**FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026**  
**ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES**

The City of : ANKENY County Name: POLK COUNTY

Adopted On: 4/21/2025 Resolution: 2025-176

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

|                                                                        |    | With Gas & Electric |    | Without Gas & Electric |  |
|------------------------------------------------------------------------|----|---------------------|----|------------------------|--|
| Regular                                                                | 2a | 5,729,883,348       | 2b | 5,699,173,099          |  |
| DEBT SERVICE                                                           | 3a | 6,046,745,965       | 3b | 6,016,035,716          |  |
| Ag Land                                                                | 4a | 5,116,760           |    |                        |  |
| <div>City Number: 77-714</div> <div>Last Official Census: 67,887</div> |    |                     |    |                        |  |

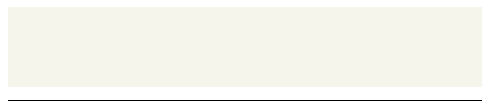
**Consolidated General Fund Levy Calculation**

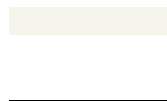
|                                     | CGFL Rate                    | CGFL Dollars            | Non-TIF Taxable w/ G&E  | Taxable Growth % |
|-------------------------------------|------------------------------|-------------------------|-------------------------|------------------|
| <b>FY 2025 Budget Data</b>          | 6.02243                      | 32,637,942              | 5,419,397,496           | 5.73             |
|                                     | <b>Limitation Percentage</b> |                         |                         |                  |
|                                     | 2                            |                         |                         |                  |
|                                     | <b>CGFL Max Rate</b>         | <b>CGFL Max Dollars</b> | <b>Revenue Growth %</b> |                  |
| <b>Max Allowed CGFL for FY 2026</b> | 5.90434                      | 33,831,179              | 3.66                    |                  |

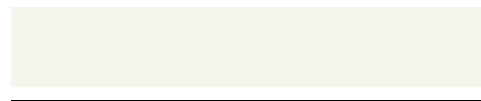
**TAXES LEVIED**

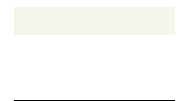
| Code Sec. | Dollar Limit | Purpose                                              | ENTER FIRE DISTRICT RATE BELOW |                               | (A) Request with Utility Replacement | (B) Property Taxes Levied |            | (C) Rate          |
|-----------|--------------|------------------------------------------------------|--------------------------------|-------------------------------|--------------------------------------|---------------------------|------------|-------------------|
| 384.1     | 5.90434      | Consolidated General Fund                            |                                |                               | 5                                    | 33,831,179                | 33,649,856 | 43 5.90434        |
|           |              | <b>Non-Voted Other Permissible Levies</b>            |                                |                               |                                      |                           |            |                   |
| 384.12(1) | 0.95000      | Opr & Maint publicly owned Transit                   |                                |                               | 7                                    |                           | 0          | 45 0.00000        |
| 384.12(2) | 0.27000      | Aviation Authority (under sec.330A.15)               |                                |                               | 11                                   | 738,754                   | 734,794    | 49 0.12893        |
| 384.12(3) | Amt Nec      | Liability, property & self insurance costs           |                                |                               | 14                                   |                           | 0          | 52 0.00000        |
| 384.12(5) | Amt Nec      | Support of a Local Emerg.Mgmt.Comm.                  |                                |                               | 462                                  |                           | 0          | 465 0.00000       |
|           |              | <b>Voted Other Permissible Levies</b>                |                                |                               |                                      |                           |            |                   |
| 28E.22    | 1.50000      | Unified Law Enforcement                              |                                |                               | 24                                   |                           | 0          | 62 0.00000        |
|           |              | <b>Total General Fund Regular Levies (5 thru 24)</b> |                                |                               | 25                                   | 34,569,933                | 34,384,650 |                   |
| 384.1     | 3.00375      | Ag Land                                              |                                |                               | 26                                   | 15,370                    | 15,370     | 63 3.00375        |
|           |              | <b>Total General Fund Tax Levies (25 + 26)</b>       |                                |                               | 27                                   | 34,585,303                | 34,400,020 | <b>Do Not Add</b> |
|           |              | <b>Special Revenue Levies</b>                        |                                |                               |                                      |                           |            |                   |
| 384.6     | Amt Nec      | Police & Fire Retirement                             |                                |                               | 29                                   | 3,151,436                 | 3,134,545  | 0.55000           |
|           | Amt Nec      | FICA & IPERS (if general fund at levy limit)         |                                |                               | 30                                   |                           | 0          | 0.00000           |
| Rules     | Amt Nec      | Other Employee Benefits                              |                                |                               | 31                                   | 1,814,826                 | 1,805,099  | 0.31673           |
|           |              | <b>Subtotal Employee Benefit Levy (29,30,31)</b>     |                                |                               | 32                                   | 4,966,262                 | 4,939,644  | 65 0.86673        |
|           |              | <b>Valuation</b>                                     |                                |                               |                                      |                           |            |                   |
| 386       | As Req       | <b>With Gas &amp; Elec</b>                           |                                | <b>Without Gas &amp; Elec</b> |                                      |                           |            |                   |
|           | SSMID 1 (A)  | 0 (B)                                                | 0                              | 34                            |                                      | 0                         | 66         | 0.00000           |
|           | SSMID 2 (A)  | 0 (B)                                                | 0                              | 35                            |                                      | 0                         | 67         | 0.00000           |
|           | SSMID 3 (A)  | 0 (B)                                                | 0                              | 36                            |                                      | 0                         | 68         | 0.00000           |
|           | SSMID 4 (A)  | 0 (B)                                                | 0                              | 37                            |                                      | 0                         | 69         | 0.00000           |
|           | SSMID 5 (A)  | 0 (B)                                                | 0                              | 555                           |                                      | 0                         | 565        | 0.00000           |
|           | SSMID 6 (A)  | 0 (B)                                                | 0                              | 556                           |                                      | 0                         | 566        | 0.00000           |
|           | SSMID 7 (A)  | 0 (B)                                                | 0                              | 1177                          |                                      | 0                         | 1179       | 0.00000           |
|           | SSMID 8 (A)  | 0 (B)                                                | 0                              | 1185                          |                                      | 0                         | 1187       | 0.00000           |
|           |              | <b>Total Special Revenue Levies</b>                  |                                |                               | 39                                   | 4,966,262                 | 4,939,644  |                   |
| 384.4     | Amt Nec      | <b>Debt Service Levy 76.10(6)</b>                    |                                |                               | 40                                   | 18,140,237                | 18,048,107 | 70 3.00000        |
| 384.7     | 0.67500      | <b>Capital Projects (Capital Improv. Reserve)</b>    |                                |                               | 41                                   |                           | 0          | 71 0.00000        |
|           |              | <b>Total Property Taxes (27+39+40+41)</b>            |                                |                               | 42                                   | 57,691,802                | 57,387,771 | 72 9.90000        |

**COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.**

  
 \_\_\_\_\_  
 ( City Representative )

  
 \_\_\_\_\_  
 ( Date )

  
 \_\_\_\_\_  
 ( County Auditor )

  
 \_\_\_\_\_  
 ( Date )

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

**Meeting Date: 4/7/2025 Meeting Time: 05:00 PM Meeting Location: Ankeny Kirkendall Public Library Council Chambers**

**At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.**

City Website (if available)  
www.ankeny.iowa.gov

City Telephone Number  
(515) 965-6400

| <b>Iowa Department of Management</b>                                          | <b>Current Year Certified<br/>Property Tax 2024 - 2025</b> | <b>Budget Year Effective<br/>Property Tax 2025 - 2026</b> | <b>Budget Year Proposed<br/>Property Tax 2025 - 2026</b> |
|-------------------------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------|
| Taxable Valuations for Non-Debt Service                                       | 5,388,440,837                                              | 5,699,173,099                                             | 5,699,173,099                                            |
| Consolidated General Fund                                                     | 32,451,508                                                 | 32,451,508                                                | 33,649,856                                               |
| Operation & Maintenance of Public Transit                                     | 0                                                          | 0                                                         | 0                                                        |
| Aviation Authority                                                            | 709,981                                                    | 709,981                                                   | 734,794                                                  |
| Liability, Property & Self Insurance                                          | 0                                                          | 0                                                         | 0                                                        |
| Support of Local Emergency Mgmt. Comm.                                        | 0                                                          | 0                                                         | 0                                                        |
| Unified Law Enforcement                                                       | 0                                                          | 0                                                         | 0                                                        |
| Police & Fire Retirement                                                      | 2,963,642                                                  | 2,963,642                                                 | 3,134,545                                                |
| FICA & IPERS (If at General Fund Limit)                                       | 0                                                          | 0                                                         | 0                                                        |
| Other Employee Benefits                                                       | 1,055,111                                                  | 1,055,111                                                 | 1,805,099                                                |
| Capital Projects (Capital Improv. Reserve)                                    | 0                                                          | 0                                                         | 0                                                        |
| Taxable Value for Debt Service                                                | 5,693,720,458                                              | 6,016,035,716                                             | 6,016,035,716                                            |
| Debt Service                                                                  | 17,081,161                                                 | 17,081,161                                                | 18,048,107                                               |
| <b>CITY REGULAR TOTAL PROPERTY TAX</b>                                        | <b>54,261,403</b>                                          | <b>54,261,403</b>                                         | <b>57,372,401</b>                                        |
| <b>CITY REGULAR TAX RATE</b>                                                  | <b>9.90000</b>                                             | <b>9.36307</b>                                            | <b>9.90000</b>                                           |
| Taxable Value for City Ag Land                                                | 4,765,403                                                  | 5,116,760                                                 | 5,116,760                                                |
| Ag Land                                                                       | 14,314                                                     | 14,314                                                    | 15,370                                                   |
| <b>CITY AG LAND TAX RATE</b>                                                  | <b>3.00375</b>                                             | <b>2.79747</b>                                            | <b>3.00375</b>                                           |
| <b>Tax Rate Comparison-Current VS. Proposed</b>                               |                                                            |                                                           |                                                          |
| Residential property with an Actual/Assessed Valuation of \$100,000/\$110,000 | <b>Current Year Certified<br/>2024/2025</b>                | <b>Budget Year Proposed<br/>2025/2026</b>                 | <b>Percent Change</b>                                    |
| City Regular Residential                                                      | 459                                                        | 517                                                       | 12.64                                                    |
| Commercial property with an Actual/Assessed Valuation of \$300,000/\$330,000  | <b>Current Year Certified<br/>2024/2025</b>                | <b>Budget Year Proposed<br/>2025/2026</b>                 | <b>Percent Change</b>                                    |
| City Regular Commercial                                                       | 2,025                                                      | 2,308                                                     | 13.98                                                    |

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and commercial properties have the same rollback percentage through \$150,000 of actual/assessed valuation.

**Reasons for tax increase if proposed exceeds the current:**

The proposed property tax levy for fiscal year 2026 will remain at \$9.90 per \$1,000 of taxable valuation. However, additional revenue is necessary to maintain service levels, complete staffing for Fire Station No. 4, and address the financial impact of recent property tax legislation.

FUND BALANCE

City Name: ANKENY  
Fiscal Year July 1, 2025 - June 30, 2026

|                              |                                        | GENERAL       | SPECIAL REVENUES | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | TOTAL GOVERNMENT | PROPRIETARY | GRAND TOTAL |
|------------------------------|----------------------------------------|---------------|------------------|----------------------|--------------|------------------|-----------|------------------|-------------|-------------|
| <b>Annual Report FY 2024</b> |                                        |               |                  |                      |              |                  |           |                  |             |             |
|                              | Beginning Fund Balance July 1          | 1 35,851,836  | 12,894,276       | 2,433,185            | 1,890,978    | 35,651,967       | 0         | 88,722,242       | 53,919,403  | 142,641,645 |
|                              | Actual Revenues Except Beg Balance     | 2 51,792,009  | 13,044,477       | 11,270,675           | 25,221,171   | 31,191,019       | 0         | 132,519,351      | 59,845,086  | 192,364,437 |
|                              | Actual Expenditures Except End Balance | 3 48,102,592  | 13,226,650       | 10,333,923           | 25,026,907   | 29,734,504       | 0         | 126,424,576      | 48,489,425  | 174,914,001 |
|                              | Ending Fund Balance June 30            | 4 39,541,253  | 12,712,103       | 3,369,937            | 2,085,242    | 37,108,482       | 0         | 94,817,017       | 65,275,064  | 160,092,081 |
| <b>Re-Estimated FY 2025</b>  |                                        |               |                  |                      |              |                  |           |                  |             |             |
|                              | Beginning Fund Balance                 | 5 39,541,253  | 12,712,103       | 3,369,937            | 2,085,242    | 37,108,482       | 0         | 94,817,017       | 65,275,064  | 160,092,081 |
|                              | Re-Est Revenues                        | 6 57,423,304  | 14,289,825       | 8,268,361            | 26,112,104   | 25,869,270       | 0         | 131,962,864      | 59,371,599  | 191,334,463 |
|                              | Re-Est Expenditures                    | 7 59,136,663  | 15,594,519       | 9,924,461            | 26,083,554   | 39,803,703       | 0         | 150,542,900      | 57,594,557  | 208,137,457 |
|                              | Ending Fund Balance                    | 8 37,827,894  | 11,407,409       | 1,713,837            | 2,113,792    | 23,174,049       | 0         | 76,236,981       | 67,052,106  | 143,289,087 |
| <b>Budget FY 2026</b>        |                                        |               |                  |                      |              |                  |           |                  |             |             |
|                              | Beginning Fund Balance                 | 9 37,827,894  | 11,407,409       | 1,713,837            | 2,113,792    | 23,174,049       | 0         | 76,236,981       | 67,052,106  | 143,289,087 |
|                              | Revenues                               | 10 57,819,422 | 16,228,370       | 8,570,035            | 27,054,684   | 33,745,823       | 0         | 143,418,334      | 70,596,011  | 214,014,345 |
|                              | Expenditures                           | 11 58,319,339 | 16,146,639       | 9,266,389            | 27,055,475   | 29,924,591       | 0         | 140,712,433      | 77,221,946  | 217,934,379 |
|                              | Ending Fund Balance                    | 12 37,327,977 | 11,489,140       | 1,017,483            | 2,113,001    | 26,995,281       | 0         | 78,942,882       | 60,426,171  | 139,369,053 |

LOCAL EMC SUPPORT

City Name: ANKENY  
Fiscal Year July 1, 2025 - June 30, 2026

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 6 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer. Input the amount of General Fund Levy request to be used for support of an Emergency Management Commission. The total below will reflect the total amount of Emergency Management Commission support provided by the City.

|                                                          | Request with Utility Replacement | Property Taxes Levied |
|----------------------------------------------------------|----------------------------------|-----------------------|
| Portion of General Fund Levy Used for Emerg. Mgmt. Comm. | 37,229                           | 37,029                |
| Support of a Local Emerg.Mgmt.Comm.                      | 0                                | 0                     |
| TOTAL FOR FY 2026                                        | 37,229                           | 37,029                |



City Name: ANKENY  
Fiscal Year July 1, 2024 - June 30, 2025

| GOVERNMENT ACTIVITIES CONT.         | GENERAL       | SPECIAL REVENUE | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | PROPRIETARY | RE-ESTIMATED 2025 | ACTUAL 2024 |
|-------------------------------------|---------------|-----------------|----------------------|--------------|------------------|-----------|-------------|-------------------|-------------|
| <b>PUBLIC SAFETY</b>                |               |                 |                      |              |                  |           |             |                   |             |
| Police Department/Crime Prevention  | 1 14,979,385  | 3,110,340       |                      |              |                  |           |             | 18,089,725        | 15,541,921  |
| Jail                                | 2             |                 |                      |              |                  |           |             | 0                 | 0           |
| Emergency Management                | 3 401,745     |                 |                      |              |                  |           |             | 401,745           | 59,621      |
| Flood Control                       | 4             |                 |                      |              |                  |           |             | 0                 | 0           |
| Fire Department                     | 5 5,743,923   | 5,000           |                      |              |                  |           |             | 5,748,923         | 4,734,730   |
| Ambulance                           | 6 8,515,502   |                 |                      |              |                  |           |             | 8,515,502         | 5,411,428   |
| Building Inspections                | 7 2,317,708   |                 |                      |              |                  |           |             | 2,317,708         | 2,005,316   |
| Miscellaneous Protective Services   | 8 130,522     |                 |                      |              |                  |           |             | 130,522           | 104,096     |
| Animal Control                      | 9 31,000      |                 |                      |              |                  |           |             | 31,000            | 24,594      |
| Other Public Safety                 | 10            |                 |                      |              |                  |           |             | 0                 | 0           |
| <b>TOTAL (lines 1 - 10)</b>         | 11 32,119,785 | 3,115,340       |                      |              |                  | 0         |             | 35,235,125        | 27,881,706  |
| <b>PUBLIC WORKS</b>                 |               |                 |                      |              |                  |           |             |                   |             |
| Roads, Bridges, & Sidewalks         | 12            | 5,811,739       |                      |              |                  |           |             | 5,811,739         | 5,933,936   |
| Parking - Meter and Off-Street      | 13            |                 |                      |              |                  |           |             | 0                 | 0           |
| Street Lighting                     | 14            | 726,000         |                      |              |                  |           |             | 726,000           | 654,268     |
| Traffic Control and Safety          | 15            | 1,972,987       |                      |              |                  |           |             | 1,972,987         | 1,386,968   |
| Snow Removal                        | 16            | 2,416,900       |                      |              |                  |           |             | 2,416,900         | 455,963     |
| Highway Engineering                 | 17            |                 |                      |              |                  |           |             | 0                 | 0           |
| Street Cleaning                     | 18            |                 |                      |              |                  |           |             | 0                 | 0           |
| Airport (if not Enterprise)         | 19 724,016    |                 |                      |              |                  |           |             | 724,016           | 702,928     |
| Garbage (if not Enterprise)         | 20            |                 |                      |              |                  |           |             | 0                 | 0           |
| Other Public Works                  | 21            |                 |                      |              |                  |           |             | 0                 | 0           |
| <b>TOTAL (lines 12 - 21)</b>        | 22 724,016    | 10,927,626      |                      |              |                  | 0         |             | 11,651,642        | 9,134,063   |
| <b>HEALTH &amp; SOCIAL SERVICES</b> |               |                 |                      |              |                  |           |             |                   |             |
| Welfare Assistance                  | 23            |                 |                      |              |                  |           |             | 0                 | 0           |
| City Hospital                       | 24            |                 |                      |              |                  |           |             | 0                 | 0           |
| Payments to Private Hospitals       | 25            |                 |                      |              |                  |           |             | 0                 | 0           |
| Health Regulation and Inspection    | 26            |                 |                      |              |                  |           |             | 0                 | 0           |
| Water, Air, and Mosquito Control    | 27            |                 |                      |              |                  |           |             | 0                 | 0           |
| Community Mental Health             | 28            |                 |                      |              |                  |           |             | 0                 | 0           |
| Other Health and Social Services    | 29            |                 |                      |              |                  |           |             | 0                 | 0           |
| <b>TOTAL (lines 23 - 29)</b>        | 30 0          | 0               |                      |              |                  | 0         |             | 0                 | 0           |
| <b>CULTURE &amp; RECREATION</b>     |               |                 |                      |              |                  |           |             |                   |             |
| Library Services                    | 31 2,879,270  | 49,000          |                      |              |                  |           |             | 2,928,270         | 2,715,314   |
| Museum, Band and Theater            | 32            |                 |                      |              |                  |           |             | 0                 | 0           |
| Parks                               | 33 2,817,598  | 12,000          |                      |              |                  |           |             | 2,829,598         | 2,236,573   |
| Recreation                          | 34 2,299,535  | 19,346          |                      |              |                  |           |             | 2,318,881         | 1,967,445   |
| Cemetery                            | 35 600        |                 |                      |              |                  |           |             | 600               | 1,200       |
| Community Center, Zoo, & Marina     | 36 610,297    |                 |                      |              |                  |           |             | 610,297           | 491,397     |
| Other Culture and Recreation        | 37 3,661,346  |                 |                      |              |                  |           |             | 3,661,346         | 2,923,815   |
| <b>TOTAL (lines 31 - 37)</b>        | 38 12,268,646 | 80,346          |                      |              |                  | 0         |             | 12,348,992        | 10,335,744  |

City Name: ANKENY  
Fiscal Year July 1, 2024 - June 30, 2025

|    | GOVERNMENT ACTIVITIES CONT.                                                | GENERAL    | SPECIAL REVENUE | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | PROPRIETARY | RE-ESTIMATED 2025 | ACTUAL 2024 |
|----|----------------------------------------------------------------------------|------------|-----------------|----------------------|--------------|------------------|-----------|-------------|-------------------|-------------|
|    | <b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>                                |            |                 |                      |              |                  |           |             |                   |             |
| 39 | Community Beautification                                                   |            |                 |                      |              |                  |           |             | 0                 | 0           |
| 40 | Economic Development                                                       | 487,689    |                 |                      |              |                  |           |             | 487,689           | 372,133     |
| 41 | Housing and Urban Renewal                                                  | 43,968     |                 |                      |              |                  |           |             | 43,968            | 18,707      |
| 42 | Planning & Zoning                                                          | 1,345,351  |                 |                      |              |                  |           |             | 1,345,351         | 1,198,514   |
| 43 | Other Com & Econ Development                                               | 1,043,116  |                 |                      |              |                  |           |             | 1,043,116         | 1,044,812   |
| 44 | TIF Rebates                                                                |            |                 | 3,563,561            |              |                  |           |             | 3,563,561         | 2,777,575   |
| 45 | TOTAL (lines 39 - 44)                                                      | 2,920,124  | 0               | 3,563,561            |              |                  | 0         |             | 6,483,685         | 5,411,741   |
|    | <b>GENERAL GOVERNMENT</b>                                                  |            |                 |                      |              |                  |           |             |                   |             |
| 46 | Mayor, Council, & City Manager                                             | 1,501,350  |                 |                      |              |                  |           |             | 1,501,350         | 1,641,348   |
| 47 | Clerk, Treasurer, & Finance Adm.                                           | 1,186,242  |                 |                      |              |                  |           |             | 1,186,242         | 1,109,694   |
| 48 | Elections                                                                  |            |                 |                      |              |                  |           |             | 0                 | 0           |
| 49 | Legal Services & City Attorney                                             |            |                 |                      |              |                  |           |             | 0                 | 0           |
| 50 | City Hall & General Buildings                                              | 161,854    |                 |                      |              |                  |           |             | 161,854           | 68,692      |
| 51 | Tort Liability                                                             |            |                 |                      |              |                  |           |             | 0                 | 0           |
| 52 | Other General Government                                                   | 2,844,796  |                 |                      |              |                  |           |             | 2,844,796         | 2,505,810   |
| 53 | TOTAL (lines 46 - 52)                                                      | 5,694,242  | 0               | 0                    | 26,083,554   |                  | 0         |             | 5,694,242         | 5,325,544   |
| 54 | <b>DEBT SERVICE</b>                                                        |            |                 |                      |              |                  |           |             |                   |             |
| 55 | Gov Capital Projects                                                       |            |                 |                      |              | 34,555,202       |           |             | 26,083,554        | 25,026,907  |
| 56 | TIF Capital Projects                                                       |            |                 |                      |              | 4,873,501        |           |             | 34,555,202        | 23,997,864  |
| 57 | TOTAL CAPITAL PROJECTS                                                     | 0          | 0               | 0                    |              | 39,428,703       | 0         |             | 4,873,501         | 5,736,640   |
| 58 | TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54) | 53,726,813 | 14,123,312      | 3,563,561            | 26,083,554   | 39,428,703       | 0         |             | 136,925,943       | 112,850,209 |
|    | <b>BUSINESS TYPE ACTIVITIES Proprietary: Enterprise &amp; Budgeted ISF</b> |            |                 |                      |              |                  |           |             |                   |             |
| 59 | Water Utility                                                              |            |                 |                      |              |                  |           | 14,532,166  | 14,532,166        | 14,172,175  |
| 60 | Sewer Utility                                                              |            |                 |                      |              |                  |           | 11,134,914  | 11,134,914        | 9,615,399   |
| 61 | Electric Utility                                                           |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 62 | Gas Utility                                                                |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 63 | Airport                                                                    |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 64 | Landfill/Garbage                                                           |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 65 | Transit                                                                    |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 66 | Cable TV, Internet & Telephone                                             |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 67 | Housing Authority                                                          |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 68 | Storm Water Utility                                                        |            |                 |                      |              |                  |           | 1,412,683   | 1,412,683         | 1,104,827   |
| 69 | Other Business Type (city hosp., ISF, parking, etc.)                       |            |                 |                      |              |                  |           | 4,122,049   | 4,122,049         | 3,509,790   |
| 70 | Enterprise DEBT SERVICE                                                    |            |                 |                      |              |                  |           | 3,075,025   | 3,075,025         | 1,956,233   |
| 71 | Enterprise CAPITAL PROJECTS                                                |            |                 |                      |              |                  |           | 18,883,332  | 18,883,332        | 15,264,359  |
| 72 | Enterprise TIF CAPITAL PROJECTS                                            |            |                 |                      |              |                  |           | 0           | 0                 | 0           |
| 73 | TOTAL BUSINESS TYPE EXPENDITURES (lines 59+72)                             |            |                 |                      |              |                  |           | 53,160,169  | 53,160,169        | 45,622,783  |
| 74 | TOTAL ALL EXPENDITURES (lines 58+73)                                       | 53,726,813 | 14,123,312      | 3,563,561            | 26,083,554   | 39,428,703       | 0         | 53,160,169  | 190,086,112       | 158,472,992 |
| 75 | Regular Transfers Out                                                      | 5,409,850  | 1,471,207       |                      |              | 375,000          |           | 4,434,388   | 11,690,445        | 8,884,661   |
| 76 | Internal TIF Loan Transfers Out                                            |            |                 | 6,360,900            |              |                  |           |             | 6,360,900         | 7,556,348   |
| 77 | Total ALL Transfers Out                                                    | 5,409,850  | 1,471,207       | 6,360,900            | 0            | 375,000          | 0         | 4,434,388   | 18,051,345        | 16,441,009  |
| 78 | Total Expenditures and Other Fin Uses (lines 74+77)                        | 59,136,663 | 15,594,519      | 9,924,461            | 26,083,554   | 39,803,703       | 0         | 57,594,557  | 208,137,457       | 174,914,001 |
| 79 | Ending Fund Balance June 30                                                | 37,827,894 | 11,407,409      | 1,713,837            | 2,113,792    | 23,174,049       | 0         | 67,052,106  | 143,289,087       | 160,092,081 |

RE-ESTIMATED REVENUES DETAIL

City Name: ANKENY  
Fiscal Year July 1, 2024 - June 30, 2025

| REVENUES & OTHER FINANCING SOURCES                                                                 | GENERAL       | SPECIAL REVENUE | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | PROPRIETARY | RE-ESTIMATED 2025 | ACTUAL 2024 |
|----------------------------------------------------------------------------------------------------|---------------|-----------------|----------------------|--------------|------------------|-----------|-------------|-------------------|-------------|
| Taxes Levied on Property                                                                           | 1 33,175,803  | 4,018,753       |                      | 17,081,161   |                  |           |             | 54,275,717        | 47,083,034  |
| Less: Uncollected Property Taxes - Levy Year                                                       | 2             |                 |                      |              |                  |           |             | 0                 | 0           |
| Net Current Property Taxes (line 1 minus line 2)                                                   | 3 33,175,803  | 4,018,753       |                      | 17,081,161   | 0                |           |             | 54,275,717        | 47,083,034  |
| Delinquent Property Taxes                                                                          | 4             |                 |                      |              |                  |           |             | 0                 | -28,933     |
| TIF Revenues                                                                                       | 5             |                 | 7,976,361            |              |                  |           |             | 7,976,361         | 10,346,451  |
| Other City Taxes:                                                                                  |               |                 |                      |              |                  |           |             |                   |             |
| Utility Tax Replacement Excise Taxes                                                               | 6 190,513     | 23,088          |                      | 92,870       |                  |           |             | 306,471           | 310,651     |
| Utility franchise tax (Iowa Code Chapter 364.2)                                                    | 7 1,748,000   |                 |                      |              |                  |           |             | 1,748,000         | 1,709,608   |
| Parimutuel wager tax                                                                               | 8             |                 |                      |              |                  |           |             | 0                 | 0           |
| Gaming wager tax                                                                                   | 9             |                 |                      |              |                  |           |             | 0                 | 0           |
| Mobile Home Taxes                                                                                  | 10 16,300     | 1,500           |                      | 8,000        |                  |           |             | 25,800            | 27,070      |
| Hotel/Motel Taxes                                                                                  | 11 2,644,000  |                 |                      |              |                  |           |             | 2,644,000         | 2,120,556   |
| Other Local Option Taxes                                                                           | 12            |                 |                      |              |                  |           |             | 0                 | 0           |
| Subtotal - Other City Taxes (lines 6 thru 12)                                                      | 13 4,598,813  | 24,588          |                      | 100,870      | 0                |           |             | 4,724,271         | 4,167,885   |
| Licenses & Permits                                                                                 | 14 1,955,600  |                 |                      |              |                  |           | 72000       | 2,027,600         | 2,071,539   |
| Use of Money & Property                                                                            | 15 4,587,048  | 492,200         | 292,000              | 262,000      | 1,450,000        |           | 578,890     | 7,662,138         | 7,940,352   |
| Intergovernmental:                                                                                 |               |                 |                      |              |                  |           |             |                   |             |
| Federal Grants & Reimbursements                                                                    | 16 213,300    |                 |                      |              | 774,756          |           |             | 988,056           | 1,050,089   |
| Road Use Taxes                                                                                     | 17            | 9,470,237       |                      |              |                  |           |             | 9,470,237         | 9,595,087   |
| Other State Grants & Reimbursements                                                                | 18 490,551    | 104,407         |                      | 226,018      | 993,866          |           |             | 1,814,842         | 6,110,699   |
| Local Grants & Reimbursements                                                                      | 19 1,111,840  | 65,690          |                      |              | 150,000          |           |             | 1,327,530         | 1,115,904   |
| Subtotal - Intergovernmental (lines 16 thru 19)                                                    | 20 1,815,691  | 9,640,334       | 0                    | 226,018      | 1,918,622        |           | 0           | 13,600,665        | 17,871,779  |
| Charges for Fees & Service:                                                                        |               |                 |                      |              |                  |           |             |                   |             |
| Water Utility                                                                                      | 21            |                 |                      |              |                  |           | 19,901,895  | 19,901,895        | 19,782,206  |
| Sewer Utility                                                                                      | 22            |                 |                      |              |                  |           | 16,652,746  | 16,652,746        | 17,079,461  |
| Electric Utility                                                                                   | 23            |                 |                      |              |                  |           |             | 0                 | 0           |
| Gas Utility                                                                                        | 24            |                 |                      |              |                  |           |             | 0                 | 0           |
| Parking                                                                                            | 25            |                 |                      |              |                  |           |             | 0                 | 0           |
| Airport                                                                                            | 26            |                 |                      |              |                  |           |             | 0                 | 0           |
| Landfill/Garbage                                                                                   | 27            |                 |                      |              |                  |           |             | 0                 | 0           |
| Hospital                                                                                           | 28            |                 |                      |              |                  |           |             | 0                 | 0           |
| Transit                                                                                            | 29            |                 |                      |              |                  |           |             | 0                 | 0           |
| Cable TV, Internet & Telephone                                                                     | 30            |                 |                      |              |                  |           |             | 0                 | 0           |
| Housing Authority                                                                                  | 31            |                 |                      |              |                  |           |             | 0                 | 0           |
| Storm Water Utility                                                                                | 32            |                 |                      |              |                  |           | 4,257,671   | 4,257,671         | 3,496,365   |
| Other Fees & Charges for Service                                                                   | 33 5,629,756  | 20,000          |                      |              |                  |           | 3,016,000   | 8,665,756         | 8,929,707   |
| Subtotal - Charges for Service (lines 21 thru 33)                                                  | 34 5,629,756  | 20,000          | 0                    | 0            | 0                | 0         | 43,828,312  | 49,478,068        | 49,287,739  |
| Special Assessments                                                                                | 35            |                 |                      |              | 1,203,490        |           |             | 1,203,490         | 1,537,276   |
| Miscellaneous                                                                                      | 36 755,636    | 85,950          |                      |              | 368,825          |           | 3,060,821   | 4,271,232         | 6,692,561   |
| Other Financing Sources:                                                                           |               |                 |                      |              |                  |           |             |                   |             |
| Regular Operating Transfers In                                                                     | 37 4,904,957  | 8,000           |                      | 2,081,155    | 3,193,500        |           | 1,502,833   | 11,690,445        | 8,884,661   |
| Internal TIF Loan Transfers In                                                                     | 38            |                 |                      | 6,360,900    |                  |           |             | 6,360,900         | 7,556,348   |
| Subtotal ALL Operating Transfers In                                                                | 39 4,904,957  | 8,000           | 0                    | 8,442,055    | 3,193,500        | 0         | 1,502,833   | 18,051,345        | 16,441,009  |
| Proceeds of Debt (Excluding TIF Internal Borrowing)                                                | 40            |                 |                      |              | 17,734,833       |           | 10,328,743  | 28,063,576        | 28,933,745  |
| Proceeds of Capital Asset Sales                                                                    | 41            |                 |                      |              |                  |           |             | 0                 | 0           |
| Subtotal-Other Financing Sources (lines 36 thru 38)                                                | 42 4,904,957  | 8,000           | 0                    | 8,442,055    | 20,928,333       | 0         | 11,831,576  | 46,114,921        | 45,394,754  |
| Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39) | 43 57,423,304 | 14,289,825      | 8,268,361            | 26,112,104   | 25,869,270       | 0         | 59,371,599  | 191,334,463       | 192,364,437 |
| Beginning Fund Balance July 1                                                                      | 44 39,541,253 | 12,712,103      | 3,369,937            | 2,085,242    | 37,108,482       | 0         | 65,275,064  | 160,092,081       | 142,641,645 |
| TOTAL REVENUES & BEGIN BALANCE (lines 41+42)                                                       | 45 96,964,557 | 27,001,928      | 11,638,298           | 28,197,346   | 62,977,752       | 0         | 124,646,663 | 351,426,544       | 335,006,082 |

City Name: ANKENY  
Fiscal Year July 1, 2025 - June 30, 2026

| GOVERNMENT ACTIVITIES               | GENERAL       | SPECIAL REVENUES | TIF/SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | PROPRIETARY | BUDGET 2026 | RE-ESTIMATED 2025 | ACTUAL 2024 |
|-------------------------------------|---------------|------------------|----------------------|--------------|------------------|-----------|-------------|-------------|-------------------|-------------|
| <b>PUBLIC SAFETY</b>                |               |                  |                      |              |                  |           |             |             |                   |             |
| Police Department/Crime Prevention  | 1 14,676,686  | 3,488,156        |                      |              |                  |           |             | 18,164,842  | 18,089,725        | 15,541,921  |
| Jail                                | 2             |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Emergency Management                | 3 440,700     |                  |                      |              |                  |           |             | 440,700     | 401,745           | 59,621      |
| Flood Control                       | 4             |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Fire Department                     | 5 6,305,813   | 5,000            |                      |              |                  |           |             | 6,310,813   | 5,748,923         | 4,734,730   |
| Ambulance                           | 6 8,423,107   |                  |                      |              |                  |           |             | 8,423,107   | 8,515,502         | 5,411,428   |
| Building Inspections                | 7 2,374,112   |                  |                      |              |                  |           |             | 2,374,112   | 2,317,708         | 2,005,316   |
| Miscellaneous Protective Services   | 8 139,709     |                  |                      |              |                  |           |             | 139,709     | 130,522           | 104,096     |
| Animal Control                      | 9 32,000      |                  |                      |              |                  |           |             | 32,000      | 31,000            | 24,594      |
| Other Public Safety                 | 10            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| TOTAL (lines 1 - 10)                | 11 32,392,127 | 3,493,156        |                      |              |                  | 0         |             | 35,885,283  | 35,235,125        | 27,881,706  |
| <b>PUBLIC WORKS</b>                 |               |                  |                      |              |                  |           |             |             |                   |             |
| Roads, Bridges, & Sidewalks         | 12            |                  |                      |              |                  |           |             | 5,832,864   | 5,811,739         | 5,933,936   |
| Parking - Meter and Off-Street      | 13            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Street Lighting                     | 14            |                  |                      |              |                  |           |             | 750,000     | 726,000           | 654,268     |
| Traffic Control and Safety          | 15            |                  |                      |              |                  |           |             | 1,745,228   | 1,972,987         | 1,386,968   |
| Snow Removal                        | 16            |                  |                      |              |                  |           |             | 1,214,930   | 2,416,900         | 455,963     |
| Highway Engineering                 | 17            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Street Cleaning                     | 18            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Airport                             | 19 745,736    |                  |                      |              |                  |           |             | 745,736     | 724,016           | 702,928     |
| Garbage (if not Enterprise)         | 20            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Other Public Works                  | 21            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| TOTAL (lines 12 - 21)               | 22 745,736    | 9,543,022        |                      |              |                  | 0         |             | 10,288,758  | 11,651,642        | 9,134,063   |
| <b>HEALTH &amp; SOCIAL SERVICES</b> |               |                  |                      |              |                  |           |             |             |                   |             |
| Welfare Assistance                  | 23            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| City Hospital                       | 24            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Payments to Private Hospitals       | 25            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Health Regulation and Inspection    | 26            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Water, Air, and Mosquito Control    | 27            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Community Mental Health             | 28            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Other Health and Social Services    | 29            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| TOTAL (lines 23 - 29)               | 30 0          | 0                |                      |              |                  | 0         |             | 0           | 0                 | 0           |
| <b>CULTURE &amp; RECREATION</b>     |               |                  |                      |              |                  |           |             |             |                   |             |
| Library Services                    | 31 3,053,793  | 49,000           |                      |              |                  |           |             | 3,102,793   | 2,928,270         | 2,715,314   |
| Museum, Band and Theater            | 32            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Parks                               | 33 2,630,199  | 11,000           |                      |              |                  |           |             | 2,641,199   | 2,829,598         | 2,236,573   |
| Recreation                          | 34 2,386,858  | 16,159           |                      |              |                  |           |             | 2,403,017   | 2,318,881         | 1,967,445   |
| Cemetery                            | 35 600        |                  |                      |              |                  |           |             | 600         | 600               | 1,200       |
| Community Center, Zoo, & Marina     | 36 634,584    |                  |                      |              |                  |           |             | 634,584     | 610,297           | 491,397     |
| Other Culture and Recreation        | 37 3,674,887  |                  |                      |              |                  |           |             | 3,674,887   | 3,661,346         | 2,923,815   |
| TOTAL (lines 31 - 37)               | 38 12,380,921 | 76,159           |                      |              |                  | 0         |             | 12,457,080  | 12,348,992        | 10,335,744  |

City Name: ANKENY  
Fiscal Year July 1, 2025 - June 30, 2026

| GOVERNMENT ACTIVITIES                                                           | GENERAL | SPECIAL REVENUES | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT  | PROPRIETARY | BUDGET 2026 | RE-ESTIMATED 2025 | ACTUAL 2024 |
|---------------------------------------------------------------------------------|---------|------------------|----------------------|--------------|------------------|------------|-------------|-------------|-------------------|-------------|
| <b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>                                     |         |                  |                      |              |                  |            |             |             |                   |             |
| Community Beautification                                                        | 39      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Economic Development                                                            | 40      | 417,927          |                      |              |                  |            |             | 417,927     | 487,689           | 372,133     |
| Housing and Urban Renewal                                                       | 41      | 14,237           |                      |              |                  |            |             | 14,237      | 43,968            | 18,707      |
| Planning & Zoning                                                               | 42      | 1,414,869        |                      |              |                  |            |             | 1,414,869   | 1,345,351         | 1,198,514   |
| Other Com & Econ Development                                                    | 43      | 1,103,229        |                      |              |                  |            |             | 1,103,229   | 1,043,116         | 1,044,812   |
| TIF Rebates                                                                     | 44      |                  |                      | 3,212,250    |                  |            |             | 3,212,250   | 3,563,561         | 2,777,575   |
| TOTAL (lines 39 - 44)                                                           | 45      | 2,950,262        | 0                    | 3,212,250    |                  | 0          |             | 6,162,512   | 6,483,685         | 5,411,741   |
| <b>GENERAL GOVERNMENT</b>                                                       |         |                  |                      |              |                  |            |             |             |                   |             |
| Mayor, Council, & City Manager                                                  | 46      | 1,463,331        |                      |              |                  |            |             | 1,463,331   | 1,501,350         | 1,641,348   |
| Clerk, Treasurer, & Finance Adm.                                                | 47      | 1,262,112        |                      |              |                  |            |             | 1,262,112   | 1,186,242         | 1,109,694   |
| Elections                                                                       | 48      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Legal Services & City Attorney                                                  | 49      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| City Hall & General Buildings                                                   | 50      | 104,359          |                      |              |                  |            |             | 104,359     | 161,854           | 68,692      |
| Tort Liability                                                                  | 51      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Other General Government                                                        | 52      | 2,809,641        |                      |              |                  |            |             | 2,809,641   | 2,844,796         | 2,505,810   |
| TOTAL (lines 46 - 52)                                                           | 53      | 5,639,443        | 0                    | 0            |                  | 0          |             | 5,639,443   | 5,694,242         | 5,325,544   |
| <b>DEBT SERVICE</b>                                                             | 54      |                  |                      | 27,055,475   |                  |            |             | 27,055,475  | 26,083,554        | 25,026,907  |
| Gov Capital Projects                                                            | 55      |                  |                      |              |                  |            |             | 22,697,405  | 34,555,202        | 23,997,864  |
| TIF Capital Projects                                                            | 56      |                  |                      |              |                  |            |             | 6,522,186   | 4,873,501         | 5,736,640   |
| TOTAL CAPITAL PROJECTS                                                          | 57      | 0                | 0                    | 0            |                  | 0          |             | 29,219,591  | 39,428,703        | 29,734,504  |
| <b>TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)</b> | 58      | 54,108,489       | 13,112,337           | 3,212,250    | 27,055,475       | 0          |             | 126,708,142 | 136,925,943       | 112,850,209 |
| <b>BUSINESS TYPE ACTIVITIES</b>                                                 |         |                  |                      |              |                  |            |             |             |                   |             |
| <b>Proprietary: Enterprise &amp; Budgeted ISF</b>                               |         |                  |                      |              |                  |            |             |             |                   |             |
| Water Utility                                                                   | 59      |                  |                      |              |                  |            |             | 32,325,727  | 14,532,166        | 14,172,175  |
| Sewer Utility                                                                   | 60      |                  |                      |              |                  |            |             | 12,606,218  | 11,134,914        | 9,615,399   |
| Electric Utility                                                                | 61      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Gas Utility                                                                     | 62      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Airport                                                                         | 63      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Landfill/Garbage                                                                | 64      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Transit                                                                         | 65      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Cable TV, Internet & Telephone                                                  | 66      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Housing Authority                                                               | 67      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| Storm Water Utility                                                             | 68      |                  |                      |              |                  |            |             | 1,592,893   | 1,412,683         | 1,104,827   |
| Other Business Type (city hosp., ISF, parking, etc.)                            | 69      |                  |                      |              |                  |            |             | 4,025,324   | 4,122,049         | 3,509,790   |
| Enterprise DEBT SERVICE                                                         | 70      |                  |                      |              |                  |            |             | 3,650,312   | 3,075,025         | 1,956,233   |
| Enterprise CAPITAL PROJECTS                                                     | 71      |                  |                      |              |                  |            |             | 17,139,011  | 18,883,332        | 15,264,359  |
| Enterprise TIF CAPITAL PROJECTS                                                 | 72      |                  |                      |              |                  |            |             | 0           | 0                 | 0           |
| <b>TOTAL Business Type Expenditures (lines 59 - 72)</b>                         | 73      |                  |                      |              |                  |            |             | 71,339,485  | 53,160,169        | 45,622,783  |
| <b>TOTAL ALL EXPENDITURES (lines 58 + 73)</b>                                   | 74      | 54,108,489       | 13,112,337           | 3,212,250    | 27,055,475       | 0          |             | 198,047,627 | 190,086,112       | 158,472,992 |
| Regular Transfers Out                                                           | 75      | 4,210,850        | 3,034,302            |              |                  | 705,000    |             | 13,832,613  | 11,690,445        | 8,884,661   |
| Internal TIF Loan / Repayment Transfers Out                                     | 76      |                  |                      | 6,054,139    |                  |            |             | 6,054,139   | 6,360,900         | 7,556,348   |
| <b>Total ALL Transfers Out</b>                                                  | 77      | 4,210,850        | 3,034,302            | 6,054,139    | 0                | 705,000    |             | 19,886,752  | 18,051,345        | 16,441,009  |
| <b>Total Expenditures &amp; Fund Transfers Out (lines 74+77)</b>                | 78      | 58,319,339       | 16,146,639           | 9,266,389    | 27,055,475       | 0          |             | 217,934,379 | 208,137,457       | 174,914,001 |
| <b>Ending Fund Balance June 30</b>                                              | 79      | 37,327,977       | 11,489,140           | 1,017,483    | 2,113,001        | 26,995,281 | 0           | 139,369,053 | 143,289,087       | 160,092,081 |

REVENUES DETAIL

City Name: ANKENY  
Fiscal Year July 1, 2025 - June 30, 2026

|                                                                                                    |    | GENERAL    | SPECIAL REVENUES | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | PROPRIETARY | BUDGET 2026 | RE-ESTIMATED 2025 | ACTUAL 2024 |
|----------------------------------------------------------------------------------------------------|----|------------|------------------|----------------------|--------------|------------------|-----------|-------------|-------------|-------------------|-------------|
| <b>REVENUES &amp; OTHER FINANCING SOURCES</b>                                                      |    |            |                  |                      |              |                  |           |             |             |                   |             |
| Taxes Levied on Property                                                                           | 1  | 34,400,020 | 4,939,644        |                      | 18,048,107   | 0                |           |             | 57,387,771  | 54,275,717        | 47,083,034  |
| Less: Uncollected Property Taxes - Levy Year                                                       | 2  |            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Net Current Property Taxes (line 1 minus line 2)                                                   | 3  | 34,400,020 | 4,939,644        |                      | 18,048,107   | 0                |           |             | 57,387,771  | 54,275,717        | 47,083,034  |
| Delinquent Property Taxes                                                                          | 4  |            |                  |                      |              |                  |           |             | 0           | 0                 | -28,933     |
| TIF Revenues                                                                                       | 5  |            |                  | 8,322,035            |              |                  |           |             | 8,322,035   | 7,976,361         | 10,346,451  |
| Other City Taxes:                                                                                  |    |            |                  |                      |              |                  |           |             |             |                   |             |
| Utility Tax Replacement Excise Taxes                                                               | 6  | 185,283    | 26,618           |                      | 92,130       | 0                |           |             | 304,031     | 306,471           | 310,651     |
| Utility franchise tax (Iowa Code Chapter 364.2)                                                    | 7  | 1,732,000  |                  |                      |              |                  |           |             | 1,732,000   | 1,748,000         | 1,709,608   |
| Parimutuel wager tax                                                                               | 8  |            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Gaming wager tax                                                                                   | 9  |            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Mobile Home Taxes                                                                                  | 10 | 16,300     | 1,500            |                      | 8,000        |                  |           |             | 25,800      | 25,800            | 27,070      |
| Hotel/Motel Taxes                                                                                  | 11 | 2,362,000  |                  |                      |              |                  |           |             | 2,362,000   | 2,644,000         | 2,120,556   |
| Other Local Option Taxes                                                                           | 12 |            |                  |                      |              |                  |           |             | 0           | 0                 | 0           |
| Subtotal - Other City Taxes (lines 6 thru 12)                                                      | 13 | 4,295,583  | 28,118           |                      | 100,130      | 0                |           |             | 4,423,831   | 4,724,271         | 4,167,885   |
| Licenses & Permits                                                                                 | 14 | 1,956,600  |                  |                      |              |                  |           | 72000       | 2,028,600   | 2,027,600         | 2,071,539   |
| Use of Money & Property                                                                            | 15 | 3,851,358  | 403,000          | 248,000              | 223,000      | 1,250,000        |           | 496,725     | 6,472,083   | 7,662,138         | 7,940,352   |
| Intergovernmental:                                                                                 |    |            |                  |                      |              |                  |           |             |             |                   |             |
| Federal Grants & Reimbursements                                                                    | 16 | 60,000     |                  |                      |              | 277,951          |           | 750,000     | 1,087,951   | 988,056           | 1,050,089   |
| Road Use Taxes                                                                                     | 17 |            | 10,654,537       |                      |              |                  |           |             | 10,654,537  | 9,470,237         | 9,595,087   |
| Other State Grants & Reimbursements                                                                | 18 | 338,967    | 44,861           |                      | 158,797      | 779,095          |           |             | 1,321,720   | 1,814,842         | 6,110,699   |
| Local Grants & Reimbursements                                                                      | 19 | 1,024,174  | 64,435           |                      |              | 185,000          |           |             | 1,273,609   | 1,327,530         | 1,115,904   |
| Subtotal - Intergovernmental (lines 16 thru 19)                                                    | 20 | 1,423,141  | 10,763,833       | 0                    | 158,797      | 1,242,046        |           | 750,000     | 14,337,817  | 13,600,665        | 17,871,779  |
| Charges for Fees & Service:                                                                        |    |            |                  |                      |              |                  |           |             |             |                   |             |
| Water Utility                                                                                      | 21 |            |                  |                      |              |                  |           | 21,202,590  | 21,202,590  | 19,901,895        | 19,782,206  |
| Sewer Utility                                                                                      | 22 |            |                  |                      |              |                  |           | 18,049,849  | 18,049,849  | 16,652,746        | 17,079,461  |
| Electric Utility                                                                                   | 23 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Gas Utility                                                                                        | 24 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Parking                                                                                            | 25 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Airport                                                                                            | 26 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Landfill/Garbage                                                                                   | 27 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Hospital                                                                                           | 28 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Transit                                                                                            | 29 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Cable TV, Internet & Telephone                                                                     | 30 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Housing Authority                                                                                  | 31 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Storm Water Utility                                                                                | 32 |            |                  |                      |              |                  |           | 4,339,469   | 4,339,469   | 4,257,671         | 3,496,365   |
| Other Fees & Charges for Service                                                                   | 33 | 5,746,771  | 20,000           |                      |              |                  |           | 3,150,000   | 8,916,771   | 8,665,756         | 8,929,707   |
| Subtotal - Charges for Service (lines 21 thru 33)                                                  | 34 | 5,746,771  | 20,000           | 0                    |              | 0                | 0         | 46,741,908  | 52,508,679  | 49,478,068        | 49,287,739  |
| Special Assessments                                                                                | 35 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Miscellaneous                                                                                      | 36 | 697,514    | 64,775           |                      |              | 1,303,610        |           | 3,163,000   | 5,228,899   | 4,271,232         | 6,692,561   |
| Other Financing Sources:                                                                           |    |            |                  |                      |              |                  |           |             |             |                   |             |
| Regular Operating Transfers In                                                                     | 37 | 5,445,719  | 9,000            |                      | 2,473,227    | 4,756,000        |           | 1,148,667   | 13,832,613  | 11,690,445        | 8,884,661   |
| Internal TIF Loan Transfers In                                                                     | 38 | 2,716      |                  |                      | 6,051,423    |                  |           | 6,054,139   | 6,054,139   | 6,360,900         | 7,556,348   |
| Subtotal ALL Operating Transfers In                                                                | 39 | 5,448,435  | 9,000            | 0                    | 8,524,650    | 4,756,000        | 0         | 1,148,667   | 19,886,752  | 18,051,345        | 16,441,009  |
| Proceeds of Debt (Excluding TIF Internal Borrowing)                                                | 40 |            |                  |                      |              | 25,194,167       |           | 18,223,711  | 43,417,878  | 28,063,576        | 28,953,745  |
| Proceeds of Capital Asset Sales                                                                    | 41 |            |                  |                      |              |                  |           | 0           | 0           | 0                 | 0           |
| Subtotal-Other Financing Sources (lines 38 thru 40)                                                | 42 | 5,448,435  | 9,000            | 0                    | 8,524,650    | 29,950,167       | 0         | 19,372,378  | 63,304,630  | 46,114,921        | 45,394,754  |
| Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41) | 43 | 57,819,422 | 16,228,370       | 8,570,035            | 27,054,684   | 33,745,823       | 0         | 70,596,011  | 214,014,345 | 191,334,463       | 192,364,437 |
| Beginning Fund Balance July 1                                                                      | 44 | 37,827,894 | 11,407,409       | 1,713,837            | 2,113,792    | 23,174,049       | 0         | 67,052,106  | 143,289,087 | 160,092,081       | 142,641,645 |
| TOTAL REVENUES & BEGIN BALANCE (lines 42+43)                                                       | 45 | 95,647,316 | 27,635,779       | 10,283,872           | 29,168,476   | 56,919,872       | 0         | 137,648,117 | 357,303,432 | 351,426,544       | 335,006,082 |

## ADOPTED BUDGET SUMMARY

City Name: ANKENY  
Fiscal Year July 1, 2025 - June 30, 2026

|                                                 | GENERAL       | SPECIAL REVENUES | TIF SPECIAL REVENUES | DEBT SERVICE | CAPITAL PROJECTS | PERMANENT | PROPRIETARY | BUDGET 2026 | RE-ESTIMATED 2025 | ACTUAL 2024 |
|-------------------------------------------------|---------------|------------------|----------------------|--------------|------------------|-----------|-------------|-------------|-------------------|-------------|
| <b>Revenues &amp; Other Financing Sources</b>   |               |                  |                      |              |                  |           |             |             |                   |             |
| Taxes Levied on Property                        | 1 34,400,020  | 4,939,644        |                      | 18,048,107   | 0                | 0         |             | 57,387,771  | 54,275,717        | 47,083,034  |
| Less: Uncollected Property Taxes-Levy Year      | 2 0           | 0                | 0                    | 0            | 0                | 0         |             | 0           | 0                 | 0           |
| Net Current Property Taxes                      | 3 34,400,020  | 4,939,644        |                      | 18,048,107   | 0                | 0         |             | 57,387,771  | 54,275,717        | 47,083,034  |
| Delinquent Property Taxes                       | 4 0           | 0                | 0                    | 0            | 0                | 0         |             | 0           | 0                 | -28,933     |
| TIF Revenues                                    | 5             |                  | 8,322,035            |              |                  |           |             | 8,322,035   | 7,976,361         | 10,346,451  |
| Other City Taxes                                | 6 4,295,583   | 28,118           |                      | 100,130      | 0                | 0         |             | 4,423,831   | 4,724,271         | 4,167,885   |
| Licenses & Permits                              | 7 1,956,600   | 0                |                      |              |                  |           | 72,000      | 2,028,600   | 2,027,600         | 2,071,539   |
| Use of Money and Property                       | 8 3,851,358   | 403,000          | 248,000              | 223,000      | 1,250,000        | 0         | 496,725     | 6,472,083   | 7,662,138         | 7,940,352   |
| Intergovernmental                               | 9 1,423,141   | 10,763,833       | 0                    | 158,797      | 1,242,046        |           | 750,000     | 14,337,817  | 13,600,665        | 17,871,779  |
| Charges for Fees & Service                      | 10 5,746,771  | 20,000           |                      | 0            | 0                | 0         | 46,741,908  | 52,508,679  | 49,478,068        | 49,287,739  |
| Special Assessments                             | 11 0          | 0                |                      | 0            | 0                |           | 0           | 0           | 1,203,490         | 1,537,276   |
| Miscellaneous                                   | 12 697,514    | 64,775           |                      | 0            | 1,303,610        | 0         | 3,163,000   | 5,228,899   | 4,271,232         | 6,692,561   |
| Sub-Total Revenues                              | 13 52,370,987 | 16,219,370       | 8,570,035            | 18,530,034   | 3,795,656        | 0         | 51,223,633  | 150,709,715 | 145,219,542       | 146,969,683 |
| <b>Other Financing Sources:</b>                 |               |                  |                      |              |                  |           |             |             |                   |             |
| <b>Total Transfers In</b>                       | 14 5,448,435  | 9,000            | 0                    | 8,524,650    | 4,756,000        | 0         | 1,148,667   | 19,886,752  | 18,051,345        | 16,441,009  |
| Proceeds of Debt                                | 15 0          | 0                | 0                    | 0            | 25,194,167       |           | 18,223,711  | 43,417,878  | 28,063,576        | 28,953,745  |
| Proceeds of Capital Asset Sales                 | 16 0          | 0                | 0                    | 0            | 0                | 0         | 0           | 0           | 0                 | 0           |
| <b>Total Revenues and Other Sources</b>         | 17 57,819,422 | 16,228,370       | 8,570,035            | 27,054,684   | 33,745,823       | 0         | 70,596,011  | 214,014,345 | 191,334,463       | 192,364,437 |
| <b>Expenditures &amp; Other Financing Uses</b>  |               |                  |                      |              |                  |           |             |             |                   |             |
| Public Safety                                   | 18 32,392,127 | 3,493,156        | 0                    |              |                  | 0         |             | 35,885,283  | 35,235,125        | 27,881,706  |
| Public Works                                    | 19 745,736    | 9,543,022        | 0                    |              |                  | 0         |             | 10,288,758  | 11,651,642        | 9,134,063   |
| Health and Social Services                      | 20 0          | 0                | 0                    | 0            |                  | 0         | 0           | 0           | 0                 | 0           |
| Culture and Recreation                          | 21 12,380,921 | 76,159           | 0                    |              |                  | 0         |             | 12,457,080  | 12,348,992        | 10,335,744  |
| Community and Economic Development              | 22 2,950,262  | 0                | 3,212,250            |              |                  | 0         |             | 6,162,512   | 6,483,685         | 5,411,741   |
| General Government                              | 23 5,639,443  | 0                | 0                    | 0            |                  | 0         |             | 5,639,443   | 5,694,242         | 5,325,544   |
| Debt Service                                    | 24 0          | 0                | 0                    | 27,055,475   |                  | 0         |             | 27,055,475  | 26,083,554        | 25,026,907  |
| Capital Projects                                | 25 0          | 0                | 0                    | 0            | 29,219,591       | 0         |             | 29,219,591  | 39,428,703        | 29,734,504  |
| <b>Total Government Activities Expenditures</b> | 26 54,108,489 | 13,112,337       | 3,212,250            | 27,055,475   | 29,219,591       | 0         |             | 126,708,142 | 136,925,943       | 112,850,209 |
| Business Type Proprietary: Enterprise & ISF     | 27            |                  |                      |              |                  |           | 71,339,485  | 71,339,485  | 53,160,169        | 45,622,783  |
| <b>Total Gov &amp; Bus Type Expenditures</b>    | 28 54,108,489 | 13,112,337       | 3,212,250            | 27,055,475   | 29,219,591       | 0         | 71,339,485  | 198,047,627 | 190,086,112       | 158,472,992 |
| <b>Total Transfers Out</b>                      | 29 4,210,850  | 3,034,302        | 6,054,139            | 0            | 705,000          | 0         | 5,882,461   | 19,886,752  | 18,051,345        | 16,441,009  |
| Total ALL Expenditures/Fund Transfers Out       | 30 58,319,339 | 16,146,639       | 9,266,389            | 27,055,475   | 29,924,591       | 0         | 77,221,946  | 217,934,379 | 208,137,457       | 174,914,001 |
| Excess Revenues & Other Sources Over            | 31            |                  |                      |              |                  |           |             |             |                   |             |
| (Under) Expenditures/Transfers Out              | 32 -499,917   | 81,731           | -696,354             | -791         | 3,821,232        | 0         | -6,625,935  | -3,920,034  | -16,802,994       | 17,450,436  |
| <b>Beginning Fund Balance July 1</b>            | 33 37,827,894 | 11,407,409       | 1,713,837            | 2,113,792    | 23,174,049       | 0         | 67,052,106  | 143,289,087 | 160,092,081       | 142,641,645 |
| <b>Ending Fund Balance June 30</b>              | 34 37,327,977 | 11,489,140       | 1,017,483            | 2,113,001    | 26,995,281       | 0         | 60,426,171  | 139,369,053 | 143,289,087       | 160,092,081 |



LONG TERM DEBT SCHEDULE - LT DEBT1

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name                                             | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-------------------------------------------------------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
| 2014G General Obligation Refunding Capital Loan Notes | 1 22,450,000    | GO                      | 2014-469               | 1,925,000        | 218,838         | 2,143,838               | 500                                | 0                                                             | 0                                                          | 2,144,338                                  |
| 2016A General Obligation Refunding Bonds              | 2 13,090,000    | GO                      | 2016-107               | 330,000          | 26,425          | 356,425                 | 500                                | 0                                                             | 0                                                          | 356,925                                    |
| 2016B General Obligation Bonds                        | 3 13,000,000    | GO                      | 2016-173               | 925,000          | 18,500          | 943,500                 | 500                                | 0                                                             | 408,000                                                    | 536,000                                    |
| 2017A General Obligation Bonds                        | 4 11,675,000    | GO                      | 2017-212               | 920,000          | 43,081          | 963,081                 | 500                                | 0                                                             | 622,944                                                    | 340,637                                    |
| 2017B Water Revenue Bonds                             | 5 1,605,000     | NON-GO                  | 2017-214               | 150,000          | 16,269          | 166,269                 | 500                                | 0                                                             | 166,769                                                    | 0                                          |
| 2018A General Obligation Bonds                        | 6 17,970,000    | GO                      | 2018-236               | 1,620,000        | 184,200         | 1,804,200               | 600                                | 0                                                             | 662,850                                                    | 1,141,950                                  |
| 2018B Water Revenue Bonds                             | 7 5,990,000     | NON-GO                  | 2018-238               | 400,000          | 117,831         | 517,831                 | 600                                | 0                                                             | 518,431                                                    | 0                                          |
| 2019A General Obligation Bonds                        | 8 20,740,000    | GO                      | 2019-205               | 1,900,000        | 366,650         | 2,266,650               | 600                                | 0                                                             | 1,658,600                                                  | 608,650                                    |
| 2019B Water Revenue Bonds                             | 9 5,090,000     | NON-GO                  | 2019-207               | 320,000          | 131,950         | 451,950                 | 600                                | 0                                                             | 452,550                                                    | 0                                          |
| 2020A General Obligation Bonds                        | 10 17,520,000   | GO                      | 2020-233               | 1,540,000        | 248,950         | 1,788,950               | 600                                | 0                                                             | 1,015,150                                                  | 774,400                                    |
| 2020B Water Revenue Bonds                             | 11 3,375,000    | NON-GO                  | 2020-235               | 220,000          | 59,575          | 279,575                 | 600                                | 0                                                             | 280,175                                                    | 0                                          |
| 2021A General Obligation Bonds                        | 12 25,045,000   | GO                      | 2021-244               | 2,655,000        | 494,700         | 3,149,700               | 600                                | 0                                                             | 1,872,300                                                  | 1,278,000                                  |
| 2021B Water Revenue Capital Loan Notes                | 13 2,865,000    | NON-GO                  | 2021-179               | 128,000          | 41,563          | 169,563                 | 5937                               | 0                                                             | 175,500                                                    | 0                                          |
| 2022A General Obligation Bonds                        | 14 31,665,000   | GO                      | 2022-257               | 3,105,000        | 889,675         | 3,994,675               | 600                                | 0                                                             | 1,542,744                                                  | 2,452,531                                  |
| 2023A Water Revenue Capital Loan Notes                | 15 5,783,000    | NON-GO                  | 2023-172               | 248,000          | 92,785          | 340,785                 | 13,255                             | 0                                                             | 354,040                                                    | 0                                          |
| 2023B General Obligation Bonds                        | 16 13,790,000   | GO                      | 2023-250               | 855,000          | 408,000         | 1,263,000               | 600                                | 0                                                             | 59,500                                                     | 1,204,100                                  |
| 2023C Water Revenue Capital Loan Notes                | 17 3,248,000    | NON-GO                  | 2023-208               | 145,000          | 54,338          | 199,338                 | 7,763                              | 0                                                             | 207,101                                                    | 0                                          |
| 2023D Water Revenue Capital Loan Notes                | 18 11,103,000   | NON-GO                  | 2023-461               | 466,000          | 178,602         | 644,602                 | 25,515                             | 0                                                             | 670,117                                                    | 0                                          |
| 2024A General Obligation Bonds                        | 19 16,260,000   | GO                      | 2024-257               | 4,575,000        | 574,250         | 5,149,250               | 600                                | 0                                                             | 147,000                                                    | 5,002,850                                  |
| 2024B Water Revenue Bonds                             | 20 3,780,000    | NON-GO                  | 2024-259               | 185,000          | 164,900         | 349,900                 | 600                                | 0                                                             | 350,500                                                    | 0                                          |
| 2025A General Obligation Bonds                        | 21 20,475,000   | GO                      | 2025-115               | 2,250,000        | 975,406         | 3,225,406               | 600                                | 0                                                             | 535,562                                                    | 2,690,444                                  |
| 2025B Water Revenue Capital Loan Notes                | 22 1,107,000    | NON-GO                  |                        | 38,000           | 30,039          | 68,039                  | 0                                  | 0                                                             | 68,039                                                     | 0                                          |
| 2025C Water Revenue Capital Loan Notes                | 23 8,623,000    | NON-GO                  |                        | 290,000          | 172,460         | 462,460                 | 0                                  | 0                                                             | 462,460                                                    | 0                                          |
| Business Property Tax Credit                          | 24              | NON-GO                  |                        |                  |                 | 0                       |                                    |                                                               | 91,653                                                     | -91,653                                    |
| Commercial and Industrial Replacement                 | 25              | NON-GO                  |                        |                  |                 | 0                       |                                    |                                                               | 67,144                                                     | -67,144                                    |
| Interest Income                                       | 26              | NON-GO                  |                        |                  |                 | 0                       |                                    |                                                               | 223,000                                                    | -223,000                                   |
| Mobile Home Taxes                                     | 27              | NON-GO                  |                        |                  |                 | 0                       |                                    |                                                               | 8,000                                                      | -8,000                                     |
| Use of Cash Reserves                                  | 28              | NON-GO                  |                        |                  |                 | 0                       |                                    |                                                               | 791                                                        | -791                                       |
|                                                       | 29              | -                       |                        |                  |                 | 0                       |                                    |                                                               | 0                                                          | 0                                          |
|                                                       | 30              | -                       |                        |                  |                 | 0                       |                                    |                                                               | 0                                                          | 0                                          |
| TOTALS                                                |                 |                         |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                             | 0                                                             | 12,620,920                                                 | 18,140,237                                 |

## LONG TERM DEBT SCHEDULE - LT DEBT2

## GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-----------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
|           | 31              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 32              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 33              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 34              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 35              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 36              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 37              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 38              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 39              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 40              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 41              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 42              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 43              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 44              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 45              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 46              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 47              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 48              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 49              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 50              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 51              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 52              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 53              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 54              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 55              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 56              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 57              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 58              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 59              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
|           | 60              | -                       |                        |                  |                 |                         | 0                                  |                                                               |                                                            | 0                                          |
| TOTALS    |                 |                         |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                             | 0                                                             | 12,620,920                                                 | 18,140,237                                 |

LONG TERM DEBT SCHEDULE - LT DEBT3

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./ Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-----------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|-------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
|           | 61              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 62              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 63              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 64              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 65              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 66              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 67              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 68              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 69              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 70              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 71              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 72              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 73              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 74              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 75              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 76              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 77              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 78              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 79              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 80              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 81              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 82              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 83              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 84              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 85              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 86              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 87              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 88              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 89              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
|           | 90              | -                       |                        |                  |                 |                         | 0                                   |                                                               |                                                            | 0                                          |
| TOTALS    |                 |                         |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                              | 0                                                             | 12,620,920                                                 | 18,140,237                                 |

LONG TERM DEBT SCHEDULE - LT DEBT4

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./ Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-----------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|-------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
|           | 91              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 92              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 93              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 94              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 95              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 96              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 97              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 98              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 99              | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 100             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 101             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 102             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 103             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 104             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 105             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 106             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 107             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 108             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 109             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 110             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 111             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 112             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 113             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 114             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 115             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 116             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 117             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 118             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 119             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
| TOTALS    |                 | -                       |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                              | 0                                                             | 12,620,920                                                 | 18,140,237                                 |

LONG TERM DEBT SCHEDULE - LT DEBT5

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./ Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-----------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|-------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
|           | 121             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 122             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 123             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 124             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 125             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 126             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 127             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 128             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 129             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 130             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 131             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 132             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 133             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 134             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 135             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 136             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 137             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 138             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 139             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 140             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 141             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 142             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 143             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 144             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 145             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 146             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 147             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 148             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
|           | 149             | -                       |                        |                  |                 | 0                       |                                     |                                                               |                                                            | 0                                          |
| TOTALS    |                 |                         |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                              | 0                                                             | 12,620,920                                                 | 18,140,237                                 |

## LONG TERM DEBT SCHEDULE - LT DEBT6

## GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-----------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
|           | 151             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 152             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 153             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 154             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 155             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 156             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 157             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 158             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 159             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 160             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 161             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 162             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 163             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 164             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 165             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 166             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 167             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 168             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 169             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 170             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 171             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 172             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 173             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 174             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 175             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 176             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 177             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 178             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 179             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
| TOTALS    |                 |                         |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                             | 0                                                             | 12,620,920                                                 | 18,140,237                                 |

## GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

| Debt Name | Amount of Issue | Type of Debt Obligation | Debt Resolution Number | Principal Due FY | Interest Due FY | Total Obligation Due FY | Bond Reg./Paying Agent Fees Due FY | Reductions due to Refinancing or Prepayment of Certified Debt | Paid from Funds OTHER THAN Current Year Debt Service Taxes | Amount Paid Current Year Debt Service Levy |
|-----------|-----------------|-------------------------|------------------------|------------------|-----------------|-------------------------|------------------------------------|---------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------|
|           | 181             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 182             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 183             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 184             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 185             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 186             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 187             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 188             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 189             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 190             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 191             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 192             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 193             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 194             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 195             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 196             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 197             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 198             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 199             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 200             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 201             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 202             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 203             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 204             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 205             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 206             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 207             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 208             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
|           | 209             | -                       |                        |                  |                 | 0                       |                                    |                                                               |                                                            | 0                                          |
| TOTALS    |                 | -                       |                        | 25,190,000       | 5,508,987       | 30,698,987              | 62,170                             | 0                                                             | 12,620,920                                                 | 18,140,237                                 |



LONG TERM DEBT SCHEDULE - GRAND TOTALS

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

|                   | Principal Due<br>FY 2026 | Interest Due<br>FY 2026 | Total Obligation Due<br>FY 2026 | Bond Reg./ Paying Agent<br>Fees Due FY 2026 | Reductions due to Refinancing or<br>Prepayment of Certified Debt | Paid from Sources OTHER THAN<br>Budget Year Debt Service Levy | Amount Paid Budget Year<br>Debt Service Levy |
|-------------------|--------------------------|-------------------------|---------------------------------|---------------------------------------------|------------------------------------------------------------------|---------------------------------------------------------------|----------------------------------------------|
| GO - TOTAL        | 22,600,000               | 4,448,675               | 27,048,675                      | 6,800                                       | 0                                                                | 8,524,650                                                     | 18,530,825                                   |
| NON GO -<br>TOTAL | 2,590,000                | 1,060,312               | 3,650,312                       | 55,370                                      | 0                                                                | 4,096,270                                                     | -390,588                                     |
| GRAND -<br>TOTAL  | 25,190,000               | 5,508,987               | 30,698,987                      | 62,170                                      | 0                                                                | 12,620,920                                                    | 18,140,237                                   |

**NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET**  
**Fiscal Year July 1, 2025 - June 30, 2026**

City of: **ANKENY**

The City Council will conduct a public hearing on the proposed Budget at: **Ankeny Kirkendall Public Library Council Chambers Meeting Date: 4/21/2025 Meeting Time: 05:30 PM**

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

| The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library. |                                                     |                |                      |                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|----------------|----------------------|----------------|
| The estimated Total tax levy rate per \$1000 valuation on regular property                                                                                                                                          |                                                     |                |                      | 9.90000        |
| The estimated tax levy rate per \$1000 valuation on Agricultural property is                                                                                                                                        |                                                     |                |                      | 3.00375        |
| At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.                                                                               |                                                     |                |                      |                |
| Phone Number<br>(515) 965-6400                                                                                                                                                                                      | City Clerk/Finance Officer's NAME<br>Jennifer Sease |                |                      |                |
|                                                                                                                                                                                                                     |                                                     | Budget FY 2026 | Re-estimated FY 2025 | Actual FY 2024 |
| <b>Revenues &amp; Other Financing Sources</b>                                                                                                                                                                       |                                                     |                |                      |                |
| Taxes Levied on Property                                                                                                                                                                                            | 1                                                   | 57,387,771     | 54,275,717           | 47,083,034     |
| Less: Uncollected Property Taxes-Levy Year                                                                                                                                                                          | 2                                                   | 0              | 0                    | 0              |
| <b>Net Current Property Taxes</b>                                                                                                                                                                                   | 3                                                   | 57,387,771     | 54,275,717           | 47,083,034     |
| Delinquent Property Taxes                                                                                                                                                                                           | 4                                                   | 0              | 0                    | -28,933        |
| TIF Revenues                                                                                                                                                                                                        | 5                                                   | 8,322,035      | 7,976,361            | 10,346,451     |
| Other City Taxes                                                                                                                                                                                                    | 6                                                   | 4,423,831      | 4,724,271            | 4,167,885      |
| Licenses & Permits                                                                                                                                                                                                  | 7                                                   | 2,028,600      | 2,027,600            | 2,071,539      |
| Use of Money and Property                                                                                                                                                                                           | 8                                                   | 6,472,083      | 7,662,138            | 7,940,352      |
| Intergovernmental                                                                                                                                                                                                   | 9                                                   | 14,337,817     | 13,600,665           | 17,871,779     |
| Charges for Fees & Service                                                                                                                                                                                          | 10                                                  | 52,508,679     | 49,478,068           | 49,287,739     |
| Special Assessments                                                                                                                                                                                                 | 11                                                  | 0              | 1,203,490            | 1,537,276      |
| Miscellaneous                                                                                                                                                                                                       | 12                                                  | 5,228,899      | 4,271,232            | 6,692,561      |
| Other Financing Sources                                                                                                                                                                                             | 13                                                  | 43,417,878     | 28,063,576           | 28,953,745     |
| Transfers In                                                                                                                                                                                                        | 14                                                  | 19,886,752     | 18,051,345           | 16,441,009     |
| <b>Total Revenues and Other Sources</b>                                                                                                                                                                             | 15                                                  | 214,014,345    | 191,334,463          | 192,364,437    |
| <b>Expenditures &amp; Other Financing Uses</b>                                                                                                                                                                      |                                                     |                |                      |                |
| Public Safety                                                                                                                                                                                                       | 16                                                  | 35,885,283     | 35,235,125           | 27,881,706     |
| Public Works                                                                                                                                                                                                        | 17                                                  | 10,288,758     | 11,651,642           | 9,134,063      |
| Health and Social Services                                                                                                                                                                                          | 18                                                  | 0              | 0                    | 0              |
| Culture and Recreation                                                                                                                                                                                              | 19                                                  | 12,457,080     | 12,348,992           | 10,335,744     |
| Community and Economic Development                                                                                                                                                                                  | 20                                                  | 6,162,512      | 6,483,685            | 5,411,741      |
| General Government                                                                                                                                                                                                  | 21                                                  | 5,639,443      | 5,694,242            | 5,325,544      |
| Debt Service                                                                                                                                                                                                        | 22                                                  | 27,055,475     | 26,083,554           | 25,026,907     |
| Capital Projects                                                                                                                                                                                                    | 23                                                  | 29,219,591     | 39,428,703           | 29,734,504     |
| <b>Total Government Activities Expenditures</b>                                                                                                                                                                     | 24                                                  | 126,708,142    | 136,925,943          | 112,850,209    |
| Business Type / Enterprises                                                                                                                                                                                         | 25                                                  | 71,339,485     | 53,160,169           | 45,622,783     |
| <b>Total ALL Expenditures</b>                                                                                                                                                                                       | 26                                                  | 198,047,627    | 190,086,112          | 158,472,992    |
| Transfers Out                                                                                                                                                                                                       | 27                                                  | 19,886,752     | 18,051,345           | 16,441,009     |
| Total ALL Expenditures/Transfers Out                                                                                                                                                                                | 28                                                  | 217,934,379    | 208,137,457          | 174,914,001    |
| <b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>                                                                                                                                  | 29                                                  | -3,920,034     | -16,802,994          | 17,450,436     |
| Beginning Fund Balance July 1                                                                                                                                                                                       | 30                                                  | 143,289,087    | 160,092,081          | 142,641,645    |
| <b>Ending Fund Balance June 30</b>                                                                                                                                                                                  | 31                                                  | 139,369,053    | 143,289,087          | 160,092,081    |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Approval of official council actions of the regular meeting of April 7, 2025 as published, subject to correction, as recommended by the City Clerk.

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Minutes

## **MINUTES OF THE ANKENY CITY COUNCIL**

Monday, April 7, 2025 5:30 p.m.

Ankeny Kirkendall Library - City Council Chambers

Bobbi Bentz, Mayor

Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

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Mayor Bobbi Bentz called the meeting to order at 5:30 p.m. Council Members Dustin Graber, Jeff Perry, Joe Ruddy, Todd Shafer, and Kelly Stearns were in attendance. City Manager Mike Schrock and City Attorney Pat Burk were also present. Mayor Bentz led in the Pledge of Allegiance.

### **CEREMONY**

1. Mayor Bentz proclaimed the month of April 2025 as Fair Housing Month.

### **PUBLIC FORUM**

1. Trent Murphy, Interim CEO Ankeny Chamber, provided an update on the Chamber and SummerFest preparations.
2. Sally Dix, President Bravo Greater Des Moines, presented information about Bravo's funding programs, ridership, impacts and opportunities.

### **APPROVAL OF AGENDA**

1. Council Member Shafer moved, Graber seconded, to approve and accept the April 7, 2025 agenda without amendment. Ayes: 5.

### **PUBLIC HEARING**

1. PH 2025-29. Mayor Bentz announced that public hearing 2025-29 has been canceled and will be reset.
2. PH 2025-30. Mayor Bentz announced this is the time and place for a public hearing on the matter of the proposed Ordinance 2201 amending the zoning regulations, Chapter 192, of the Municipal Code of the City of Ankeny, Iowa, by rezoning certain real estate owned by Jerry's Homes Inc. from its current R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development. Layman's Description – approximately 19.79 acres (+/-) located northeast of the intersection of NW Weigel Drive and NW 18th Street south of the High Trestle Trail. Notice of this hearing was published in the Des Moines Register on the 28th day of March, 2025 and notices were mailed to affected property owners as required by law.

Eric Jensen, Community Development Director, reported the area subject to the proposed rezoning consists of three parcels. The property is currently zoned R-3, Multiple Family Residence District restricted to 10 units per acres. Property to the north is zoned R-3, Multiple Family Residence District restricted to single family. Properties to the east and west are zoned R-1, One-Family Residence District, and to the south is zoned PUD. The proposal includes development of 54 single-family homes to be accessed off of NW Weigel Drive on minimum lot widths of 50 feet with 6,000 sq ft lot minimum.

Mayor Bentz then asked for any public comment regarding the proposed rezoning. Erin Ollendike, Civil Design Advantage, spoke on behalf of Jerry's Homes, Inc. and offered to answer questions. Council Member Shafer moved, Stearns seconded, to close public hearing

2025-30. Ayes: 5. Council Member Stearns moved, Ruddy seconded, to accept first consideration of ORDINANCE 2201. Ayes: Stearns, Ruddy, Graber, Perry, Shafer.

3. PH 2025-31. Mayor Bentz announced this is the time and place for a public hearing on the matter of the proposed Ordinance 2202 vacating a Public Utility Easement, located on Lots 4 and 5, Kimberley Crossing Plat 2. Notice of this hearing was published in the Des Moines Register on the 28<sup>th</sup> day of March, 2025.

Eric Jensen, Community Development Director, reported that DR Horton-Iowa, LLC requested the vacation. These lots were previously a part of Lot 16, Kimberley Crossing Plat 1. This lot was intended for a clubhouse and amenities, but was replatted into five single-family lots. The vacated easement has been replaced with a different easement to facilitate future development.

Mayor Bentz then asked for any public comment regarding the proposed vacation. Hearing no comments, Council Member Graber moved, Stearns seconded, to close public hearing 2025-31. Ayes: 5. Council Member Stearns moved, Ruddy seconded, to accept first consideration of Ordinance 2202. Ayes: Stearns, Ruddy, Graber, Perry, Shafer.

4. PH 2025-32. Mayor Bentz announced this is the time and place for a public hearing on the matter of the proposed Ordinance 2203 vacating a Public Gas Easement, located on Lots 4 and 5, Kimberley Crossing Plat 2. Notice of this hearing was published in the Des Moines Register on the 28<sup>th</sup> day of March, 2025.

Eric Jensen, Community Development Director, reported that DR Horton-Iowa, LLC requested the vacation. These lots were previously a part of Lot 16, Kimberley Crossing Plat 1. This lot was intended for a clubhouse and amenities, but was replatted into five single-family lots. The vacated easement has been replaced with a different easement to facilitate future development.

Mayor Bentz then asked for any public comment regarding the proposed vacation. Hearing no comments, Council Member Graber moved, Stearns seconded, to close public hearing 2025-32. Ayes: 5. Council Member Stearns moved, Graber seconded, to accept first consideration of Ordinance 2203. Ayes: Stearns, Graber, Perry, Ruddy, Shafer.

5. PH 2025-33. Mayor Bentz announced this is the time and place for a public hearing on the proposed Ordinance 2204 vacating a Public Drainage Easement, located on Lots 4 and 5, Kimberley Crossing Plat 2. Notice of this hearing was published in the Des Moines Register on the 28<sup>th</sup> day of March, 2025.

Eric Jensen, Community Development Director, reported that DR Horton-Iowa, LLC requested the vacation, Kimberley Crossing Plat 2. These lots were previously a part of Lot 16, Kimberley Crossing Plat 1. This lot was intended for a clubhouse and amenities, but was replatted into five single-family lots. The vacated easement has been replaced with a different easement to facilitate future development.

Mayor Bentz then asked for any public comment regarding the proposed vacation. Hearing no comments, Council Member Graber moved, Stearns seconded, to close public hearing 2025-33. Ayes: 5. Council Member Graber moved, Stearns seconded, to accept first consideration of Ordinance 2204. Ayes: Graber, Stearns, Perry, Ruddy, Shafer.

6. PH 2025-34. Mayor Bentz announced this is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract, estimate of cost and enhancement of payment for construction of certain public improvements described in general

as construction of the 2025 PCC Reconstruction Program – NW 9<sup>th</sup> Street project. Notice of this hearing was published in the Des Moines Register on the 21<sup>st</sup> day of March, 2025.

Mark Mueller, Public Works Director, reported that the project includes pavement reconstruction and utility improvements along NW 9th Street from approximately 375 feet west of NW School Street to just east of NW Logan Street in the City of Ankeny.

Mayor Bentz then asked for any public comment regarding the proposed project. Hearing no comments, Council Member Stearns moved, Shafer seconded, to close public hearing 2025-34. Ayes: 5. Council Member Stearns moved, Ruddy seconded, to adopt 1) **RESOLUTION 2025-146** adopting plans, specifications, form of contract, estimate of cost \$1,211,142.50 and enhancement of payment; 2) receive and file report of bids received April 1, 2025; 3) adopt **RESOLUTION 2025-147** making award of construction contract with Con-Struct, Inc. in the amount of \$1,366,666.00; and 4) adopt **RESOLUTION 2025-148** approving contract and bonds with Con-Struct, Inc. in the amount of \$1,366,666.00. Ayes: Stearns, Ruddy, Graber, Perry, Shafer.

## APPROVAL OF CONSENT AGENDA

### Minutes

1. Official council actions of the regular meeting of March 17, 2025, as published.
2. Receive and file minutes of the Plan and Zoning Commission meeting of March 4, 2025.
3. Receive and file minutes of the Library Board of Trustee meeting of February 20, 2025.

### Licenses and Permits

4. Issuance of liquor licenses and beer/wine permits in the City of Ankeny.

### Finance/Budget

5. Change Order #2 increasing the contract amount \$8,404.36 to Eick & Day Construction for construction services on the Otter Creek Clubhouse Renovations project.
6. Change Order #1 increasing the contract amount by \$2,035.00 to On Track Construction, LLC, for construction services on the SW Walnut Street and SW Ordinance Road Water Main Project.
7. Payment #5 in the amount of \$62,023.00 to Bolton & Menk, Inc., for engineering services on the NW Prairie Ridge Dr - NW 9th St & NW Ash Dr Intersection Improvements project.
8. Payment #7 in the amount of \$359,009.76 to CB&I Storage Tank Solutions LLC, for construction services on the NW Irvinedale Elevated Storage Tank project.
9. Payment #3 in the amount of \$9,087.15 to Eick & Day Construction for construction services on the Otter Creek Clubhouse Renovations project.
10. Payment #9 in the amount of \$69,389.10 to Foth Infrastructure and Environment, LLC for engineering services on the West First Street Widening and Improvements - Phase 2 project.
11. Payment #4 in the amount of \$62,070.39 to Graphite Construction Group for construction services on the Watercrest Park Expansion project.
12. Payment #6 in the amount of \$4,705.50 to JEO Consulting Group, Inc., for engineering services on the SW Magazine Road and SW Cherry Street Concept Study project.
13. Payment #12 in the amount of \$5,686.83 to MSA Professional Services, Inc., for engineering services on the SW Walnut Street and SW Ordinance Road Water Main project.
14. Payment #9 in the amount of \$13,807.58 to Olsson, Inc., for engineering services on the Fiber Optic Network Upgrade project.

15. Payment #1 in the amount of \$6,406.71 to Olsson, Inc., for engineering services on the SW Oralabor Road & SW Irvinedale Drive Intersection Improvements project.
16. Payment #1 in the amount of \$20,125.75 to On Track Construction, LLC, Inc., for construction services on the SW Walnut Street and SW Ordinance Road Water Main project.
17. Payment #13 in the amount of \$85,637.53 to Snyder & Associates, for engineering services on the N Ankeny Blvd Improvements 1st Street to 11th Street project.
18. Payment #7 in the amount of \$6,090.00 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements-Phase 4 project.
19. Payment #43 in the amount of \$7,971.00 to Snyder & Associates, Inc., for engineering services on the NE Delaware Ave Recon - NE 5th St to NE 18th St project.
20. Payment #1 in the amount of \$27,374.40 to Snyder & Associates, Inc., for engineering services on the S Ankeny Blvd and Oralabor Rd Concept Study project.
21. Payment #8 in the amount of \$33,658.80 to Snyder & Associates, Inc., for engineering services on the Sawgrass Park Dam Improvements project.
22. April 7, 2025 Accounts Payable by fund: General \$835,897; Hotel Motel Tax \$34,947; Police Gift \$271; Road Use Tax \$137,847; Library Foundation \$1,155; Solid Waste \$110,341; Water \$779,745; Sewer \$13,916; Storm Water \$18,982; Golf Course \$44,443; Enterprise Project \$470,110; Revolving \$46,379; Risk Management \$22,484; Health Insurance \$973; Capital Projects \$794,294; Payroll Totals \$2,012,917; Transfers/ACH (\$219,397); Agenda Payments Approved Separately (\$773,044); Grand Total \$4,332,260.

#### Community Development Items

23. **RESOLUTION 2025-149** accepting the final plat, warranty deed for streets, performance and maintenance bonds for public improvements, platted and offsite easements, parksite dedication agreement, and pavement/improvement shortage payment for NE 28th Street, for Plaza 36 Plat 2.
24. **RESOLUTION 2025-150** approving plans and specifications, and accepting contracts, performance and maintenance bonds for the construction of water main, sanitary sewer and storm sewer in Plaza 36 Plat 2.
25. **RESOLUTION 2025-151** approving plans and specifications, and accepting contracts, performance and maintenance bonds for construction of street paving in Plaza 36 Plat 2.
26. **RESOLUTION 2025-152** approving plans and specifications, and accepting contracts, performance and maintenance bonds for the construction of subgrade in Plaza 36 Plat 2.
27. **RESOLUTION 2025-153** accepting final plat, subdivision bonds for seeding and erosion control, performance and maintenance bonds for paving and underground improvements, platted easements, warranty deed for streets, warranty deed for parkland and sewer connection fee, for Pine Lake Estates Plat 2.
28. **RESOLUTION 2025-154** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of sanitary sewer, and storm sewer, and water main in Pine Lake Estates Plat 2.
29. **RESOLUTION 2025-155** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of street paving in Pine Lake Estates Plat 2.
30. **RESOLUTION 2025-156** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of subgrade in Pine Lake Estates Plat 2.
31. Grant preliminary approval of The Crossings at Deer Creek Plat 16 Final Plat.
32. **RESOLUTION 2025-157** setting a public hearing on a proposal to vacate an Ingress/Egress Easement associated with the development of Greystones at Prairie Trail Plat 1 (date of hrg: 4/21/25 @ 5:30 p.m.)
33. **RESOLUTION 2025-158** authorizing the mayor of the City of Ankeny to certify the August 15, 2024, Special Census for Ankeny, Iowa.

## Engineering Items

34. **RESOLUTION 2025-159** accepting a purchase agreement and approving documents for the acquisition of street right-of-way and temporary construction easement for the NW Irvinedale Drive & NW 18th Street Intersection Improvements project in Ankeny, Iowa. (Rock Equity Holdings LLC)
35. **RESOLUTION 2025-160** accepting a purchase agreement and approving documents for the acquisition of temporary construction easement for the NW Irvinedale Drive & NW 18th Street Intersection Improvements project in Ankeny, Iowa. (Village At Trestle Crossing Lot 45 Condominiums)
36. **RESOLUTION 2025-161** accepting a purchase agreement and approving documents for the acquisition of street right-of-way and temporary construction easement for the NW Irvinedale Drive & NW 18th Street Intersection Improvements project in Ankeny, Iowa. (NC Ankeny LLC)
37. **RESOLUTION 2025-162** to authorize the execution of a Predesign Agreement for Primary Road Project between Iowa Department of Transportation and the City of Ankeny for the cost-sharing for study of I-35 and SE Corporate Woods Drive Interchange.
38. **RESOLUTION 2025-163** accepting a Public Utility Easement from the Silver Land Company, L.C.
39. **RESOLUTION 2025-164** resetting public hearing on proposed connection fee ordinance for the NE 36th Street Water Connection District 2. (date of hrg: 5/5/25 @ 5:30 p.m.)

## Capital Improvement Projects

40. **RESOLUTION 2025-165** ordering construction on the 2025 Asphalt Street Resurfacing Program project and fixing a date for hearing thereon and taking of bids therefor. (date of bid opening: 4/29/25 @ 10:30 A.M. / date of hrg: 5/5/25 @ 5:30 P.M.)
41. **RESOLUTION 2025-166** accepting a proposal from TK Concrete, Inc. in the amount of \$170,040.00 for the construction of the 2025 Pedestrian Ramp Improvements Program - North Ankeny Boulevard project.
42. Approve the Professional Services Agreement with Bolton & Menk, Inc. for the traffic and concept study for the NW 18th Street Reconstruction - NW State Street to NW Ash Drive in an amount not to exceed \$96,276.00.

## Administrative Items

43. **RESOLUTION 2025-167** setting a public hearing on an Ordinance amending the Code of Ordinances of the City of Ankeny, Iowa, by amending Chapter 115 – Provisions pertaining to MidAmerican's Non-Exclusive Natural Gas Franchise (date of hrg: 4/21/2025 @ 5:30 p.m.)
44. **RESOLUTION 2025-168** setting a public hearing on an Ordinance amending the Code of Ordinances of the City of Ankeny, Iowa, by amending Chapter 117 – Provisions pertaining to MidAmerican's Non-Exclusive Electric Franchise (date of hrg: 4/21/2025 @ 5:30 p.m.)
45. Approve certification to the Treasurer of State of Iowa the population of the Hope Crest annexed territory as determined by the last certified federal census of said territory.
46. **RESOLUTION 2025-169** authorizing the City of Ankeny, Iowa approving the Iowa Department of Natural Resources Grant Project Cooperative Agreement, 2025 Community Forestry Grant Program.
47. Set public hearings on the 2025 Tobacco Compliance Checks and direct the City Clerk to provide notice of such hearings. (date of hrg: 5/19/25 @ 5:30 p.m.)
48. Set public hearing on Amendment of Current City Budget for Fiscal Year July 1, 2024 - June 30, 2025 and direct City Clerk to publish notice of such hearing (date of hrg: 4/21/25 @ 5:30 p.m.).
49. Set public hearing on Adoption of Budget and Certification of City Taxes for Fiscal Year July 1, 2025 - June 30, 2026 and direct City Clerk to publish notice of such hearing (date of hrg: 4/21/25 @ 5:30 p.m.).



50. **RESOLUTION 2025-170** authorizing the City of Ankeny to enter into a contract with the Iowa Economic Development Authority, MCF Operating, LLC DBA Mrs. Clark's Foods and MCF Realty, LLC.
51. Approve the Broadleaf Weed Control Services contract with Perficut Companies, LLC.

## **APPROVAL OF CONSENT AGENDA**

1. Council Member Stearns moved, second by Ruddy, to approve the recommendations for Consent Agenda Items CA-1 through CA-51. Ayes: Stearns, Ruddy, Graber, Perry, Shafer.

## **LEGISLATIVE BUSINESS**

### **Board Appointments**

52. Cultural Arts Board: Council Member Shafer moved, second by Stearns, to approve the reappointment of Hilary Kodatt and Kyle Robinson to serve on the Cultural Arts Board, effective May 1, 2025 to April 30, 2029. Ayes: Shafer, Stearns, Graber, Perry, Ruddy.

### **Approval of Ordinances**

53. **Ord 2193.** An Ordinance vacating a Public Utility & Drainage Easement located on Outlot X, Haws Plat 1. Council Member Stearns moved, Ruddy seconded, to accept third consideration of ORDINANCE 2193, sending it on its final passage and publication as required by law. Ayes: Stearns, Ruddy, Graber, Perry, Shafer. Council Member Stearns moved, Graber seconded, to adopt **RESOLUTION 2025-171** authorizing the sale of property vacated by the City of Ankeny, Iowa, to Snyder Development, LLC. Ayes: Stearns, Graber, Perry, Ruddy, Shafer.
54. **Ord 2194.** An Ordinance vacating a portion of an easement to Construct & Maintain Ditch & Dike located on Lot 1 and Lot A, Haws Plat 1. Council Member Graber moved, Stearns seconded, to accept third consideration of ORDINANCE 2194, sending it on its final passage and publication as required by law. Ayes: Graber, Stearns, Perry, Ruddy, Shafer. Council Member Stearns moved, Ruddy seconded, to adopt **RESOLUTION 2025-172** authorizing the sale of property vacated by the City of Ankeny, Iowa, to Snyder Development, LLC. Ayes: Stearns, Ruddy, Graber, Perry, Shafer.
55. **Ord 2195.** An Ordinance vacating a Sloping & Grading Easement located on Lot 1, Haws Plat 1. Council Member Graber moved, Ruddy seconded, to accept third consideration of ORDINANCE 2195, sending it on its final passage and publication as required by law. Ayes: Graber, Ruddy, Perry, Stearns, Shafer. Council Member Graber moved, Stearns seconded, to adopt **RESOLUTION 2025-173** authorizing the sale of property vacated by the City of Ankeny, Iowa, to Snyder Development, LLC. Ayes: Graber, Stearns, Perry, Ruddy, Shafer.
56. **Ord 2196.** An Ordinance vacating a Sanitary Sewer Easement located on Lot 1 and Outlot X, Haws Plat 1. Council Member Stearns moved, Ruddy seconded, to accept third consideration of ORDINANCE 2196, sending it on its final passage and publication as required by law. Ayes: Stearns, Ruddy, Graber, Perry, Shafer. Council Member Stearns moved, Ruddy seconded, to adopt **RESOLUTION 2025-174** authorizing the sale of property vacated by the City of Ankeny, Iowa, to Snyder Development, LLC. Ayes: Stearns, Ruddy, Graber, Perry, Shafer.
57. **Ord 2198.** An Ordinance vacating a portion of a Public Utility Easement located on Lot 1, Savannah at Ankeny. Council Member Stearns moved, Graber seconded, to accept second consideration of ORDINANCE 2198. Ayes: Stearns, Graber, Perry, Ruddy, Shafer.
58. **Ord 2199.** An Ordinance vacating a portion of a Public Ingress/Egress, Water Main, and Sanitary Sewer Easement located on Lot 1, Savannah at Ankeny. Council Member Graber moved, Stearns seconded, to accept second consideration of ORDINANCE 2199. Ayes: Graber, Stearns, Perry, Ruddy, Shafer.

## ADJOURNMENT

1. Meeting was adjourned at 6:39 p.m. and was immediately followed by a Council Action Planning Session.

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Michelle Yuska, City Clerk

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Bobbi B. Bentz, Mayor

Published in the Des Moines Register on 4/18/25.



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Approval of official council actions of the special meeting of April 7, 2025 as published,  
subject to correction, as recommended by the City Clerk.

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Minutes

## **MINUTES OF THE ANKENY CITY COUNCIL SPECIAL MEETING**

Monday, April 7, 2025

Ankeny Kirkendall Library - City Council Chambers

Bobbi Bentz, Mayor

Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

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Mayor Bentz called the meeting to order at 5 p.m. Council Members Dustin Graber, Jeff Perry, Joe Ruddy, Todd Shafer, and Kelly Stearns were in attendance. City Manager Mike Schrock and City Attorney Pat Burk were also present.

### **APPROVAL OF AGENDA**

1. Council Member Stearns moved, Graber seconded, to approve and accept the April 7, 2025 special meeting agenda as presented. Ayes: 5.

### **PUBLIC HEARING**

1. PH 2025-28. Mayor Bentz announced this is the time and place for a public hearing on the proposed property tax levy for fiscal year July 1, 2025 – June 30, 2026. Notice of this hearing was published in the Des Moines Register on the 21st day of March 2025.

Jennifer Sease, Administrative Services Director, reported that the proposed property tax levy of \$9.90 per \$1,000 of taxable valuation has been submitted to the Iowa Department of Management and the Polk County Auditor has mailed individual statements to property owners with the required information, including the date and time of this public hearing.

Mayor Bentz then asked for any public comment regarding the proposed property tax levy. Hearing no comments, Council Member Perry moved, Ruddy seconded, to close public hearing 2025-28. Ayes: Perry, Ruddy, Graber, Stearns, Shafer.

### **ADJOURNMENT**

1. Meeting was adjourned at 5:12 p.m.

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Michelle Yuska, City Clerk

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Bobbi Bentz, Mayor

Published in the Des Moines Register on the 18<sup>th</sup> day of April, 2025.



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Receive and file minutes of the Plan and Zoning Commission meeting of March 18, 2025.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. P&Z Minutes 2025-03-18

**Meeting Minutes**  
**Plan & Zoning Commission Meeting**  
Tuesday, March 18, 2025  
Ankeny City Council Chambers, Second Floor  
1250 SW District Drive, Ankeny, Iowa

**CALL TO ORDER**

Chair Ted Rapp called the March 18, 2025 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

**ROLL CALL**

Members present: Ted Rapp, Randy Weisheit, Lisa West, Trina Flack, and Todd Ripper. Absent: Glenn Hunter and Annette Renaud.

Staff present: Eric Jensen, Eric Carstens, Laura Hutzell, Bryan Morrissey, Ryan Kirschman and Brenda Fuglsang.

**AMENDMENTS TO THE AGENDA**

Motion by T.Flack to approve and accept the March 18, 2025 agenda without amendments. Second by T.Ripper. All voted aye. Motion carried 5 – 0.

**COMMUNICATIONS**

There were no communications.

**CITIZEN'S REQUEST**

There were no requests.

**CONSENT AGENDA ITEMS**

**Item #1. Minutes**

Motion to approve and accept the March 4, 2025 minutes of the Plan and Zoning Commission meeting.

Motion by T.Flack to approve the recommendations for Consent Agenda Items #1. Second by L.West. All voted aye. Motion carried 5 – 0.

**PUBLIC HEARING**

There were no public hearings.

**BUSINESS ITEMS**

**Item #2. Request by Susan L. Albaugh, DRA Properties, LC, James M. and Jodi K. Kahnk, Dennis R. Schmidt, John & Karen Jensen Trust, Threshold Otter Creek, LLC, and Jason & Melissa Smith for 80/20 Voluntary Urbanized Annexation of property into the City of Ankeny (2025 NE Ankeny DRA Properties Annexation)**

Staff Report: L.Hutzell reported that the request is for an 80/20 Voluntary Urbanized Annexation of approximately 839.68 acres of land, adjacent to the City's northeastern boundary. The annexation area is generally located east of Interstate 35, east of NE Four Mile Drive/NE 29th Street, west of NE 38th Street, north of NE 18th Street/NE 102nd Avenue, and along NE 36th Street. She stated that it is located within two miles of the City of Elkhart, which per Iowa Code, classifies the request as an urbanized annexation. L.Hutzell said 660.81 acres are owned by property owners who have signed a petition consenting to the annexation, while 155.36 acres are owned by property owners who have not signed a petition consenting to the annexation and there is approximately 23.51 acres of public road right-of-way. She noted that the non-consenting properties are included in the annexation request to avoid the creation of islands, which is required per Iowa Code. L.Hutzell said that the annexation territory is currently classified as Agricultural Transition District on the Polk County Zoning Map and Urban Fringe Overlay on the Polk County Future Land Use Map. The annexation area is identified in The Ankeny Plan 2040 Comprehensive Plan as being suitable for Low-Density Residential to the south and north ends of the annexation area with an area of Mixed Use on the west side, Medium Density Residential in the middle, along with pockets of High Density, Community Commercial, and Office/Business Park throughout. She stated that if the annexation request is approved by the City Development Board, it will initially be zoned R-1, One-Family Residence District, which is consistent with all newly incorporated properties in the City of Ankeny. L.Hutzell presented an aerial map illustrating the surrounding roads and the current location of the sanitary sewer



and water mains. She explained that any requirements for parkland dedication will be evaluated when the property is platted. She further said that this annexation area is partially within the City of Ankeny Fire Protection District and is fully covered for EMA and will affect police coverage areas, as does all new development. The annexation area lies within the Ankeny Community School District boundary. L.Hutzell stated that a consultation meeting is scheduled for Monday, March 24, 2025. She stated that the proposed annexation complies with the City of Ankeny's annexation policy and is identified as a future growth area in The Ankeny Plan 2040 Comprehensive Plan. Public utilities exist in and around the annexation area, which can be extended to serve this area. Therefore, staff is recommending that the Plan and Zoning Commission recommend City Council approval of the 2025 NE Ankeny DRA Properties Annexation.

T.Flack asked what the response was from the Cory family regarding annexation. L.Hutzell responded that she has not heard directly from the Cory family but said that they received a letter and are aware of the annexation.

L.West clarified with staff that the location of the sanitary sewer line comes from the south to the edge of the proposed annexation area. She then inquired whether the property to the northwest of this proposed annexation area is considered a peninsula. E.Jensen said it is the beginning makings of a peninsula, so staff will have to be cautious moving forward with annexations to the north to close the land area up.

Adam Schoeppner, Nilles Associates, Inc., 1933 SW Magazine Road on behalf of DRA Properties, Inc. said that DRA did reach out to the Cory Trust family members several times. He shared that there are four family members as part of the Trust, but only three out of the four were in agreement to sign on as part of the annexation. Since they all did not come to an agreement, the annexation is an 80/20. He asked the Commission if they had any further questions.

There were no more questions from the Commission.

Motion by T.Ripper to recommend City Council approval of the 2025 NE Ankeny DRA Properties 80/20 Voluntary Urbanized Annexation. Second by R.Weisheit. Motion carried 4 – 0 – 1 (Abstain: T.Rapp).

## **REPORTS**

### **City Council Meeting**

E.Jensen reported on the March 17, 2025 City Council meeting.

### **Director's Report**

E.Jensen presented the tentative agenda items for the Tuesday, April 8, 2025 Plan and Zoning Commission meeting. He shared that the Plan and Zoning Commission Retreat will be on Tuesday, March 25, 2025 from Noon to 4:30 p.m. in the Ankeny City Council Chambers.

### **Commissioner's Reports**

R.Weisheit shared that the IDOT S Ankeny Boulevard project seems to be moving forward as he was notified of the project.

## **MISCELLANEOUS ITEMS**

April 7, 2025 – 5:30 p.m. City Council Meeting Representative: Staff

## **ADJOURNMENT**

There being no further business, Chair Rapp adjourned the meeting. Meeting adjourned at 6:48 p.m.



Submitted by Brenda Fuglsang, Secretary  
Plan & Zoning Commission



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve the issuance of liquor licenses and beer/wine permits.

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED

Motion

LEGAL

Item reviewed by legal counsel.

EXECUTIVE SUMMARY

In accordance with the Iowa Code Section 123.1 and the City of Ankeny Code of Ordinances Chapter 130, "Liquor Licenses and Wine and Beer Permits," the following license(s) have been investigated and reviewed by the Ankeny Police Department, and when necessary, by Planning & Building and/or Fire Department staff, and are presented to the City Council for approval. Copies of license and/or beer applications are available, for your review, in the Office of the City Clerk.

1. CCW, LLC. d/b/a Huhot Mongolian Grill, 2310 SE Delaware Ave, Ste. A - Special Class C Retail Alcohol License (BW) (Renewal) - Effective May 1, 2025. PENDING DRAM ENDORSEMENT.
2. Lam Inc. d/b/a China Moon, 225 SE Oralabor Rd - Class C Retail Alcohol License (LC) (Renewal) - Effective May 6, 2025, PENDING DRAM ENDORSEMENT.
3. Sam's West, Inc. d/b/a Sam's Club #6979, 4625 SE Delaware Ave. - Class E Retail Alcohol License (LE) (Renewal) - Effective May 11, 2025.
4. Gibson Construction Inc. LLC d/b/a Uptown Food & Beverage Co., 302 SW Maple St. - Class C Retail Alcohol License (LC) (Renewal) - Effective May 15, 2025.
5. Ankeny Fiesta LLC d/b/a Fiesta Jalapeños Mexican Restaurant, 1975 N Ankeny Blvd, Ste. 113 - Class C Retail Alcohol License (LC) (Renewal) includes Outdoor Service - Effective May 3, 2025
6. Maria's Inc. d/b/a Maria's Mexican Food, 833 E 1st St. - Class C Retail Alcohol License (LC) (Renewal) - Effective April 6, 2025
7. Cloud Wine, LLC d/b/a Lucky Wife Wine Slushies, 1600 SE Corporate Woods Dr. - Special Class C Retail Alcohol License (BW) (5 Day) - Effective May 3, 2025
8. Your Private Bartender LLC d/b/a Your Private Bar, 2006 S Ankeny Blvd. - Class C Retail Alcohol License (LC) (5 Day) - Effective April 23, 2025, PENDING DRAM ENDORSEMENT.



9. Apres Bar Co LLC d/b/a Apres Bar Co., 1055 SW Prairie Trail (FFA Bldg.) - Class C Retail Alcohol License (LC) (5 Day) - Effective May 5, 2025, PENDING DRAM ENDORSEMENT.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the issuance of liquor licenses and / or beer / wine permits.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

The City of Ankeny will receive a portion of each application fee in accordance with Iowa Code Section 123.143.

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

None



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to receive and file Financial Reports for March 2025.

ORIGINATING DEPARTMENT

Finance

COUNCIL GOAL

Exercise Financial Discipline

ACTION REQUESTED

Motion

LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Finance Report - March

## Monthly Finance Report – March 2025

### To the Honorable Mayor and City Council:

The financial reports for March are submitted herewith. March marks the end of the City's fiscal third quarter, which traditionally serves as a key checkpoint for evaluating the organization's financial performance.

For an overview of the City's revenue performance through March, the *Major Operating Funds Detailed Revenue Summary* report offers a clear snapshot. On page 1, the report begins with general fund revenues, with property taxes listed as the first category. As of March, actual property tax revenues stand at 56.83% of the budget. This aligns with the property tax payment schedule, with half due in September and the other half in March. Since Polk County remits collections to the City the month following receipt, only about half of the levied property taxes had been received by the City through March.

The next revenue category in the general fund is non-property taxes. As of March, actual revenues in this category have reached 83.10% of the budget, exceeding the three-quarter benchmark of 75%. This higher percentage is due to the timing of collections: hotel/motel taxes, utility franchise taxes, and cable TV franchise taxes are received quarterly, while utility replacement taxes—designed to replace property taxes—are collected by the State on a schedule similar to that of property taxes.

Following non-property taxes, the next category is licenses and permits. As of March, actual revenues in the general fund for this category have reached 107.50% of the budget. This exceeds the 75% benchmark and reflects a trend of revenues meeting or surpassing budget projections for most of the fiscal year.

Revenues from the use of money and property have reached 143.57% of the budget, significantly exceeding expectations. This is largely due to higher-than-anticipated reinvestment rates on the City's investments. To align with this trend, the budget for interest income will be increased by \$1,100,000.

Service charge revenues, which begin at the bottom of page 1 and continue at the top of page 2, are currently at 69.55% of the budget. While this is below the 75% benchmark, the total is expected to improve with upcoming season pass sales and swimming lesson registrations, which are currently at 28.78% and 6.08%, respectively.

Overall, general fund revenues stand at 68.89% of the budget. This percentage is primarily influenced by the timing of property tax collections, which account for 66.03% of total general fund revenue. Once the April property tax payments are received from Polk County, the actual-to-budget percentage is expected to increase significantly. Other funds that rely heavily on property taxes show similar patterns, including the tax increment financing fund at 53.97%, the police and fire retirement fund at 56.33%, and the debt service fund at 56.28% of their respective budgets.

Another key fund to highlight is the road use tax fund, found on page 2. Revenues for this fund are collected monthly from the State and currently stand at 74.27% of the revised budget. As part of the upcoming budget amendment, the revenue estimate will be increased from \$9,492,971 to \$9,946,237.

The solid waste, water, sewer, and storm water funds are detailed on page 3. These funds collect revenue daily from customers, with actual revenues ranging from 72.62% to 77.25% of their respective budgets. Rate increases have been implemented for water, including a 6% increase in usage rates and a 4% increase in availability, effective April 1st. Additionally, starting July 1st, solid waste will see a \$0.06 monthly rate increase and sewer will have a 7.5% rate increase for both usage and availability.

Under Iowa law, the City's expenditures cannot exceed the appropriations in any of the mandated "program" areas. These areas include public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects, and business-type/enterprise funds. Since these program areas span multiple funds, a more detailed review is necessary to ensure compliance.

The best report for reviewing the current status of program expenditures is the Major Operating Funds – Budget versus Actual report. While this report doesn't provide combined totals for each program area or for all funds, it breaks down and totals the program areas within each major fund. For example, expenditures for the public safety program in the general fund are currently at 72% of the budget, which is below the 75% benchmark. Other funds with public safety program expenditures include the police and fire retirement fund, police seizure fund, and police gift fund. Of these, only the police and fire retirement fund appears in this report, with actual expenditures at 77% of the budget. Based on these comparisons, the public safety program's expenditures seem to be in line with expectations. However, a more detailed analysis is still needed to ensure there are no other trends or factors that could cause this program to exceed its budget.

On April 21<sup>st</sup> the revised FY 2025 budget is expected to be approved by City Council and filed with the Polk County Auditor. These revised figures will be included in the April financial reports. Over the coming weeks, each of the City's program areas will be reviewed to assess whether another budget amendment is needed. If any program area is at risk of exceeding its State-certified budget total, an additional amendment will be initiated and must be completed before June 1.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Annette Graeve', with a stylized, cursive script.

Annette Graeve  
Finance Officer

CITY OF ANKENY  
CASH AND INVESTMENT RECONCILIATION  
ALL FUNDS  
March 31, 2025

|                                     |                                 |
|-------------------------------------|---------------------------------|
| Cash Basis Fund Balances            | <u><u>\$ 166,334,915.53</u></u> |
| Investments                         | \$ 131,865,883.39               |
| Checking Account Balance (per bank) | 34,446,129.89                   |
| Deposits in Transit                 | 356,842.85                      |
| Outstanding Checks                  | (338,315.60)                    |
| Cash Drawer/Petty Cash *            | <u>4,375.00</u>                 |
| Total                               | <u><u>\$ 166,334,915.53</u></u> |

|                                 |                    |
|---------------------------------|--------------------|
| * Cash Drawer/Petty Cash:       |                    |
| Aquatic Centers                 | \$ -               |
| City Hall - Finance             | 200.00             |
| City Hall - Front Desk          | 175.00             |
| Library                         | 300.00             |
| Otter Creek Golf Course         | 800.00             |
| Parks and Recreation            | 250.00             |
| Parks - Hawkeye & Miracle Parks | 1,300.00           |
| Parks - PRSC Concessions        | 325.00             |
| Parks - Senior Center           | 200.00             |
| Police Department               | 100.00             |
| Public Service Building         | 25.00              |
| Community Development           | 100.00             |
| Water Fund                      | 600.00             |
|                                 | <u>\$ 4,375.00</u> |

**City of Ankeny**  
**Cash Balance Summary**  
**March 31, 2025**

| <b>Fund</b>                    | <b>Budget Number</b> | <b>Cash Balance July 1, 2024</b> | <b>Revenues</b>          | <b>Transfers In</b>    | <b>Expenditures</b>      | <b>Transfers Out</b>   | <b>Cash Balance March 31, 2025</b> |
|--------------------------------|----------------------|----------------------------------|--------------------------|------------------------|--------------------------|------------------------|------------------------------------|
| General:                       |                      |                                  |                          |                        |                          |                        |                                    |
| General                        | 100                  | \$ 38,753,712.75                 | \$ 34,612,642.59         | \$ -                   | \$ 36,916,583.88         | \$ 2,112,575.49        | \$ 34,337,195.97                   |
| Hotel/Motel Tax                | 233                  | 787,540.27                       | -                        | 2,112,575.49           | 1,245,882.96             | -                      | 1,654,232.80                       |
| Special Revenue:               |                      |                                  |                          |                        |                          |                        |                                    |
| Fire Gift                      | 220                  | 34,151.40                        | 1,085.00                 | -                      | 3,732.84                 | -                      | 31,503.56                          |
| Hawkeye Park Player Fees       | 240                  | 29,320.71                        | 2,685.00                 | -                      | 4,246.37                 | -                      | 27,759.34                          |
| Police Gift                    | 250                  | 23,674.31                        | 3,300.00                 | -                      | 13,677.89                | -                      | 13,296.42                          |
| Road Use Tax                   | 260                  | 10,124,517.13                    | 7,050,385.34             | -                      | 7,432,123.65             | -                      | 9,742,778.82                       |
| Police Seizure                 | 270                  | 82,571.31                        | 22,992.23                | -                      | 13,054.50                | -                      | 92,509.04                          |
| Tax Increment Financing        | 280                  | 3,369,937.21                     | 4,828,543.98             | -                      | 99,538.00                | -                      | 8,098,943.19                       |
| Police and Fire Retirement     | 290                  | 1,549,547.83                     | 1,734,486.97             | -                      | 2,389,199.82             | -                      | 894,834.98                         |
| Employee Benefits              | 292                  | -                                | 608,897.88               | -                      | -                        | -                      | 608,897.88                         |
| Landfill Post-Closure          | 295                  | 79,001.56                        | -                        | -                      | -                        | -                      | 79,001.56                          |
| Friends of the Ankeny Library  | 430                  | 82,703.76                        | 14,584.48                | -                      | 36,987.99                | -                      | 60,300.25                          |
| Park Dedication                | 440                  | 432,007.71                       | 19,800.00                | -                      | -                        | -                      | 451,807.71                         |
| Sports Complex Foundation      | 445                  | 159,925.33                       | 8,850.00                 | -                      | -                        | -                      | 168,775.33                         |
| Ankeny Garden Club             | 446                  | 11,874.77                        | 1,750.00                 | -                      | -                        | -                      | 13,624.77                          |
| Miracle Park Fund              | 448                  | 73,084.80                        | 5,710.58                 | -                      | 7,250.75                 | -                      | 71,544.63                          |
| Dog Park Trust Fund            | 449                  | 1,447.68                         | 375.00                   | -                      | -                        | -                      | 1,822.68                           |
| P&R Scholarship Fund           | 450                  | 28,274.72                        | -                        | -                      | -                        | -                      | 28,274.72                          |
| Civic Trust Fund               | 484                  | -                                | -                        | -                      | -                        | -                      | -                                  |
| Debt Service                   | 300                  | 2,085,241.89                     | 9,907,423.52             | -                      | 2,206,022.93             | -                      | 9,786,642.48                       |
| Enterprise:                    |                      |                                  |                          |                        |                          |                        |                                    |
| Solid Waste                    | 500                  | 542,770.31                       | 1,131,432.84             | -                      | 1,079,261.28             | -                      | 594,941.87                         |
| Utility Deposits               | 505                  | 433,824.17                       | 135,733.91               | -                      | 126,150.00               | -                      | 443,408.08                         |
| Water Operations               | 510                  | 19,997,517.03                    | 17,199,689.58            | -                      | 10,111,401.63            | 2,302,420.32           | 24,783,384.66                      |
| Water Improvement              | 520                  | 1,761,600.00                     | -                        | -                      | -                        | -                      | 1,761,600.00                       |
| Water Sinking                  | 530                  | 3,069,450.22                     | -                        | 2,302,420.32           | 386,680.92               | -                      | 4,985,189.62                       |
| Sewer Operations               | 550                  | 15,287,915.06                    | 13,664,654.38            | -                      | 8,742,234.08             | -                      | 20,210,335.36                      |
| Sewer Improvement              | 560                  | 3,401,518.12                     | -                        | -                      | -                        | -                      | 3,401,518.12                       |
| Storm Water                    | 580                  | 2,277,829.18                     | 3,272,308.95             | -                      | 935,796.07               | -                      | 4,614,342.06                       |
| Golf Course                    | 590                  | 2,410,754.31                     | 1,602,770.41             | -                      | 1,676,139.78             | -                      | 2,337,384.94                       |
| Capital Project:               |                      |                                  |                          |                        |                          |                        |                                    |
| Utility Fund Capital Projects  | 6**                  | 16,091,885.87                    | 3,372,205.70             | -                      | 10,669,061.55            | -                      | 8,795,030.02                       |
| Special Assessments            | 8**                  | 1,559,433.58                     | 1,228,882.84             | -                      | -                        | -                      | 2,788,316.42                       |
| Capital Projects               | 8** & 9**            | 35,549,047.84                    | 2,519,703.77             | -                      | 23,720,552.48            | -                      | 14,348,199.13                      |
| <b>Total Budgeted</b>          |                      | <b>\$ 160,092,080.83</b>         | <b>\$ 102,950,894.95</b> | <b>\$ 4,414,995.81</b> | <b>\$ 107,815,579.37</b> | <b>\$ 4,414,995.81</b> | <b>\$ 155,227,396.41</b>           |
| Internal Service:              |                      |                                  |                          |                        |                          |                        |                                    |
| Revolving                      | 710                  | 719,740.80                       | 1,016,938.93             | -                      | 1,041,617.53             | -                      | 695,062.20                         |
| Risk Management                | 720                  | 1,022,430.27                     | 2,147,119.92             | -                      | 1,817,653.04             | -                      | 1,351,897.15                       |
| Health Insurance               | 730                  | 7,470,265.32                     | 4,457,735.72             | -                      | 3,992,015.51             | -                      | 7,935,985.53                       |
| Sustainability Revolving Loan  | 770                  | 31,267.01                        | -                        | -                      | -                        | -                      | 31,267.01                          |
| Economic Development Revolving | 780                  | 290,001.01                       | -                        | -                      | -                        | -                      | 290,001.01                         |
| Equipment Reserve              | 790                  | 2,267,159.66                     | 63,862.56                | -                      | 1,527,716.00             | -                      | 803,306.22                         |
| <b>Total Unbudgeted</b>        |                      | <b>\$ 11,800,864.07</b>          | <b>\$ 7,685,657.13</b>   | <b>\$ -</b>            | <b>\$ 8,379,002.08</b>   | <b>\$ -</b>            | <b>\$ 11,107,519.12</b>            |
| <b>Total <sup>(1)</sup></b>    |                      | <b>\$ 171,892,944.90</b>         | <b>\$ 110,636,552.08</b> | <b>\$ 4,414,995.81</b> | <b>\$ 116,194,581.45</b> | <b>\$ 4,414,995.81</b> | <b>\$ 166,334,915.53</b>           |

<sup>(1)</sup> Includes interfund transactions.

**City of Ankeny**  
**Utility Capital Projects Cash Balance Summary**  
**March 31, 2025**

| <b>Fund</b>                                | <b>Budget<br/>Number</b> | <b>Cash Balance<br/>July 1, 2024</b> | <b>Revenues</b>        | <b>Transfers<br/>In</b> | <b>Expenditures</b>     | <b>Transfers<br/>Out</b> | <b>Cash Balance<br/>March 31, 2025</b> |
|--------------------------------------------|--------------------------|--------------------------------------|------------------------|-------------------------|-------------------------|--------------------------|----------------------------------------|
| Utility Fund Capital Projects:             |                          |                                      |                        |                         |                         |                          |                                        |
| Water Main Replacement                     | 610                      | \$ 2,433,794.38                      | \$ -                   | \$ -                    | \$ 702,628.69           | \$ -                     | \$ 1,731,165.69                        |
| Northwest Water Tower                      | 611                      | (7,119.00)                           | 3,348,989.60           | -                       | 3,352,874.36            | -                        | (11,003.76)                            |
| SE Magazine Storage Tank Repaint           | 612                      | 765,727.80                           | -                      | -                       | 318,650.00              | -                        | 447,077.80                             |
| NE 36th St & NE 38th St Water Main Loop    | 618                      | 2,327,056.30                         | -                      | -                       | 1,354,923.08            | -                        | 972,133.22                             |
| SW Irvinedale Dr Transmission Main-Ph 3    | 623                      | (5,000.00)                           | -                      | -                       | -                       | -                        | (5,000.00)                             |
| High Trestle Trail Transmission Main       | 629                      | (126,536.49)                         | 18,814.17              | -                       | 18,814.17               | -                        | (126,536.49)                           |
| Saylorville Feeder Main                    | 630                      | 850.00                               | -                      | -                       | -                       | -                        | 850.00                                 |
| Aquifer Storage Replacement #1             | 632                      | 203,710.06                           | -                      | -                       | 7,087.50                | -                        | 196,622.56                             |
| S Ankeny Blvd Transmission Main            | 633                      | (131,782.45)                         | 4,401.93               | -                       | 4,401.93                | -                        | (131,782.45)                           |
| SW Walnut/SW Ordinance Water               | 635                      | 119,410.14                           | -                      | -                       | 119,704.20              | -                        | (294.06)                               |
| SE Delaware Grnd Storage Tank Repaint      | 638                      | 82,064.66                            | -                      | -                       | 5,350.00                | -                        | 76,714.66                              |
| Sanitary Sewer Replacement                 | 650                      | 3,524,550.10                         | -                      | -                       | 1,228,567.57            | -                        | 2,295,982.53                           |
| Trestle Ridge Trunk Sewer Cost Share       | 651                      | 600,000.00                           | -                      | -                       | -                       | -                        | 600,000.00                             |
| Otter Creek Trunk Sewer-Phase 4            | 655                      | 174,327.72                           | -                      | -                       | -                       | -                        | 174,327.72                             |
| NE Crestmoor San Sewer Replacement         | 656                      | 28,821.06                            | -                      | -                       | -                       | -                        | 28,821.06                              |
| SE 3rd Trunk Swr Ext-SE Grant to SE Sharon | 658                      | 648,345.82                           | -                      | -                       | 332,191.24              | -                        | 316,154.58                             |
| Four Mile Creek Trunk Sewer                | 660                      | 2,047,936.74                         | -                      | -                       | 1,935,391.28            | -                        | 112,545.46                             |
| Fire Station No. 4 Sewer                   | 667                      | 730,000.00                           | -                      | -                       | -                       | -                        | 730,000.00                             |
| Storm Sewer Replacement                    | 680                      | 1,289,016.24                         | -                      | -                       | 636,294.49              | -                        | 652,721.75                             |
| NW 17th St Storm Sewer & Pavement          | 681                      | 11,500.00                            | -                      | -                       | -                       | -                        | 11,500.00                              |
| SE Creekview Drive Wetland                 | 683                      | -                                    | -                      | -                       | 8,928.00                | -                        | (8,928.00)                             |
| Westwinds Storm Sewer Extension            | 685                      | 23,523.22                            | -                      | -                       | 185.00                  | -                        | 23,338.22                              |
| Sawgrass Park Dam Improvement              | 686                      | 78,237.75                            | -                      | -                       | 61,084.13               | -                        | 17,153.62                              |
| High Trestle Trail Channel Stab. - Phase 1 | 688                      | (157,413.41)                         | -                      | -                       | 115.20                  | -                        | (157,528.61)                           |
| Four Mile Creek Channel Stabilization      | 694                      | 165,260.59                           | -                      | -                       | 11,514.41               | -                        | 153,746.18                             |
| SE 3rd Street Storm Sewer Improvements     | 695                      | 1,069,053.77                         | -                      | -                       | 363,886.64              | -                        | 705,167.13                             |
| Tributary to Four Mile Creek Stabilization | 696                      | 63,217.77                            | -                      | -                       | 54,853.09               | -                        | 8,364.68                               |
| SW Des Moines St Utility Improvements      | 699                      | 133,333.10                           | -                      | -                       | 151,616.57              | -                        | (18,283.47)                            |
| Total Utility Fund Capital Projects        |                          | <u>\$ 16,091,885.87</u>              | <u>\$ 3,372,205.70</u> | <u>\$ -</u>             | <u>\$ 10,669,061.55</u> | <u>\$ -</u>              | <u>\$ 8,795,030.02</u>                 |

**City of Ankeny**  
**Capital Projects Cash Balance Summary**  
**March 31, 2025**

| <b>Fund</b>                                | <b>Budget Number</b> | <b>Cash Balance July 1, 2024</b> | <b>Revenues</b>        | <b>Transfers In</b> | <b>Expenditures</b>     | <b>Transfers Out</b> | <b>Cash Balance March 31, 2025</b> |
|--------------------------------------------|----------------------|----------------------------------|------------------------|---------------------|-------------------------|----------------------|------------------------------------|
| Capital Project Funds:                     |                      |                                  |                        |                     |                         |                      |                                    |
| PRSC Tennis Courts Overlay                 | 882                  | \$ 360,000.00                    | \$ -                   | \$ -                | \$ 286,164.50           | \$ -                 | \$ 73,835.50                       |
| NW State St Extension Preliminary Design   | 885                  | 37,560.16                        | -                      | -                   | 40,459.40               | -                    | (2,899.24)                         |
| S Anky Blvd Imprv-SE Pete to 1st Street    | 886                  | (255,754.70)                     | -                      | -                   | 271,918.45              | -                    | (527,673.15)                       |
| SW Magazine & SW State Intersection        | 887                  | 425,358.90                       | -                      | -                   | 296,106.22              | -                    | 129,252.68                         |
| Fiber Optic Network Upgrade                | 888                  | 625,002.35                       | -                      | -                   | 181,400.55              | -                    | 443,601.80                         |
| SE Corp Woods & SE Crosswinds Traffic      | 889                  | 395,776.70                       | -                      | -                   | 282,675.45              | -                    | 113,101.25                         |
| NE 62nd RBC Culvert for 4 Mile Creek       | 892                  | 654,457.72                       | -                      | -                   | 480,865.07              | -                    | 173,592.65                         |
| NW 36th & NW Weigel Asphalt Overlays       | 895                  | 1,638,305.51                     | -                      | -                   | 941,963.95              | -                    | 696,341.56                         |
| NE 36th Reconstruction-I-35 to Four Mile   | 896                  | (1,179,356.04)                   | -                      | -                   | 51,432.76               | -                    | (1,230,788.80)                     |
| Des Moines Street Parks Development        | 897                  | 1,527,380.15                     | -                      | -                   | 1,183,631.74            | -                    | 343,748.41                         |
| HTT Trailhead Restroom & Amenities         | 898                  | 10,000.00                        | -                      | -                   | -                       | -                    | 10,000.00                          |
| BAN/Bond Activity                          | 900                  | 742,257.61                       | 1,470,643.57           | -                   | 97,524.58               | -                    | 2,115,376.60                       |
| Fire Station No. 4                         | 901                  | 6,460,584.26                     | -                      | -                   | 4,351,675.10            | -                    | 2,108,909.16                       |
| Lakeside Center Repurposing                | 903                  | 308,336.14                       | -                      | -                   | 3,204.40                | -                    | 305,131.74                         |
| Senior Center                              | 905                  | 503,459.55                       | -                      | -                   | 92,755.97               | -                    | 410,703.58                         |
| Public Works Winter Ops Satellite Facility | 907                  | 90,000.00                        | -                      | -                   | -                       | -                    | 90,000.00                          |
| NW Irvinedale/NW 18th St Turn Lane         | 910                  | 51,500.00                        | -                      | -                   | -                       | -                    | 51,500.00                          |
| N Ankeny Blvd & 18th St Int Improvements   | 913                  | (527,187.46)                     | 200,000.00             | -                   | 44,952.40               | -                    | (372,139.86)                       |
| Pavement Preservation Program              | 915                  | 473,228.15                       | -                      | -                   | 617,028.05              | -                    | (143,799.90)                       |
| Annual Street Replacement Program          | 916                  | 2,553,627.79                     | -                      | -                   | 1,188,029.77            | -                    | 1,365,598.02                       |
| Prairie Ridge Sports Complex               | 920                  | 53,871.77                        | -                      | -                   | -                       | -                    | 53,871.77                          |
| NW Irvinedale & NW 18th Inters Imprvmts    | 922                  | 350,373.25                       | -                      | -                   | 392,251.10              | -                    | (41,877.85)                        |
| East of I-35 Land Acquisition              | 923                  | 330,000.00                       | -                      | -                   | -                       | -                    | 330,000.00                         |
| Miracle Field                              | 925                  | 45,781.03                        | -                      | -                   | 4,246.37                | -                    | 41,534.66                          |
| Community Entrance Signage                 | 927                  | 50,554.20                        | 307.29                 | -                   | -                       | -                    | 50,861.49                          |
| Library                                    | 928                  | 103,522.58                       | 1,066.14               | -                   | 8,400.00                | -                    | 96,188.72                          |
| SW Orallabor & SW Edgewood Intersection    | 929                  | 97,378.80                        | -                      | -                   | 206,691.97              | -                    | (109,313.17)                       |
| Public Facility Improvements               | 930                  | 19,156.54                        | -                      | -                   | -                       | -                    | 19,156.54                          |
| Cherry Glen Ballfield                      | 933                  | -                                | -                      | -                   | 3,500.00                | -                    | (3,500.00)                         |
| Annual Sidewalks/Trails                    | 936                  | 507,531.20                       | -                      | -                   | 473,574.00              | -                    | 33,957.20                          |
| High Trestle Trail Extension               | 938                  | -                                | -                      | -                   | 7,633.96                | -                    | (7,633.96)                         |
| NW Prairie Ridge/Ash & 9th St Intersection | 939                  | 200,000.00                       | -                      | -                   | 74,426.50               | -                    | 125,573.50                         |
| I35 & Corp Woods Interchange Report        | 946                  | 50,000.00                        | -                      | -                   | -                       | -                    | 50,000.00                          |
| N Anky Blvd Imprvmts - 1st St to 11th St   | 949                  | 182,155.78                       | -                      | -                   | 389,793.56              | -                    | (207,637.78)                       |
| Asphalt Street Resurfacing                 | 950                  | 697,626.13                       | -                      | -                   | 425,907.90              | -                    | 271,718.23                         |
| NW 18th Recon-NW Ash to N Anky Blvd        | 953                  | 184,563.66                       | -                      | -                   | 39,504.12               | -                    | 145,059.54                         |
| SE Creekview Drive Extension               | 954                  | -                                | -                      | -                   | 175,197.58              | -                    | (175,197.58)                       |
| NE Four Mile Drive RCB Culvert             | 955                  | 261,119.93                       | -                      | -                   | -                       | -                    | 261,119.93                         |
| Rock Creek Trail & Native Plantings        | 957                  | 153,658.35                       | -                      | -                   | 10,578.25               | -                    | 143,080.10                         |
| NW 18th St Extension-Weigel to Spruce      | 959                  | -                                | 42,853.75              | -                   | -                       | -                    | 42,853.75                          |
| Street Patching Program                    | 963                  | 1,735,993.84                     | -                      | -                   | 1,251,002.04            | -                    | 484,991.80                         |
| Traffic Signalization                      | 965                  | 1,891,199.38                     | 78,125.62              | -                   | 1,549,073.87            | -                    | 420,251.13                         |
| NW 26th Street Widening                    | 967                  | 250,000.00                       | -                      | -                   | -                       | -                    | 250,000.00                         |
| E 1st Widening-Frisk to Four Mile          | 969                  | 26,500.00                        | -                      | -                   | -                       | -                    | 26,500.00                          |
| W 1st Widening & Improvements-Phase 1      | 970                  | 451,359.25                       | 151,909.43             | -                   | 4,676.36                | -                    | 598,592.32                         |
| W 1st Widening & Improvements-Phase 2      | 971                  | 327,360.60                       | -                      | -                   | 519,303.21              | -                    | (191,942.61)                       |
| Park Development                           | 973                  | 832,462.35                       | 4,800.00               | -                   | 540,094.32              | -                    | 297,168.03                         |
| Park Land Acquisition                      | 974                  | 81,688.18                        | -                      | -                   | -                       | -                    | 81,688.18                          |
| Uptown Parking Improvements                | 975                  | 172,206.96                       | -                      | -                   | -                       | -                    | 172,206.96                         |
| Prairie Trail Public Improvements          | 977                  | 2,219,397.83                     | -                      | -                   | -                       | -                    | 2,219,397.83                       |
| NE Delaware Reconstruction 5th-18th        | 979                  | 4,285,637.57                     | -                      | -                   | 4,093,026.08            | -                    | 192,611.49                         |
| PRSC Parking Lot Improvements              | 987                  | 90,667.00                        | -                      | -                   | -                       | -                    | 90,667.00                          |
| High Trestle Trail Experience Park         | 990                  | 941,600.00                       | 20,000.00              | -                   | 373,623.31              | -                    | 587,976.69                         |
| NW 36th Widening from Ash to Ankeny Blvd   | 992                  | 55,560.05                        | -                      | -                   | 21,897.55               | -                    | 33,662.50                          |
| Street/Sidewalk Oversizing                 | 995                  | 28,335.72                        | -                      | -                   | 2,585.45                | -                    | 25,750.27                          |
| Capital Projects Reserve                   | 997                  | 1,370,103.39                     | -                      | -                   | -                       | -                    | 1,370,103.39                       |
| SW Orallabor & State Safety Improvements   | 998                  | 2,607,145.71                     | 549,997.97             | -                   | 2,741,776.62            | -                    | 415,367.06                         |
| Total Non Utility Fund Capital Projects    |                      | <u>\$ 35,549,047.84</u>          | <u>\$ 2,519,703.77</u> | <u>\$ -</u>         | <u>\$ 23,720,552.48</u> | <u>\$ -</u>          | <u>\$ 14,348,199.13</u>            |



**City of Ankeny  
Revenue Summary by Fund  
March 31, 2025**

| <b>Fund</b>                              | <b>Budget<br/>Number</b> | <b>2022-23<br/>Actual</b> | <b>2023-24<br/>Actual</b> | <b>2024-25<br/>Budget</b> | <b>As of<br/>March 31, 2025</b> | <b>Variance</b>           | <b>Percent <sup>(2)</sup></b> |
|------------------------------------------|--------------------------|---------------------------|---------------------------|---------------------------|---------------------------------|---------------------------|-------------------------------|
| General:                                 |                          |                           |                           |                           |                                 |                           |                               |
| General                                  | 100                      | \$ 44,806,791.52          | \$ 48,493,748.05          | \$ 50,241,188.00          | \$ 34,612,642.59                | \$ (15,628,545.41)        | 68.89%                        |
| Hotel/Motel Tax                          | 233                      | 19,235.10                 | 45,641.96                 | 31,000.00                 | -                               | (31,000.00)               | 0.00%                         |
| Special Revenue:                         |                          |                           |                           |                           |                                 |                           |                               |
| Fire Gift                                | 220                      | 6,536                     | 4,284                     | 6,200.00                  | 1,085.00                        | (5,115.00)                | 17.50%                        |
| Hawkeye Park Player Fees                 | 240                      | 7,641.94                  | 8,251.33                  | 9,300.00                  | 2,685.00                        | (6,615.00)                | 28.87%                        |
| Police Gift                              | 250                      | 4,073.60                  | 24,323.44                 | 5,300.00                  | 3,300.00                        | (2,000.00)                | 62.26%                        |
| Road Use Tax                             | 260                      | 9,577,651.33              | 10,139,300.19             | 9,492,971.00              | 7,050,385.34                    | (2,442,585.66)            | 74.27%                        |
| Police Seizure                           | 270                      | 22,100.89                 | 18,168.91                 | 13,000.00                 | 22,992.23                       | 9,992.23                  | 176.86%                       |
| Tax Increment Financing                  | 280                      | 10,056,491.47             | 11,270,675.11             | 8,947,117.00              | 4,828,543.98                    | (4,118,573.02)            | 53.97%                        |
| Police and Fire Retirement               | 290                      | 2,546,782.13              | 2,684,595.94              | 3,078,945.00              | 1,734,486.97                    | (1,344,458.03)            | 56.33%                        |
| Employee Benefits                        | 292                      | -                         | -                         | 1,075,457.00              | 608,897.88                      | (466,559.12)              | 56.62%                        |
| Landfill Post-Closure                    | 295                      | 1,896.90                  | 4,443.71                  | 2,000.00                  | -                               | (2,000.00)                | 0.00%                         |
| Friends of the Ankeny Library            | 430                      | 44,723.83                 | 47,303.55                 | 48,000.00                 | 14,584.48                       | (33,415.52)               | 30.38%                        |
| Park Dedication                          | 440                      | 47,100.34                 | 32,245.76                 | 15,000.00                 | 19,800.00                       | 4,800.00                  | 132.00%                       |
| Sports Complex Foundation                | 445                      | 17,604.74                 | 28,451.27                 | 19,000.00                 | 8,850.00                        | (10,150.00)               | 46.58%                        |
| Ankeny Garden Club                       | 446                      | 1,592.45                  | 2,307.93                  | 2,075.00                  | 1,750.00                        | (325.00)                  | 84.34%                        |
| Miracle Park Fund                        | 448                      | 8,517.47                  | 9,716.92                  | 7,000.00                  | 5,710.58                        | (1,289.42)                | 81.58%                        |
| Dog Park Trust Fund                      | 449                      | 767.55                    | 71.22                     | -                         | 375.00                          | 375.00                    |                               |
| P&R Scholarship Fund                     | 450                      | 27,173.90                 | 1,392.57                  | 800.00                    | -                               | (800.00)                  | 0.00%                         |
| Civic Trust Fund                         | 484                      | -                         | 17,267.92                 | -                         | -                               | -                         |                               |
| Debt Service                             | 300                      | 15,102,496.15             | 15,695,498.14             | 17,605,049.00             | 9,907,423.52                    | (7,697,625.48)            | 56.28%                        |
| Enterprise:                              |                          |                           |                           |                           |                                 |                           |                               |
| Solid Waste                              | 500                      | 1,363,021.03              | 1,472,676.35              | 1,558,000.00              | 1,131,432.84                    | (426,567.16)              | 72.62%                        |
| Utility Deposits                         | 505                      | 190,642.85                | 192,087.05                | 216,000.00                | 135,733.91                      | (80,266.09)               | 62.84%                        |
| Water Operations                         | 510                      | 19,545,481.82             | 21,463,858.13             | 22,772,375.00             | 17,199,689.58                   | (5,572,685.42)            | 75.53%                        |
| Water Improvement                        | 520                      | -                         | -                         | -                         | -                               | -                         |                               |
| Water Sinking                            | 530                      | -                         | 325,572.37                | -                         | -                               | -                         |                               |
| Sewer Operations                         | 550                      | 17,085,080.35             | 17,443,893.47             | 17,689,135.00             | 13,664,654.38                   | (4,024,480.62)            | 77.25%                        |
| Sewer Improvement                        | 560                      | -                         | -                         | -                         | -                               | -                         |                               |
| Storm Water                              | 580                      | 3,671,742.25              | 3,815,898.23              | 4,452,539.00              | 3,272,308.95                    | (1,180,230.05)            | 73.49%                        |
| Golf Course                              | 590                      | 2,573,720.83              | 2,760,675.08              | 2,361,000.00              | 1,602,770.41                    | (758,229.59)              | 67.89%                        |
| Capital Project:                         |                          |                           |                           |                           |                                 |                           |                               |
| Utility Fund Capital Projects            | 6**                      | 3,393,193.39              | 12,199,161.59             | 4,908,000.00              | 3,372,205.70                    | (1,535,794.30)            | 68.71%                        |
| Special Assessments                      | 8**                      | 277,157.71                | 1,537,275.87              | -                         | 1,228,882.84                    | 1,228,882.84              |                               |
| Capital Projects                         | 9**                      | 15,806,305.27             | 26,184,641.53             | 23,573,614.00             | 2,519,703.77                    | (21,053,910.23)           | 10.69%                        |
| <b>Total Budgeted Revenues</b>           |                          | <b>\$ 146,205,522.84</b>  | <b>\$ 175,923,427.85</b>  | <b>\$ 168,130,065.00</b>  | <b>\$ 102,950,894.95</b>        | <b>\$ (65,179,170.05)</b> | <b>61.23%</b>                 |
| Internal Service:                        |                          |                           |                           |                           |                                 |                           |                               |
| Revolving                                | 710                      | \$ 1,472,271.23           | \$ 1,536,759.05           | \$ 1,859,144.00           | \$ 1,016,938.93                 | \$ (842,205.07)           | 54.70%                        |
| Risk Management                          | 720                      | 2,354,386.64              | 1,582,252.79              | 1,859,000.00              | 2,147,119.92                    | 288,119.92                | 115.50%                       |
| Health Insurance                         | 730                      | 5,394,634.32              | 5,957,327.24              | 5,645,000.00              | 4,457,735.72                    | (1,187,264.28)            | 78.97%                        |
| Sustainability Revolving Loan            | 770                      | 1,230.73                  | 1,538.22                  | 1,100.00                  | -                               | (1,100.00)                | 0.00%                         |
| Economic Development Revolving           | 780                      | 8,726.69                  | 16,809.16                 | 10,000.00                 | -                               | (10,000.00)               | 0.00%                         |
| Equipment Reserve                        | 790                      | 134,122.32                | 183,214.75                | 332,305.00                | 63,862.56                       | (268,442.44)              | 19.22%                        |
| <b>Total Unbudgeted Revenues</b>         |                          | <b>\$ 9,365,371.93</b>    | <b>\$ 9,277,901.21</b>    | <b>\$ 9,706,549.00</b>    | <b>\$ 7,685,657.13</b>          | <b>\$ (2,020,891.87)</b>  | <b>79.18%</b>                 |
| <b>Total All Revenues <sup>(1)</sup></b> |                          | <b>\$ 155,570,894.77</b>  | <b>\$ 185,201,329.06</b>  | <b>\$ 177,836,614.00</b>  | <b>\$ 110,636,552.08</b>        | <b>\$ (67,200,061.92)</b> | <b>62.21%</b>                 |

<sup>(1)</sup> Includes interfund transactions.

<sup>(2)</sup> March is 75% of the fiscal year.

**City of Ankeny**  
**Expenditure Summary by Fund**  
**March 31, 2025**

| <b>Fund</b>                                  | <b>Budget Number</b> | <b>2022-23 Actual</b>    | <b>2023-24 Actual</b>    | <b>2024-25 Budget</b>    | <b>As of March 31, 2025</b> | <b>Variance</b>           | <b>Percent <sup>(2)</sup></b> |
|----------------------------------------------|----------------------|--------------------------|--------------------------|--------------------------|-----------------------------|---------------------------|-------------------------------|
| General:                                     |                      |                          |                          |                          |                             |                           |                               |
| General                                      | 100                  | \$ 39,926,831.86         | \$ 42,720,711.66         | \$ 51,647,112.00         | \$ 36,916,583.88            | \$ (14,730,528.12)        | 71.48%                        |
| Hotel/Motel Tax                              | 233                  | 1,366,279.13             | 1,352,529.65             | 1,807,417.00             | 1,245,882.96                | (561,534.04)              | 68.93%                        |
| Special Revenue:                             |                      |                          |                          |                          |                             |                           |                               |
| Fire Gift                                    | 220                  | 324                      | 3,237                    | 5,000.00                 | 3,732.84                    | (1,267.16)                | 74.66%                        |
| Hawkeye Park Player Fees                     | 240                  | 17,434.00                | 16,781.40                | 8,000.00                 | 4,246.37                    | (3,753.63)                | 53.08%                        |
| Police Gift                                  | 250                  | 3,932.94                 | 10,825.66                | 5,000.00                 | 13,677.89                   | 8,677.89                  | 273.56%                       |
| Road Use Tax                                 | 260                  | 6,546,030.24             | 8,431,134.88             | 10,717,144.00            | 7,432,123.65                | (3,285,020.35)            | 69.35%                        |
| Police Seizure                               | 270                  | 4,700.15                 | 34,989.64                | 16,250.00                | 13,054.50                   | (3,195.50)                | 80.34%                        |
| Tax Increment Financing                      | 280                  | 2,565,008.00             | 2,777,575.00             | 3,760,333.00             | 99,538.00                   | (3,660,795.00)            | 2.65%                         |
| Police and Fire Retirement                   | 290                  | 2,727,388.46             | 2,682,675.57             | 3,112,669.00             | 2,389,199.82                | (723,469.18)              | 76.76%                        |
| Employee Benefits                            | 292                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Landfill Post-Closure                        | 295                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Friends of the Ankeny Library                | 430                  | 46,895.73                | 51,417.36                | 48,000.00                | 36,987.99                   | (11,012.01)               | 77.06%                        |
| Park Dedication                              | 440                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Sports Complex Foundation                    | 445                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Ankeny Garden Club                           | 446                  | -                        | -                        | 1,000.00                 | -                           | (1,000.00)                | 0.00%                         |
| Miracle Park Fund                            | 448                  | 320.00                   | 6,628.94                 | 10,000.00                | 7,250.75                    | (2,749.25)                | 72.51%                        |
| Dog Park Trust Fund                          | 449                  | -                        | -                        | -                        | -                           | -                         | -                             |
| P&R Scholarship Fund                         | 450                  | -                        | 291.75                   | 5,000.00                 | -                           | (5,000.00)                | 0.00%                         |
| Civic Trust Fund                             | 484                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Debt Service                                 | 300                  | 24,205,486.24            | 25,026,906.95            | 26,086,257.00            | 2,206,022.93                | (23,880,234.07)           | 8.46%                         |
| Enterprise:                                  |                      |                          |                          |                          |                             |                           |                               |
| Solid Waste                                  | 500                  | 1,059,080.77             | 1,401,504.36             | 1,539,776.00             | 1,079,261.28                | (460,514.72)              | 70.09%                        |
| Utility Deposits                             | 505                  | 168,900.00               | 164,525.00               | 178,000.00               | 126,150.00                  | (51,850.00)               | 70.87%                        |
| Water Operations                             | 510                  | 12,631,530.53            | 14,024,275.57            | 16,262,964.00            | 10,111,401.63               | (6,151,562.37)            | 62.17%                        |
| Water Improvement                            | 520                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Water Sinking                                | 530                  | 1,592,286.76             | 1,956,233.57             | 3,121,130.00             | 386,680.92                  | (2,734,449.08)            | 12.39%                        |
| Sewer Operations                             | 550                  | 12,735,377.06            | 9,615,399.02             | 11,042,167.00            | 8,742,234.08                | (2,299,932.92)            | 79.17%                        |
| Sewer Improvement                            | 560                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Storm Water                                  | 580                  | 1,100,902.52             | 1,170,265.90             | 1,356,745.00             | 935,796.07                  | (420,948.93)              | 68.97%                        |
| Golf Course                                  | 590                  | 2,026,266.39             | 2,173,561.80             | 2,597,906.00             | 1,676,139.78                | (921,766.22)              | 64.52%                        |
| Capital Project:                             |                      |                          |                          |                          |                             |                           |                               |
| Utility Fund Capital Projects                | 6**                  | 12,985,502.97            | 15,117,017.15            | 17,853,273.00            | 10,669,061.55               | (7,184,211.45)            | 59.76%                        |
| Special Assessments                          | 8**                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Capital Projects                             | 9**                  | 31,599,841.94            | 29,734,504.44            | 35,422,067.00            | 23,720,552.48               | (11,701,514.52)           | 66.97%                        |
| <b>Total Budgeted Expenditures</b>           |                      | <b>\$ 153,310,319.69</b> | <b>\$ 158,472,992.27</b> | <b>\$ 186,603,210.00</b> | <b>\$ 107,815,579.37</b>    | <b>\$ (78,787,630.63)</b> | <b>57.78%</b>                 |
| Internal Service:                            |                      |                          |                          |                          |                             |                           |                               |
| Revolving                                    | 710                  | \$ 1,423,273.57          | \$ 1,428,264.89          | \$ 1,859,144.00          | \$ 1,041,617.53             | \$ (817,526.47)           | 56.03%                        |
| Risk Management                              | 720                  | 2,582,375.66             | 1,520,781.12             | 1,977,000.00             | 1,817,653.04                | (159,346.96)              | 91.94%                        |
| Health Insurance                             | 730                  | 5,446,642.56             | 4,924,283.10             | 6,390,000.00             | 3,992,015.51                | (2,397,984.49)            | 62.47%                        |
| Sustainability Revolving Loan                | 770                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Economic Development Revolving               | 780                  | -                        | -                        | -                        | -                           | -                         | -                             |
| Equipment Reserve                            | 790                  | 471,067.10               | -                        | 1,520,880.00             | 1,527,716.00                | 6,836.00                  | 100.45%                       |
| <b>Total Unbudgeted Expenditures</b>         |                      | <b>\$ 9,923,358.89</b>   | <b>\$ 7,873,329.11</b>   | <b>\$ 11,747,024.00</b>  | <b>\$ 8,379,002.08</b>      | <b>\$ (3,368,021.92)</b>  | <b>71.33%</b>                 |
| <b>Total All Expenditures <sup>(1)</sup></b> |                      | <b>\$ 163,233,678.58</b> | <b>\$ 166,346,321.38</b> | <b>\$ 198,350,234.00</b> | <b>\$ 116,194,581.45</b>    | <b>\$ (82,155,652.55)</b> | <b>58.58%</b>                 |

<sup>(1)</sup> Includes interfund transactions.

<sup>(2)</sup> March is 75% of the fiscal year.

**City of Ankeny**  
**Major Operating Funds**  
**Detailed Revenue Summary**  
**March 31, 2025**

|                                      | 2022-23<br>Actual | 2023-24<br>Actual | 2024-25<br>Budget | As of<br>March 31, 2025 | Over (under)<br>Budget | Percent <sup>(1)</sup> |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------------|------------------------|------------------------|
| <b>General Fund:</b>                 |                   |                   |                   |                         |                        |                        |
| Property Tax:                        |                   |                   |                   |                         |                        |                        |
| General Property Tax                 | \$ 27,322,028     | \$ 28,789,590     | \$ 32,451,508     | \$ 18,440,018           | \$ (14,011,490)        | 56.82%                 |
| Ag Land Tax                          | 12,794            | 14,655            | 14,314            | 10,063                  | (4,251)                | 70.30%                 |
| Airport Authority Levy               | 651,414           | 681,792           | 709,981           | 403,515                 | (306,466)              | 56.83%                 |
| Subtotal                             | \$ 27,986,235     | \$ 29,486,038     | \$ 33,175,803     | \$ 18,853,596           | \$ (14,322,207)        | 56.83%                 |
| Non-Property Taxes:                  |                   |                   |                   |                         |                        |                        |
| Hotel/Motel Tax                      | \$ 2,119,476      | \$ 2,120,556      | \$ 2,277,000      | \$ 2,112,575            | \$ (164,425)           | 92.78%                 |
| Mobile Home Tax                      | 16,515            | 17,380            | 15,300            | 12,335                  | (2,965)                | 80.62%                 |
| Utility Replacement Tax              | 200,301           | 199,256           | 190,513           | 94,017                  | (96,496)               | 49.35%                 |
| Utility Franchise Tax                | 1,785,485         | 1,527,814         | 1,590,000         | 1,196,233               | (393,767)              | 75.23%                 |
| Cable TV Franchise Tax               | 218,635           | 181,794           | 172,000           | 112,185                 | (59,815)               | 65.22%                 |
| Subtotal                             | \$ 4,340,413      | \$ 4,046,799      | \$ 4,244,813      | \$ 3,527,344            | \$ (717,469)           | 83.10%                 |
| Licenses and Permits:                |                   |                   |                   |                         |                        |                        |
| Miscellaneous Licenses:              |                   |                   |                   |                         |                        |                        |
| Liquor Licenses                      | \$ 67,462         | \$ 104,637        | \$ 67,000         | \$ 64,128               | \$ (2,872)             | 95.71%                 |
| Cigarette Permits                    | 5,375             | 5,500             | 5,000             | 950                     | (4,050)                | 19.00%                 |
| Solicitor Licenses                   | 9,015             | 5,080             | 8,000             | 6,040                   | (1,960)                | 75.50%                 |
| Miscellaneous Business Licenses      | 17,710            | 20,390            | 9,000             | 2,545                   | (6,455)                | 28.28%                 |
| Garbage Licenses                     | 1,400             | 1,400             | 1,400             | 1,000                   | (400)                  | 71.43%                 |
| Pet Licenses                         | 40,931            | 42,441            | 41,000            | 30,568                  | (10,432)               | 74.56%                 |
| Fire Permits                         | 17,180            | 22,400            | 3,000             | 15,000                  | 12,000                 | 500.00%                |
| Code Enforcement Licenses & Permits: |                   |                   |                   |                         |                        |                        |
| Alarm Permits                        | 13,195            | 11,810            | 12,000            | 8,695                   | (3,305)                | 72.46%                 |
| Building Permits                     | 1,820,542         | 1,414,027         | 1,262,000         | 1,434,041               | 172,041                | 113.63%                |
| Electrical Permits                   | 170,372           | 126,394           | 103,000           | 95,841                  | (7,159)                | 93.05%                 |
| Heating Permits                      | 120,454           | 88,137            | 67,000            | 64,865                  | (2,135)                | 96.81%                 |
| Plumbing Permits                     | 135,380           | 75,496            | 92,000            | 84,152                  | (7,848)                | 91.47%                 |
| Driveway Permits                     | 13,615            | 12,600            | 6,000             | 7,580                   | 1,580                  | 126.33%                |
| Sidewalk Permits                     | 13,515            | 12,510            | 6,000             | 7,980                   | 1,980                  | 133.00%                |
| Moving/Demolition Permits            | 225               | 300               | 100               | 175                     | 75                     | 175.00%                |
| Fence & Oversize Permits             | 78,394            | 54,657            | 55,000            | 44,324                  | (10,676)               | 80.59%                 |
| Subtotal                             | \$ 2,524,765      | \$ 1,997,779      | \$ 1,737,500      | \$ 1,867,884            | \$ 130,384             | 107.50%                |
| Use of Money and Property:           |                   |                   |                   |                         |                        |                        |
| Interest                             | \$ 2,103,263      | \$ 4,120,576      | \$ 3,000,000      | \$ 4,463,936            | \$ 1,463,936           | 148.80%                |
| Commissions                          | 7,307             | 22,627            | -                 | 26,694                  | 26,694                 |                        |
| Leases                               | 46,078            | 62,820            | 51,048            | 44,146                  | (6,902)                | 86.48%                 |
| Community Centers Rental             | 89,871            | 119,478           | 84,000            | 84,666                  | 666                    | 100.79%                |
| Park Shelter Rentals                 | 25,988            | 21,989            | 22,000            | 12,699                  | (9,301)                | 57.72%                 |
| Sports Complex Rentals               | 116,281           | 170,400           | 109,000           | 102,247                 | (6,753)                | 93.80%                 |
| Aquatic Center Rentals               | 39,384            | 38,883            | 32,000            | 25,031                  | (6,969)                | 78.22%                 |
| Miscellaneous Rentals                | 84,782            | 91,192            | 61,000            | 63,329                  | 2,329                  | 103.82%                |
| Subtotal                             | \$ 2,512,954      | \$ 4,647,964      | \$ 3,359,048      | \$ 4,822,749            | \$ 1,463,701           | 143.57%                |
| Intergovernmental Revenue:           |                   |                   |                   |                         |                        |                        |
| Local:                               |                   |                   |                   |                         |                        |                        |
| Fire Protection                      | \$ 225,340        | \$ 571,591        | \$ 456,000        | \$ 440,696              | \$ (15,304)            | 96.64%                 |
| School/Police Agreements             | 156,204           | 225,186           | 200,303           | 136,322                 | (63,981)               | 68.06%                 |
| County Library Contribution          | 185,284           | 161,032           | 161,032           | 118,695                 | (42,337)               | 73.71%                 |
| Other Local Contributions            | 54,244            | 110,452           | 76,000            | 136,223                 | 60,223                 | 179.24%                |
| State:                               |                   |                   |                   |                         |                        |                        |
| Commercial & Industrial Replacement  | 530,674           | 401,351           | 260,961           | 130,502                 | (130,459)              | 50.01%                 |
| Business Property Tax Credit         | -                 | 211,780           | 187,991           | 106,398                 | (81,593)               | 56.60%                 |
| Library Contribution                 | 28,987            | 26,085            | 26,085            | 26,689                  | -                      | 102.31%                |
| Miscellaneous Grants                 | -                 | 4,950             | -                 | -                       | -                      |                        |
| Federal:                             |                   |                   |                   |                         |                        |                        |
| Public Safety Grants                 | 64,802            | 91,127            | 169,300           | 70,369                  | (98,931)               | 41.56%                 |
| Subtotal                             | \$ 1,245,535      | \$ 1,803,554      | \$ 1,537,672      | \$ 1,165,894            | \$ (371,778)           | 75.82%                 |
| Service Charges:                     |                   |                   |                   |                         |                        |                        |
| Police and Fire:                     |                   |                   |                   |                         |                        |                        |
| Insurance Reports                    | \$ 8,815          | \$ 12,042         | \$ 9,000          | \$ 10,002               | \$ 1,002               | 111.13%                |
| Fire/Ambulance Reports               | 130               | 80                | 100               | 30                      | (70)                   | 30.00%                 |
| False Alarm Fees                     | 2,200             | 775               | 2,000             | 300                     | (1,700)                | 15.00%                 |
| Ambulance Charges                    | 2,606,610         | 2,842,156         | 2,798,506         | 1,964,668               | (833,838)              | 70.20%                 |
| Fingerprinting                       | 12,508            | 11,442            | 12,000            | 6,392                   | (5,608)                | 53.27%                 |
| Towing Surcharge                     | 2,340             | 2,050             | 2,000             | 1,350                   | (650)                  | 67.50%                 |
| Plan Review Fees                     | 23,300            | 7,111             | 15,000            | 2,400                   | (12,600)               | 16.00%                 |
| Parks and Recreation:                |                   |                   |                   |                         |                        |                        |
| Admissions                           | 611,737           | 718,279           | 536,000           | 391,356                 | (144,645)              | 73.01%                 |
| Season Passes                        | 492,194           | 514,550           | 494,000           | 142,180                 | (351,820)              | 28.78%                 |
| Special Programs                     | 154,003           | 128,896           | 143,000           | 98,343                  | (44,657)               | 68.77%                 |
| Rec Programs - Tax Exempt            | 576,841           | 594,582           | 525,000           | 469,181                 | (55,819)               | 89.37%                 |
| Swimming Lessons                     | 131,018           | 122,998           | 117,000           | 7,108                   | (109,892)              | 6.08%                  |

|                                         | 2022-23<br>Actual    | 2023-24<br>Actual    | 2024-25<br>Budget    | As of<br>March 31, 2025 | Over (under)<br>Budget | Percent <sup>(1)</sup> |
|-----------------------------------------|----------------------|----------------------|----------------------|-------------------------|------------------------|------------------------|
| Dog Park Passes                         | 27,382               | 29,779               | 34,000               | 22,656                  | (11,344)               | 66.63%                 |
| Housing and Subdivision:                |                      |                      |                      |                         |                        |                        |
| Housing Code                            | 93,094               | 86,324               | 64,000               | 113,045                 | 49,045                 | 176.63%                |
| Plan Review Fees                        | 339,534              | 196,823              | 249,000              | 273,042                 | 24,042                 | 109.66%                |
| Site Plan Review                        | 15,300               | 13,560               | 8,000                | 11,800                  | 3,800                  | 147.50%                |
| Zoning                                  | 5,645                | 13,595               | 4,000                | 3,825                   | (175)                  | 95.63%                 |
| Subdivision Filing Fees                 | 7,980                | 9,985                | 4,000                | 6,735                   | 2,735                  | 168.38%                |
| Board of Adjustment Fees                | 3,720                | 2,660                | 2,000                | 1,690                   | (310)                  | 84.50%                 |
| Architect Review Board Fees             | 4,005                | 2,065                | 3,000                | 2,080                   | (920)                  | 69.33%                 |
| Miscellaneous Service Charges:          |                      |                      |                      |                         |                        |                        |
| Information Systems - Enterprise Funds  | 333,771              | 396,142              | 436,613              | 265,277                 | (171,336)              | 60.76%                 |
| Animal Impound Fees                     | 3,353                | 2,468                | 3,000                | 2,001                   | (999)                  | 66.72%                 |
| Copy Charges                            | 10,315               | 12,027               | 9,000                | 9,710                   | 710                    | 107.89%                |
| Miscellaneous Service Charges           | 10,595               | 35,665               | 64,000               | 44,102                  | (19,898)               | 68.91%                 |
| <b>Subtotal</b>                         | <b>\$ 5,476,391</b>  | <b>\$ 5,756,054</b>  | <b>\$ 5,534,219</b>  | <b>\$ 3,849,273</b>     | <b>\$ (1,684,946)</b>  | <b>69.55%</b>          |
| Other Revenues:                         |                      |                      |                      |                         |                        |                        |
| Map Sales                               | \$ 25                | \$ 35                | \$ -                 | \$ 10                   | \$ 10                  |                        |
| Sales/Salvages                          | 16,529               | 11,575               | 400                  | 63,859                  | 63,459                 | 15964.85%              |
| Concessions                             | 282,327              | 310,217              | 254,000              | 154,205                 | (99,795)               | 60.71%                 |
| Contributions-Private Sources           | 6,200                | 23,714               | 8,600                | 16,445                  | 7,845                  | 191.22%                |
| Program Sponsorships                    | 28,034               | 31,415               | 23,000               | 17,140                  | (5,860)                | 74.52%                 |
| Refunds/Rebates                         | 1,880                | 376                  | -                    | 14,460                  | 14,460                 |                        |
| Prairie Ridge Maint Reimb               | 206,277              | 263,863              | 279,133              | 176,916                 | (102,218)              | 63.38%                 |
| Roadway Signage Reimb                   | 16,385               | -                    | -                    | -                       | -                      |                        |
| Police OT Reimb                         | 11,936               | 18,390               | 12,000               | 12,240                  | 240                    | 102.00%                |
| Court Fines                             | 83,247               | 42,272               | 48,000               | 34,920                  | (13,080)               | 72.75%                 |
| Library Fines                           | 19,374               | 18,257               | 16,000               | 12,921                  | (3,079)                | 80.76%                 |
| Miscellaneous Library Revenues          | 7,046                | 13,232               | 6,000                | 5,058                   | (942)                  | 84.30%                 |
| Miscellaneous Revenues                  | 40,191               | 21,120               | 5,000                | 17,089                  | 12,089                 | 341.79%                |
| Overages/Shortages                      | 1,048                | 1,095                | -                    | 640                     | 640                    |                        |
| <b>Subtotal</b>                         | <b>\$ 720,498</b>    | <b>\$ 755,560</b>    | <b>\$ 652,133</b>    | <b>\$ 525,904</b>       | <b>\$ (126,229)</b>    | <b>80.64%</b>          |
| <b>Fund Total</b>                       | <b>\$ 44,806,792</b> | <b>\$ 48,493,748</b> | <b>\$ 50,241,188</b> | <b>\$ 34,612,643</b>    | <b>\$ (15,628,545)</b> | <b>68.89%</b>          |
| <b>Hotel/Motel Tax Fund</b>             |                      |                      |                      |                         |                        |                        |
| Other Revenue:                          |                      |                      |                      |                         |                        |                        |
| Interest                                | \$ 17,235            | \$ 45,642            | \$ 31,000            | \$ -                    | \$ (31,000)            | 0.00%                  |
| Refunds/Reimbursements                  | 2,000                | -                    | -                    | -                       | -                      |                        |
| <b>Fund Total</b>                       | <b>\$ 19,235</b>     | <b>\$ 45,642</b>     | <b>\$ 31,000</b>     | <b>\$ -</b>             | <b>\$ (31,000)</b>     | <b>0.00%</b>           |
| <b>Road Use Tax Fund:</b>               |                      |                      |                      |                         |                        |                        |
| Intergovernmental Revenue:              |                      |                      |                      |                         |                        |                        |
| Road Use Taxes                          | \$ 9,343,167         | \$ 9,595,382         | \$ 9,028,971         | \$ 7,025,067            | \$ (2,003,904)         | 77.81%                 |
| Interest                                | 227,038              | 540,503              | 411,000              | -                       | (411,000)              | 0.00%                  |
| Grants                                  | -                    | (4,950)              | 50,000               | 4,950                   | (45,050)               | 9.90%                  |
| Salvage Sales                           | 2,263                | 3,556                | 3,000                | 1,410                   | (1,590)                | 47.01%                 |
| Refunds                                 | 4,204                | 1,026                | -                    | 17,782                  | 17,782                 |                        |
| Reimbursements                          | 979                  | 3,783                | -                    | 1,176                   | 1,176                  |                        |
| <b>Fund Total</b>                       | <b>\$ 9,577,651</b>  | <b>\$ 10,139,300</b> | <b>\$ 9,492,971</b>  | <b>\$ 7,050,385</b>     | <b>\$ (2,442,586)</b>  | <b>74.27%</b>          |
| <b>Tax Increment Financing Fund:</b>    |                      |                      |                      |                         |                        |                        |
| Property Tax:                           |                      |                      |                      |                         |                        |                        |
| TIF District Urban Renewal I            | \$ 8,990,643         | \$ 8,914,746         | \$ 7,561,587         | \$ 4,202,035            | \$ (3,359,552)         | 55.57%                 |
| TIF District Urban Renewal II           | 483,107              | 568,305              | 560,474              | 336,421                 | (224,053)              | 60.02%                 |
| TIF District Urban Renewal III          | 416,756              | 863,401              | 554,056              | 290,089                 | (263,967)              | 52.36%                 |
| Use of Money and Property:              |                      |                      |                      |                         |                        |                        |
| Interest                                | 165,985              | 384,371              | 271,000              | -                       | (271,000)              | 0.00%                  |
| Other Reimbursements                    | -                    | 539,853              | -                    | -                       | -                      |                        |
| <b>Fund Total</b>                       | <b>\$ 10,056,491</b> | <b>\$ 11,270,675</b> | <b>\$ 8,947,117</b>  | <b>\$ 4,828,544</b>     | <b>\$ (4,118,573)</b>  | <b>53.97%</b>          |
| <b>Police and Fire Retirement Fund:</b> |                      |                      |                      |                         |                        |                        |
| Property Tax:                           |                      |                      |                      |                         |                        |                        |
| General Property Tax                    | \$ 2,442,175         | \$ 2,552,663         | \$ 2,963,642         | \$ 1,683,903            | \$ (1,279,739)         | 56.82%                 |
| Non-property Taxes:                     |                      |                      |                      |                         |                        |                        |
| Mobile Home Tax                         | 1,442                | 1,500                | 1,000                | 1,095                   | 95                     | 109.46%                |
| Utility Replacement Tax                 | 17,487               | 17,258               | 17,026               | 8,402                   | (8,624)                | 49.35%                 |
| Intergovernmental Revenue:              |                      |                      |                      |                         |                        |                        |
| Commercial & Industrial Replacement     | 46,307               | 34,746               | 23,322               | 11,658                  | -                      | 49.99%                 |
| School Police Agreements                | 26,824               | 33,836               | 34,154               | 19,920                  | (14,234)               | 58.33%                 |
| Business Property Tax Credit            | -                    | 18,343               | 16,801               | 9,509                   | -                      | 56.60%                 |
| Use of Money and Property:              |                      |                      |                      |                         |                        |                        |
| Interest                                | 6,250                | 26,250               | 23,000               | -                       | (23,000)               | 0.00%                  |
| Other Revenue:                          |                      |                      |                      |                         |                        |                        |
| Refunds/Reimbursements/Rebates          | 6,297                | -                    | -                    | -                       | -                      |                        |
| <b>Fund Total</b>                       | <b>\$ 2,546,782</b>  | <b>\$ 2,684,596</b>  | <b>\$ 3,078,945</b>  | <b>\$ 1,734,487</b>     | <b>\$ (1,344,458)</b>  | <b>56.33%</b>          |
| <b>Debt Service Fund:</b>               |                      |                      |                      |                         |                        |                        |
| Property Tax:                           |                      |                      |                      |                         |                        |                        |
| General Property Tax                    | \$ 14,611,968        | \$ 15,015,401        | \$ 17,081,161        | \$ 9,736,585            | \$ (7,344,576)         | 57.00%                 |

|                                      | 2022-23<br>Actual     | 2023-24<br>Actual     | 2024-25<br>Budget     | As of<br>March 31, 2025 | Over (under)<br>Budget | Percent <sup>(1)</sup> |
|--------------------------------------|-----------------------|-----------------------|-----------------------|-------------------------|------------------------|------------------------|
| Non-property Taxes:                  |                       |                       |                       |                         |                        |                        |
| Mobile Home Tax                      | 8,003                 | 8,190                 | 8,000                 | 5,971                   | (2,029)                | 74.63%                 |
| Utility Replacement Tax              | 96,971                | 94,137                | 92,870                | 45,830                  | (47,040)               | 49.35%                 |
| Intergovernmental Revenue:           |                       |                       |                       |                         |                        |                        |
| Commercial & Industrial Replacement  | 276,946               | 204,349               | 134,378               | 67,171                  | -                      | 49.99%                 |
| Business Property Tax Credit         | -                     | 100,053               | 91,640                | 51,866                  | -                      | 56.60%                 |
| Use of Money and Property:           |                       |                       |                       |                         |                        |                        |
| Interest                             | 108,608               | 273,368               | 197,000               | -                       | (197,000)              | 0.00%                  |
| Fund Total                           | \$ 15,102,496         | \$ 15,695,498         | \$ 17,605,049         | \$ 9,907,424            | \$ (7,697,625)         | 56.28%                 |
| <b>Solid Waste Fund:</b>             |                       |                       |                       |                         |                        |                        |
| Recycling Fees                       | \$ 1,336,486          | \$ 1,425,436          | 1,515,000             | 1,115,915               | (399,085)              | 73.66%                 |
| Service Charges                      | 20,455                | 21,010                | 21,000                | 15,518                  | (5,482)                | 73.90%                 |
| Interest                             | 6,080                 | 26,230                | 22,000                | -                       | (22,000)               | 0.00%                  |
| Fund Total                           | \$ 1,363,021          | \$ 1,472,676          | \$ 1,558,000          | \$ 1,131,433            | \$ (426,567)           | 72.62%                 |
| <b>Water Fund:</b>                   |                       |                       |                       |                         |                        |                        |
| Refunds                              | \$ 10,482             | \$ 12,449             | 9,000                 | 10,349                  | \$ 1,349               | 114.99%                |
| Sales Tax                            | 63                    | 22                    | -                     | 93                      | 93                     |                        |
| Excise Tax                           | 982,146               | 1,087,401             | 1,222,000             | 876,953                 | (345,047)              | 71.76%                 |
| Cell Tower Lease                     | 82,534                | 56,144                | 58,222                | 48,118                  | (10,104)               | 82.65%                 |
| Outside Billing                      | 27,692                | 29,060                | 24,000                | 30,223                  | 6,223                  | 125.93%                |
| Water Sales                          | 13,850,632            | 15,460,204            | 16,337,542            | 12,463,474              | (3,874,068)            | 76.29%                 |
| Hook Up Fees                         | 308,782               | 263,502               | 200,000               | 178,427                 | (21,573)               | 89.21%                 |
| Meter Sales                          | 434,881               | 414,112               | 508,000               | 356,459                 | (151,541)              | 70.17%                 |
| Temporary Water Sales                | 79,960                | 54,460                | 60,000                | 57,920                  | (2,080)                | 96.53%                 |
| Water Availability                   | 3,589,191             | 3,810,091             | 3,960,111             | 3,051,242               | (908,869)              | 77.05%                 |
| Service Charges                      | 140,629               | 169,199               | 303,500               | 112,485                 | (191,015)              | 37.06%                 |
| Unapplied Credits                    | 7,879                 | (4,310)               | -                     | 5,824                   | 5,824                  |                        |
| Deposits                             | 190,643               | 192,087               | 216,000               | 135,734                 | (80,266)               | 62.84%                 |
| Interest                             | 24,000                | 105,000               | 90,000                | -                       | (90,000)               | 0.00%                  |
| Miscellaneous                        | 6,612                 | 6,525                 | -                     | 8,123                   | 8,123                  |                        |
| Fund Total                           | \$ 19,736,125         | \$ 21,981,518         | \$ 22,988,375         | \$ 17,335,423           | \$ (5,652,952)         | 75.41%                 |
| <b>Sewer Fund:</b>                   |                       |                       |                       |                         |                        |                        |
| Sales Tax                            | \$ 262,457            | \$ 260,283            | \$ 282,000            | \$ 191,221              | \$ (90,779)            | 67.81%                 |
| Refunds                              | 53                    | -                     | -                     | -                       | -                      |                        |
| Miscellaneous                        | 2,780                 | 9,649                 | -                     | -                       | -                      |                        |
| Miscellaneous Service Charge         | 60,519                | 60,577                | 228,500               | 40,323                  | (188,177)              | 17.65%                 |
| Sewer Usage                          | 10,019,648            | 9,597,819             | 10,223,023            | 7,753,164               | (2,469,859)            | 75.84%                 |
| Hook Up Fees                         | 299,199               | 886,353               | 300,000               | 556,633                 | 256,633                | 185.54%                |
| Sewer Availability                   | 6,426,174             | 6,534,713             | 6,555,612             | 5,067,003               | (1,488,609)            | 77.29%                 |
| Interest                             | 14,250                | 94,500                | 100,000               | 56,310                  | (43,690)               | 56.31%                 |
| Fund Total                           | \$ 17,085,080         | \$ 17,443,893         | \$ 17,689,135         | \$ 13,664,654           | \$ (4,024,481)         | 77.25%                 |
| <b>Storm Water Fund</b>              |                       |                       |                       |                         |                        |                        |
| Permits                              | \$ 97,220             | \$ 73,760             | \$ 60,000             | \$ 61,911               | \$ 1,911               | 103.18%                |
| Interest                             | 70,903                | 166,196               | 118,000               | -                       | (118,000)              | 0.00%                  |
| Sales Tax                            | 66,277                | 69,187                | 91,000                | 63,345                  | (27,655)               | 69.61%                 |
| Service Charges                      | 3,423,284             | 3,496,365             | 4,168,539             | 3,143,953               | (1,024,586)            | 75.42%                 |
| Miscellaneous                        | 14,059                | 10,391                | 15,000                | 3,100                   | (11,900)               | 20.67%                 |
| Fund Total                           | \$ 3,671,742          | \$ 3,815,898          | \$ 4,452,539          | \$ 3,272,309            | \$ (1,180,230)         | 73.49%                 |
| <b>Golf Course Fund:</b>             |                       |                       |                       |                         |                        |                        |
| Refunds                              | \$ 1,172              | \$ 1,836              | \$ 1,000              | \$ 1,284                | \$ 284                 | 128.37%                |
| Commissions                          | 1,051                 | 1,008                 | 1,000                 | 3,423                   | 2,423                  | 342.30%                |
| Miscellaneous Service Charges        | 26,649                | 25,582                | 50,000                | 28,496                  | (21,504)               | 56.99%                 |
| Gift Certificates                    | 3,447                 | 10,517                | -                     | 2,552                   | 2,552                  |                        |
| Driving Range                        | 212,937               | 228,752               | 201,000               | 131,693                 | (69,307)               | 65.52%                 |
| Rec Program Fees                     | 27,770                | 28,930                | 25,000                | 21,263                  | (3,737)                | 85.05%                 |
| Overages (Shortages)                 | (1,145)               | (1,372)               | -                     | (350)                   | (350)                  |                        |
| Food and Beverage Sales              | 292,505               | 306,141               | 245,000               | 171,003                 | (73,998)               | 69.80%                 |
| Clubhouse and Banquet Rental         | 28,729                | 24,291                | 27,000                | 13,283                  | (13,717)               | 49.20%                 |
| Alcoholic Beverage Sales             | 332,814               | 332,115               | 289,000               | 207,166                 | (81,834)               | 71.68%                 |
| Season Passes                        | 109,799               | 110,772               | 109,000               | 62,238                  | (46,762)               | 57.10%                 |
| Greens Fees                          | 757,386               | 824,833               | 669,000               | 489,762                 | (179,238)              | 73.21%                 |
| Merchandise Sales                    | 150,417               | 141,340               | 125,000               | 92,149                  | (32,851)               | 73.72%                 |
| Cart Rental                          | 446,538               | 470,217               | 399,000               | 289,508                 | (109,492)              | 72.56%                 |
| Equipment Rental                     | 3,604                 | 3,230                 | 3,000                 | 1,935                   | (1,065)                | 64.50%                 |
| Sales Tax                            | 46,635                | 48,454                | 40,000                | 29,498                  | (10,502)               | 73.75%                 |
| Miscellaneous Revenue                | 100,824               | 98,393                | 102,000               | 57,868                  | (44,132)               | 56.73%                 |
| Interest                             | 32,591                | 104,588               | 75,000                | -                       | (75,000)               | 0.00%                  |
| Other Reimbursement                  | -                     | 1,050                 | -                     | -                       | -                      |                        |
| Fund Total                           | \$ 2,573,721          | \$ 2,760,675          | \$ 2,361,000          | \$ 1,602,770            | \$ (758,230)           | 67.89%                 |
| <b>Total - Major Operating Funds</b> | <b>\$ 126,539,137</b> | <b>\$ 135,804,120</b> | <b>\$ 138,445,319</b> | <b>\$ 95,140,072</b>    | <b>\$ (43,305,247)</b> | <b>68.72%</b>          |

<sup>(1)</sup> March is 75% of the fiscal year.

**City of Ankeny  
Major Operating Funds  
Budget versus Actual  
March 31, 2025**

|                                    |      | Revenue       |               |                 |      | Expenditures  |               |                 |     |
|------------------------------------|------|---------------|---------------|-----------------|------|---------------|---------------|-----------------|-----|
|                                    |      | Budget        | Actual        | Variance        | %    | Budget        | Actual        | Variance        | %   |
| <b>General Fund</b>                |      |               |               |                 |      |               |               |                 |     |
| Public Safety:                     |      |               |               |                 |      |               |               |                 |     |
| Police Administration              | 1111 | \$ 126,400    | \$ 57,623     | \$ (68,777)     | 46%  | \$ 2,489,267  | \$ 1,705,540  | \$ (783,727)    | 69% |
| Police Operations                  | 1112 | 315,903       | 364,088       | 48,185          | 115% | 9,408,725     | 7,331,483     | (2,077,242)     | 78% |
| Police Support Services            | 1114 | 36,000        | 25,389        | (10,611)        | 71%  | 2,779,669     | 1,975,242     | (804,427)       | 71% |
| Crossing Guards                    | 1119 | -             | -             | -               | N/A  | 130,522       | 78,940        | (51,582)        | 60% |
| Emergency Preparedness             | 1140 | -             | -             | -               | N/A  | 436,585       | 380,327       | (56,258)        | 87% |
| Fire Support                       | 1141 | 474,100       | 463,285       | (10,815)        | 98%  | 1,591,431     | 1,135,786     | (455,645)       | 71% |
| Fire Suppression                   | 1142 | 1,000         | 1,492         | 492             | 149% | 4,264,786     | 3,059,385     | (1,205,401)     | 72% |
| Emergency Medical Services         | 1144 | 2,802,506     | 1,978,747     | (823,759)       | 71%  | 8,891,828     | 5,913,271     | (2,978,557)     | 67% |
| Code Enforcement                   | 1460 | 1,880,600     | 2,100,831     | 220,231         | 112% | 2,276,973     | 1,752,651     | (524,322)       | 77% |
| Animal Control                     | 2224 | 3,000         | 2,001         | (999)           | 67%  | 32,000        | 15,386        | (16,614)        | 48% |
| Subtotal                           |      | \$ 5,639,509  | \$ 4,993,456  | \$ (646,053)    | 89%  | \$ 32,301,786 | \$ 23,348,012 | \$ (8,953,774)  | 72% |
| Culture & Recreation:              |      |               |               |                 |      |               |               |                 |     |
| Library                            | 2331 | \$ 280,017    | \$ 237,075    | \$ (42,942)     | 85%  | \$ 2,969,044  | \$ 2,157,696  | \$ (811,348)    | 73% |
| Park Administration                | 2440 | 56,000        | 55,355        | (645)           | 99%  | 438,956       | 335,059       | (103,897)       | 76% |
| Park Maintenance                   | 2441 | -             | 152           | 152             | N/A  | 2,215,361     | 1,610,748     | (604,613)       | 73% |
| Recreation Programs                | 2442 | 617,000       | 518,224       | (98,776)        | 84%  | 981,319       | 730,323       | (250,996)       | 74% |
| Community Centers                  | 2443 | 210,000       | 274,919       | 64,919          | 131% | 608,612       | 411,794       | (196,818)       | 68% |
| Aquatic Centers                    | 2444 | 1,360,000     | 610,883       | (749,117)       | 45%  | 1,553,889     | 1,094,352     | (459,537)       | 70% |
| Prairie Ridge Sports Complex       | 2445 | 416,876       | 299,300       | (117,576)       | 72%  | 1,236,585     | 794,684       | (441,901)       | 64% |
| Hawkeye Concessions                | 2446 | 59,400        | 46,951        | (12,449)        | 79%  | 66,318        | 31,925        | (34,393)        | 48% |
| Cemetery                           | 3547 | -             | -             | -               | N/A  | 600           | -             | (600)           | 0%  |
| Subtotal                           |      | \$ 2,999,293  | \$ 2,042,858  | \$ (956,435)    | 68%  | \$ 10,070,684 | \$ 7,166,581  | \$ (2,904,103)  | 71% |
| Public Works:                      |      |               |               |                 |      |               |               |                 |     |
| Airport Authority                  | 3548 | \$ 723,972    | \$ 410,866    | \$ (313,106)    | 57%  | \$ 724,016    | \$ 362,008    | \$ (362,008)    | 50% |
| Subtotal                           |      | \$ 723,972    | \$ 410,866    | \$ (313,106)    | 57%  | \$ 724,016    | \$ 362,008    | \$ (362,008)    | 50% |
| Community & Economic Development:  |      |               |               |                 |      |               |               |                 |     |
| Development Engineering            | 3545 | \$ 48,000     | \$ 37,119     | \$ (10,881)     | 77%  | \$ 1,052,507  | \$ 834,197    | \$ (218,310)    | 79% |
| Housing Authority                  | 3648 | -             | -             | -               | N/A  | 43,968        | 38,968        | (5,000)         | 89% |
| Economic Development               | 4886 | -             | -             | -               | N/A  | 484,050       | 331,678       | (152,372)       | 69% |
| Community Development              | 4887 | 22,000        | 30,900        | 8,900           | 140% | 1,349,078     | 975,061       | (374,017)       | 72% |
| Subtotal                           |      | \$ 70,000     | \$ 68,019     | \$ (1,981)      | 97%  | \$ 2,929,603  | \$ 2,179,904  | \$ (749,699)    | 74% |
| General Government:                |      |               |               |                 |      |               |               |                 |     |
| Communications                     | 2335 | \$ -          | \$ -          | \$ -            | N/A  | \$ 475,097    | \$ 323,716    | \$ (151,381)    | 68% |
| Mayor and City Council             | 4881 | -             | -             | -               | N/A  | 206,055       | 146,972       | (59,083)        | 71% |
| Human Resources                    | 4882 | -             | -             | -               | N/A  | 547,561       | 405,343       | (142,218)       | 74% |
| City Manager                       | 4883 | -             | -             | -               | N/A  | 1,304,996     | 938,298       | (366,698)       | 72% |
| City Clerk                         | 4884 | 131,900       | 105,332       | (26,568)        | 80%  | 531,263       | 381,115       | (150,148)       | 72% |
| Finance                            | 4885 | 40,239,901    | 26,723,316    | (13,516,585)    | 66%  | 651,805       | 505,970       | (145,835)       | 78% |
| Information Technology             | 4889 | 436,613       | 268,797       | (167,816)       | 62%  | 1,746,446     | 1,061,108     | (685,338)       | 61% |
| City Hall Building                 | 4891 | -             | -             | -               | N/A  | 157,800       | 97,558        | (60,242)        | 62% |
| Subtotal                           |      | \$ 40,808,414 | \$ 27,097,445 | \$ (13,710,969) | 66%  | \$ 5,621,023  | \$ 3,860,079  | \$ (1,760,944)  | 69% |
| Total General Fund                 |      | \$ 50,241,188 | \$ 34,612,643 | \$ (15,628,545) | 69%  | \$ 51,647,112 | \$ 36,916,584 | \$ (14,730,528) | 71% |
| Hotel/Motel Tax Fund               |      |               |               |                 |      |               |               |                 |     |
| Community and Economic Development | 2233 | \$ 31,000     | \$ -          | \$ (31,000)     | 0%   | \$ 1,807,417  | \$ 1,245,883  | \$ (561,534)    | 69% |
| Road Use Tax Fund                  |      |               |               |                 |      |               |               |                 |     |
| Public Works:                      |      |               |               |                 |      |               |               |                 |     |
| Street Lighting                    | 1260 | \$ -          | \$ -          | \$ -            | N/A  | \$ 726,000    | \$ 516,083    | \$ (209,917)    | 71% |
| Roadway Administration             | 3261 | 9,492,971     | 7,049,069     | (2,443,902)     | 74%  | 2,266,916     | 1,540,245     | (726,671)       | 68% |
| Roadway Maintenance                | 3262 | -             | 1,316         | 1,316           | N/A  | 3,348,624     | 2,525,789     | (822,835)       | 75% |
| Snow and Ice Control               | 3263 | -             | -             | -               | N/A  | 2,533,955     | 1,428,356     | (1,105,599)     | 56% |
| Traffic Safety                     | 3265 | -             | -             | -               | N/A  | 1,841,649     | 1,421,652     | (419,997)       | 77% |
| Total Road Use Tax Fund            |      | \$ 9,492,971  | \$ 7,050,385  | \$ (2,442,586)  | 74%  | \$ 10,717,144 | \$ 7,432,124  | \$ (3,285,020)  | 69% |

|                                    |      | Revenue        |               |                 |      | Expenditures   |               |                 |     |  |
|------------------------------------|------|----------------|---------------|-----------------|------|----------------|---------------|-----------------|-----|--|
|                                    |      | Budget         | Actual        | Variance        | %    | Budget         | Actual        | Variance        | %   |  |
| Tax Increment Financing            |      |                |               |                 |      |                |               |                 |     |  |
| Community and Economic Development | 4280 | \$ 8,947,117   | \$ 4,828,544  | \$ (4,118,573)  | 54%  | \$ 3,760,333   | \$ 99,538     | \$ (3,660,795)  | 3%  |  |
| Police and Fire Retirement         |      |                |               |                 |      |                |               |                 |     |  |
| Public Safety:                     | 4290 | \$ 3,078,945   | \$ 1,734,487  | \$ (1,344,458)  | 56%  | \$ 3,112,669   | \$ 2,389,200  | \$ (723,469)    | 77% |  |
| Debt Service                       |      |                |               |                 |      |                |               |                 |     |  |
| Debt Service:                      | 4300 | \$ 17,605,049  | \$ 9,907,424  | \$ (7,697,625)  | 56%  | \$ 26,086,257  | \$ 2,206,023  | \$ (23,880,234) | 8%  |  |
| Solid Waste                        |      |                |               |                 |      |                |               |                 |     |  |
| Enterprise:                        | 3500 | \$ 1,558,000   | \$ 1,131,433  | \$ (426,567)    | 73%  | \$ 1,539,776   | \$ 1,079,261  | \$ (460,515)    | 70% |  |
| Water                              |      |                |               |                 |      |                |               |                 |     |  |
| Enterprise:                        |      |                |               |                 |      |                |               |                 |     |  |
| Utility Deposits                   | 3505 | \$ 216,000     | \$ 135,734    | \$ (80,266)     | 63%  | \$ 178,000     | \$ 126,150    | \$ (51,850)     | 71% |  |
| Water Administration               | 3510 | 22,772,375     | 17,199,690    | (5,572,685)     | 76%  | 13,266,097     | 8,072,382     | (5,193,715)     | 61% |  |
| Water Maintenance                  | 3512 | -              | -             | -               | N/A  | 2,996,867      | 2,039,019     | (957,848)       | 68% |  |
| Water Improvement                  | 3520 | -              | -             | -               | N/A  | -              | -             | -               | N/A |  |
| Water Sinking                      | 3530 | -              | -             | -               | N/A  | 3,121,130      | 386,681       | (2,734,449)     | 12% |  |
| Total Water Fund                   |      | \$ 22,988,375  | \$ 17,335,423 | \$ (5,652,952)  | 75%  | \$ 19,562,094  | \$ 10,624,233 | \$ (8,937,861)  | 54% |  |
| Sewer                              |      |                |               |                 |      |                |               |                 |     |  |
| Enterprise:                        |      |                |               |                 |      |                |               |                 |     |  |
| Wastewater Administration          | 3550 | \$ 17,689,135  | \$ 13,664,654 | \$ (4,024,481)  | 77%  | \$ 9,342,284   | \$ 7,477,241  | \$ (1,865,043)  | 80% |  |
| Wastewater Operations              | 3552 | -              | -             | -               | N/A  | 1,699,883      | 1,264,993     | (434,890)       | 74% |  |
| Sewer Improvement                  | 3560 | -              | -             | -               | N/A  | -              | -             | -               | N/A |  |
| Total Sewer Fund                   |      | \$ 17,689,135  | \$ 13,664,654 | \$ (4,024,481)  | 77%  | \$ 11,042,167  | \$ 8,742,234  | \$ (2,299,933)  | 79% |  |
| Storm Water                        |      |                |               |                 |      |                |               |                 |     |  |
| Enterprise:                        |      |                |               |                 |      |                |               |                 |     |  |
| Storm Water Administration         | 3580 | \$ 4,452,539   | \$ 3,272,309  | \$ (1,180,230)  | 73%  | \$ 1,085,920   | \$ 785,800    | \$ (300,120)    | 72% |  |
| Street Cleaning                    | 3584 | -              | -             | -               | N/A  | 270,825        | 149,996       | (120,829)       | 55% |  |
| Total Storm Water Fund             |      | \$ 4,452,539   | \$ 3,272,309  | \$ (1,180,230)  | 73%  | \$ 1,356,745   | \$ 935,796    | \$ (420,949)    | 69% |  |
| Golf Course                        |      |                |               |                 |      |                |               |                 |     |  |
| Enterprise:                        |      |                |               |                 |      |                |               |                 |     |  |
| Golf Course Maintenance            | 2591 | \$ 1,000       | \$ 1,243      | \$ 243          | 124% | \$ 839,224     | \$ 534,697    | \$ (304,527)    | 64% |  |
| Golf Course Pro Shop               | 2592 | 1,669,500      | 1,140,555     | (528,945)       | 68%  | 762,889        | 489,232       | (273,657)       | 64% |  |
| Golf Course Banquet Services       | 2595 | 690,500        | 460,972       | (229,528)       | 67%  | 995,793        | 652,210       | (343,583)       | 65% |  |
| Total Golf Course Fund             |      | \$ 2,361,000   | \$ 1,602,770  | \$ (758,230)    | 68%  | \$ 2,597,906   | \$ 1,676,140  | \$ (921,766)    | 65% |  |
| Total                              |      | \$ 138,445,319 | \$ 95,140,072 | \$ (43,305,247) | 69%  | \$ 133,229,620 | \$ 73,347,015 | \$ (59,882,605) | 55% |  |

**City of Ankeny  
Investment Schedule  
March 2025**

| Account Number                | Institution            | Description       | Type             | Interest Rate | Purchase Date | Maturity Date | Days | Principal         | Accrued Interest | Premium/ (Discount) | Interest/ Dividends Received | Principal Redeemed | Balance March 31, 2025 |
|-------------------------------|------------------------|-------------------|------------------|---------------|---------------|---------------|------|-------------------|------------------|---------------------|------------------------------|--------------------|------------------------|
| <b>Capital Projects</b>       |                        |                   |                  |               |               |               |      |                   |                  |                     |                              |                    |                        |
| 1346315-1                     | IPAIT                  | CD                | CD               | 4.550%        | 2/1/2023      | 8/5/2024      | 551  | \$ 3,000,000.00   | \$ -             | \$ -                | \$ 211,991.00                | \$ 3,000,000.00    | \$ -                   |
|                               | Robert W. Baird & Co.  | T-Note            | T-Note           | 5.407%        | 9/5/2023      | 8/15/2024     | 345  | 5,000,000.00      | -                | (226,243.75)        | 235,618.75                   | 4,773,756.25       | -                      |
| 48511043811                   | Veridian Credit Union  | CD                | CD               | 5.641%        | 9/27/2023     | 9/27/2024     | 365  | 4,000,000.00      | -                | -                   | 225,240.48                   | 4,000,000.00       | -                      |
|                               | RBC Wealth Managem     | FHLB              | Federal Security | 4.830%        | 9/3/2024      | 2/14/2025     | 164  | 5,000,000.00      | 12,270.83        | (3,950.00)          | 107,929.17                   | 4,996,050.00       | -                      |
| 313-91634                     | RBC Wealth Managem     | T-Note            | T-Note           | 5.015%        | 3/5/2024      | 3/15/2025     | 375  | 5,000,000.00      | -                | (159,523.44)        | 247,023.44                   | 4,840,476.56       | -                      |
|                               | Robert W. Baird & Co.  | FNMA              | Federal Security | 4.407%        | 9/3/2024      | 8/25/2025     | 356  | 5,000,000.00      | 416.67           | (188,525.65)        | 8,958.33                     | -                  | 4,811,474.35           |
| 104092373377                  | Community Choice Cre   | CD                | CD               | 4.250%        | 9/27/2024     | 9/27/2025     | 364  | 4,000,000.00      | -                | -                   | -                            | -                  | 4,000,000.00           |
|                               | Robert W. Baird & Co.  | T-Note            | T-Note           | 4.119%        | 9/3/2024      | 2/15/2026     | 530  | 5,000,000.00      | 4,194.97         | (170,858.59)        | 36,430.03                    | -                  | 4,829,141.41           |
|                               | RBC Wealth Managem     | T-Note            | T-Note           | 3.891%        | 9/3/2024      | 8/15/2026     | 711  | 5,000,000.00      | 11,294.16        | 43,848.75           | 98,080.84                    | -                  | 5,043,848.75           |
| Subtotal                      |                        |                   |                  |               |               |               |      | \$ 41,000,000.00  | \$ 28,176.63     | \$ (705,252.68)     | \$ 1,171,272.04              | \$ 21,610,282.81   | \$ 18,684,464.51       |
| <b>Equipment Reserve</b>      |                        |                   |                  |               |               |               |      |                   |                  |                     |                              |                    |                        |
| 1363657-1                     | IPAIT                  | CD                | CD               | 5.275%        | 6/24/2024     | 6/23/2025     | 364  | \$ 1,000,000.00   | \$ -             | \$ -                | \$ -                         | \$ -               | \$ 1,000,000.00        |
| Subtotal                      |                        |                   |                  |               |               |               |      | \$ 1,000,000.00   | \$ -             | \$ -                | \$ -                         | \$ -               | \$ 1,000,000.00        |
| <b>General Funds</b>          |                        |                   |                  |               |               |               |      |                   |                  |                     |                              |                    |                        |
|                               | Robert W. Baird & Co.  | T-Bill            | T-Bill           | 5.314%        | 4/15/2024     | 7/11/2024     | 87   | \$ 2,962,574.50   | \$ -             | \$ -                | \$ 37,425.50                 | \$ 2,962,574.50    | \$ -                   |
| 6900962723                    | BMO                    | CD                | CD               | 5.320%        | 1/26/2024     | 7/23/2024     | 179  | 5,000,000.00      | -                | -                   | 128,450.40                   | 5,000,000.00       | -                      |
| 13637253                      | Bankers Trust          | CD                | CD               | 5.320%        | 1/26/2024     | 7/26/2024     | 182  | 5,000,000.00      | -                | -                   | 130,890.40                   | 5,000,000.00       | -                      |
|                               | Robert W. Baird & Co.  | Korea Dev Bank NY | Commercial Paper | 5.150%        | 1/29/2024     | 8/1/2024      | 185  | 2,920,604.16      | -                | -                   | 79,395.84                    | 2,920,604.16       | -                      |
|                               | Robert W. Baird & Co.  | Natixis           | Commercial Paper | 5.607%        | 12/6/2023     | 8/20/2024     | 258  | 4,806,858.35      | -                | -                   | 193,141.65                   | 4,806,858.35       | -                      |
| 313-91634                     | RBC Wealth Managem     | T-Note            | T-Note           | 5.104%        | 1/29/2024     | 8/31/2024     | 215  | 5,000,000.00      | -                | (52,996.87)         | 134,246.87                   | 4,947,003.13       | -                      |
| 260003236                     | Community State        | CD                | CD               | 5.740%        | 9/27/2023     | 9/26/2024     | 365  | 5,000,000.00      | -                | -                   | 286,778.07                   | 5,000,000.00       | -                      |
|                               | Robert W. Baird & Co.  | T-Note            | T-Note           | 5.240%        | 4/15/2024     | 10/31/2024    | 199  | 3,000,000.00      | -                | (13,748.44)         | 79,373.44                    | 2,986,251.56       | -                      |
| 6900908841                    | BMO                    | CD                | CD               | 5.880%        | 11/16/2023    | 11/16/2024    | 366  | 2,000,000.00      | -                | -                   | 117,891.22                   | 2,000,000.00       | -                      |
| 0015592889-1001               | Green State Credit Uni | CD                | CD               | 5.150%        | 1/26/2024     | 1/27/2025     | 367  | 3,000,000.00      | -                | -                   | 155,357.64                   | 3,000,000.00       | -                      |
| 23515                         | South Story Bank & Tru | CD                | CD               | 4.750%        | 9/16/2024     | 3/16/2025     | 181  | 5,000,000.00      | -                | -                   | 117,329.18                   | 5,000,000.00       | -                      |
| 40029282                      | Two Rivers Bank & Tru  | CD                | CD               | 4.625%        | 9/27/2024     | 3/27/2025     | 181  | 5,000,000.00      | -                | -                   | 113,373.23                   | 5,000,000.00       | -                      |
| 900020710                     | Northwest Bank         | CD                | CD               | 5.040%        | 4/10/2024     | 4/10/2025     | 365  | 5,000,000.00      | -                | -                   | -                            | -                  | 5,000,000.00           |
| 313-91634                     | RBC Wealth Managem     | T-Note            | T-Note           | 5.113%        | 4/15/2024     | 4/15/2025     | 365  | 3,000,000.00      | -                | (71,017.50)         | 39,375.00                    | -                  | 2,928,982.50           |
|                               | RBC Wealth Managem     | T-Bill            | T-Bill           | 4.248%        | 12/13/2024    | 5/29/2025     | 167  | 5,000,000.00      | -                | (95,336.81)         | -                            | -                  | 4,904,663.19           |
| 0015592889-1002               | Green State Credit Uni | CD                | CD               | 4.525%        | 9/16/2024     | 6/16/2025     | 273  | 5,000,000.00      | -                | -                   | -                            | -                  | 5,000,000.00           |
| 40029308                      | Two Rivers Bank & Tru  | CD                | CD               | 4.450%        | 9/27/2024     | 6/27/2025     | 273  | 5,000,000.00      | -                | -                   | -                            | -                  | 5,000,000.00           |
|                               | Robert W. Baird & Co.  | Natixis           | Commercial Paper | 4.468%        | 12/12/2024    | 8/7/2025      | 238  | 4,856,538.90      | -                | -                   | -                            | -                  | 4,856,538.90           |
|                               | Robert W. Baird & Co.  | T-Note            | T-Note           | 4.282%        | 12/13/2024    | 8/31/2025     | 261  | 5,000,000.00      | 3,591.16         | (139,860.95)        | 2,658.84                     | -                  | 4,860,139.05           |
|                               | RBC Wealth Managem     | MUFG Bank         | Commercial Paper | 4.442%        | 12/12/2024    | 9/5/2025      | 267  | 4,840,541.65      | -                | -                   | -                            | -                  | 4,840,541.65           |
| 0015592889-1003               | Green State Credit Uni | CD                | CD               | 4.500%        | 9/16/2024     | 9/16/2025     | 365  | 5,000,000.00      | -                | -                   | -                            | -                  | 5,000,000.00           |
| 40029324                      | Two Rivers Bank & Tru  | CD                | CD               | 4.250%        | 9/27/2024     | 9/27/2025     | 365  | 5,000,000.00      | -                | -                   | -                            | -                  | 5,000,000.00           |
|                               | Robert W. Baird & Co.  | T-Note            | T-Note           | 4.256%        | 12/13/2024    | 11/30/2025    | 352  | 5,000,000.00      | 669.64           | (179,750.00)        | -                            | -                  | 4,820,919.64           |
| 3000907325                    | Lincoln Savings Bank   | MM                | Money market     | 3.250%        | N/A           | N/A           | MM   | 7,646,055.10      | -                | -                   | 210,437.51                   | -                  | 7,646,055.10           |
| 39246-101                     | IPAIT                  | MM                | Money market     | 4.106%        | N/A           | N/A           | MM   | 80,728,076.41     | -                | -                   | 1,128,866.05                 | 58,000,000.00      | 22,728,076.41          |
|                               | Farmers State Bank     | MM                | Money market     | 4.080%        | N/A           | N/A           | MM   | 25,095,502.44     | -                | -                   | 836,469.47                   | -                  | 25,095,502.44          |
| Subtotal                      |                        |                   |                  |               |               |               |      | \$ 214,856,751.51 | \$ 4,260.80      | \$ (552,710.57)     | \$ 3,791,460.31              | \$ 106,623,291.70  | \$ 107,681,418.88      |
| <b>Police/Fire Pension</b>    |                        |                   |                  |               |               |               |      |                   |                  |                     |                              |                    |                        |
| 1363657-1                     | IPAIT                  | CD                | CD               | 5.275%        | 6/24/2024     | 6/23/2025     | 364  | \$ 500,000.00     | \$ -             | \$ -                | \$ -                         | \$ -               | \$ 500,000.00          |
| Subtotal                      |                        |                   |                  |               |               |               |      | \$ 500,000.00     | \$ -             | \$ -                | \$ -                         | \$ -               | \$ 500,000.00          |
| <b>Sewer Improvement Fund</b> |                        |                   |                  |               |               |               |      |                   |                  |                     |                              |                    |                        |
| 48511043811                   | Veridian Credit Union  | CD                | CD               | 5.641%        | 9/27/2023     | 9/27/2024     | 365  | \$ 1,000,000.00   | \$ -             | \$ -                | \$ 56,310.12                 | \$ 1,000,000.00    | \$ -                   |
| 1363657-1                     | IPAIT                  | CD                | CD               | 5.275%        | 6/24/2024     | 6/23/2025     | 364  | 1,000,000.00      | -                | -                   | -                            | -                  | 1,000,000.00           |
| 104092373377                  | Community Choice Cre   | CD                | CD               | 4.250%        | 9/27/2024     | 9/27/2025     | 364  | 1,000,000.00      | -                | -                   | -                            | -                  | 1,000,000.00           |
| Subtotal                      |                        |                   |                  |               |               |               |      | \$ 3,000,000.00   | \$ -             | \$ -                | \$ 56,310.12                 | \$ 1,000,000.00    | \$ 2,000,000.00        |



**City of Ankeny  
Investment Schedule  
March 2025**

| Account<br>Number                   | Institution | Description | Type | Interest<br>Rate | Purchase<br>Date | Maturity<br>Date | Days | Principal         | Accrued<br>Interest | Premium/<br>(Discount) | Interest/<br>Dividends<br>Received | Principal<br>Redeemed | Balance<br>March 31, 2025 |
|-------------------------------------|-------------|-------------|------|------------------|------------------|------------------|------|-------------------|---------------------|------------------------|------------------------------------|-----------------------|---------------------------|
| <b>Water Fund</b>                   |             |             |      |                  |                  |                  |      |                   |                     |                        |                                    |                       |                           |
| 1363657-1                           | IPAIT       | CD          | CD   | 5.275%           | 6/24/2024        | 6/23/2025        | 364  | \$ 2,000,000.00   | \$ -                | \$ -                   | \$ -                               | \$ -                  | \$ 2,000,000.00           |
| Subtotal                            |             |             |      |                  |                  |                  |      | \$ 2,000,000.00   | \$ -                | \$ -                   | \$ -                               | \$ -                  | \$ 2,000,000.00           |
| Total Investments                   |             |             |      |                  |                  |                  |      | \$ 262,356,751.51 | \$ 32,437.43        | \$ (1,257,963.25)      | \$ 5,019,042.47                    | \$ 129,233,574.51     | \$ 131,865,883.39         |
| <b><u>Totals by Institution</u></b> |             |             |      |                  |                  |                  |      |                   |                     |                        |                                    |                       |                           |
| Bankers Trust                       |             |             |      |                  |                  |                  |      | \$ 5,000,000.00   | \$ -                | \$ -                   | \$ 130,890.40                      | \$ 5,000,000.00       | \$ -                      |
| BMO                                 |             |             |      |                  |                  |                  |      | 7,000,000.00      | -                   | -                      | 246,341.62                         | 7,000,000.00          | -                         |
| Community Choice Credit Union       |             |             |      |                  |                  |                  |      | 5,000,000.00      | -                   | -                      | -                                  | -                     | 5,000,000.00              |
| Community State                     |             |             |      |                  |                  |                  |      | 5,000,000.00      | -                   | -                      | 286,778.07                         | 5,000,000.00          | -                         |
| Farmers State Bank                  |             |             |      |                  |                  |                  |      | 25,095,502.44     | -                   | -                      | 836,469.47                         | -                     | 25,095,502.44             |
| First Interstate Bank               |             |             |      |                  |                  |                  |      | -                 | -                   | -                      | -                                  | -                     | -                         |
| First National Bank                 |             |             |      |                  |                  |                  |      | -                 | -                   | -                      | -                                  | -                     | -                         |
| Great Southern Bank                 |             |             |      |                  |                  |                  |      | -                 | -                   | -                      | -                                  | -                     | -                         |
| Green State Credit Union            |             |             |      |                  |                  |                  |      | 13,000,000.00     | -                   | -                      | 155,357.64                         | 3,000,000.00          | 10,000,000.00             |
| IPAIT                               |             |             |      |                  |                  |                  |      | 88,228,076.41     | -                   | -                      | 1,340,857.05                       | 61,000,000.00         | 27,228,076.41             |
| Lincoln Savings Bank                |             |             |      |                  |                  |                  |      | 7,646,055.10      | -                   | -                      | 210,437.51                         | -                     | 7,646,055.10              |
| Northwest Bank                      |             |             |      |                  |                  |                  |      | 5,000,000.00      | -                   | -                      | -                                  | -                     | 5,000,000.00              |
| RBC Wealth Management               |             |             |      |                  |                  |                  |      | 32,840,541.65     | 23,564.99           | (338,975.87)           | 626,655.32                         | 14,783,529.69         | 17,718,036.09             |
| Robert W. Baird & Co.               |             |             |      |                  |                  |                  |      | 43,546,575.91     | 8,872.44            | (918,987.38)           | 673,002.38                         | 18,450,044.82         | 24,178,213.35             |
| South Story Bank & Trust            |             |             |      |                  |                  |                  |      | 5,000,000.00      | -                   | -                      | 117,329.18                         | 5,000,000.00          | -                         |
| Two Rivers Bank & Trust             |             |             |      |                  |                  |                  |      | 15,000,000.00     | -                   | -                      | 113,373.23                         | 5,000,000.00          | 10,000,000.00             |
| Veridian Credit Union               |             |             |      |                  |                  |                  |      | 5,000,000.00      | -                   | -                      | 281,550.60                         | 5,000,000.00          | -                         |
| Wells Fargo Bank                    |             |             |      |                  |                  |                  |      | -                 | -                   | -                      | -                                  | -                     | -                         |
| Total                               |             |             |      |                  |                  |                  |      | \$ 262,356,751.51 | \$ 32,437.43        | \$ (1,257,963.25)      | \$ 5,019,042.47                    | \$ 129,233,574.51     | \$ 131,865,883.39         |
| <b><u>Totals by Type</u></b>        |             |             |      |                  |                  |                  |      |                   |                     |                        |                                    |                       |                           |
| CD                                  |             |             |      |                  |                  |                  |      | \$ 72,500,000.00  | \$ -                | \$ -                   | \$ 1,543,611.74                    | \$ 38,000,000.00      | \$ 34,500,000.00          |
| Commercial paper                    |             |             |      |                  |                  |                  |      | 17,424,543.06     | -                   | -                      | 272,537.49                         | 7,727,462.51          | 9,697,080.55              |
| Money market                        |             |             |      |                  |                  |                  |      | 113,469,633.95    | -                   | -                      | 2,175,773.03                       | 58,000,000.00         | 55,469,633.95             |
| Federal security                    |             |             |      |                  |                  |                  |      | 10,000,000.00     | 12,687.50           | (192,475.65)           | 116,887.50                         | 4,996,050.00          | 4,811,474.35              |
| T-Bill                              |             |             |      |                  |                  |                  |      | 7,962,574.50      | -                   | (95,336.81)            | 37,425.50                          | 2,962,574.50          | 4,904,663.19              |
| T-Note                              |             |             |      |                  |                  |                  |      | 41,000,000.00     | 19,749.93           | (970,150.79)           | 872,807.21                         | 17,547,487.50         | 22,483,031.35             |
|                                     |             |             |      |                  |                  |                  |      | \$ 262,356,751.51 | \$ 32,437.43        | \$ (1,257,963.25)      | \$ 5,019,042.47                    | \$ 129,233,574.51     | \$ 131,865,883.39         |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to receive and file Building Permit Report for March 2025.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Enhance Quality of Life

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. March 2025 Building Permits Report

**City of Ankeny**  
**Building Permit Report**  
**Month of March 2025**

|                                      | Issued     |                     | Issued     |                     | Issued Calendar Year |                      |                    |                     | Issued Fiscal Year |                      |
|--------------------------------------|------------|---------------------|------------|---------------------|----------------------|----------------------|--------------------|---------------------|--------------------|----------------------|
|                                      | March-25   |                     | March-24   |                     | 1/1/2025-3/31/2025   |                      | 1/1/2024-3/31/2024 |                     | 7/1/2024-3/31/2025 |                      |
|                                      | Num        | Valuation           | Num        | Valuation           | Num                  | Valuation            | Num                | Valuation           | Num                | Valuation            |
| <b>RESIDENTIAL</b>                   |            |                     |            |                     |                      |                      |                    |                     |                    |                      |
| New Dwellings                        |            |                     |            |                     |                      |                      |                    |                     |                    |                      |
| New Single Family Detached           | 38         | \$14,640,312        | 50         | \$20,441,375        | 84                   | \$32,334,336         | 124                | \$47,977,403        | 229                | \$90,109,911         |
| New Single Family Attached/Duplex    | 56         | \$14,483,116        | 11         | \$3,035,989         | 151                  | \$38,525,240         | 23                 | \$6,379,339         | 334                | \$83,092,345         |
| New Multi - Family                   | 2          | \$52,023,750        | 0          | \$0                 | 3                    | \$54,673,750         | 0                  | \$0                 | 9                  | \$71,498,693         |
| <b>Total New Residential Permits</b> | <b>96</b>  | <b>\$81,147,178</b> | <b>61</b>  | <b>\$23,477,364</b> | <b>238</b>           | <b>\$125,533,326</b> | <b>147</b>         | <b>\$54,356,742</b> | <b>572</b>         | <b>\$244,700,949</b> |
| Additions/Alterations/Other (1)      | 53         | \$737,009           | 75         | \$680,104           | 125                  | \$2,032,038          | 125                | \$1,419,177         | 518                | \$6,774,019          |
| <b>Total New Dwelling Units</b>      | <b>468</b> |                     | <b>61</b>  |                     | <b>609</b>           |                      | <b>147</b>         |                     | <b>1109</b>        |                      |
|                                      |            |                     |            |                     |                      |                      |                    |                     |                    |                      |
| <b>NON-RESIDENTIAL</b>               |            |                     |            |                     |                      |                      |                    |                     |                    |                      |
| New Commercial                       | 0          | \$0                 | 2          | \$3,063,263         | 3                    | \$2,994,087          | 2                  | \$3,063,263         | 16                 | \$73,737,793         |
| COM Additions/Alterations/Other      | 3          | \$1,909,008         | 10         | \$11,460,251        | 16                   | \$3,763,508          | 23                 | \$20,640,968        | 65                 | \$21,135,220         |
| New Church                           | 0          | \$0                 | 0          | \$0                 | 0                    | \$0                  | 0                  | \$0                 | 0                  | \$0                  |
| CHR Additions/Alterations/Other      | 1          | \$3,498,950         | 0          | \$0                 | 2                    | \$3,540,950          | 0                  | \$0                 | 5                  | \$3,777,110          |
| New School                           | 0          | \$0                 | 0          | \$0                 | 0                    | \$0                  | 0                  | \$0                 | 0                  | \$0                  |
| SCH Additions/Alterations/Other      | 0          | \$0                 | 0          | \$0                 | 0                    | \$0                  | 0                  | \$0                 | 0                  | \$0                  |
| <b>Total Non Residential Permits</b> | <b>4</b>   | <b>\$5,407,958</b>  | <b>12</b>  | <b>\$14,523,514</b> | <b>21</b>            | <b>\$10,298,545</b>  | <b>25</b>          | <b>\$23,704,231</b> | <b>86</b>          | <b>\$98,650,123</b>  |
|                                      |            |                     |            |                     |                      |                      |                    |                     |                    |                      |
| MISC PERMITS (2)                     | 67         | \$47,521            | 85         | \$393,131           | 131                  | \$265,828            | 156                | \$530,036           | 507                | \$773,634            |
|                                      |            |                     |            |                     |                      |                      |                    |                     |                    |                      |
| <b>TOTALS</b>                        | <b>220</b> | <b>\$87,339,666</b> | <b>233</b> | <b>\$39,074,113</b> | <b>515</b>           | <b>\$138,129,737</b> | <b>453</b>         | <b>\$80,010,186</b> | <b>1683</b>        | <b>\$350,898,725</b> |

(1) includes permits issued for sheds, pools, garages, decks, porches, auxiliary structures

(2) includes permits issued for: driveway approach, signs, fences, other misc. non-residential

RSF includes attached & detached dwelling units; RDF includes duplexes; RMF includes apartments & stacked condo units

\* includes footing & foundation permits

The City Of Ankeny  
Building Permit Report (Monthly)  
3/1/2025 - 3/31/2025

| Type of Use            | Type of Work | Issue Date | Valuation | Permit Number | Street Address          | Applicant Name                  | Contractor Name                 |
|------------------------|--------------|------------|-----------|---------------|-------------------------|---------------------------------|---------------------------------|
| Single Family Detached | New Building | 3/3/2025   | \$525,641 | 25-0762-NEW   | 2306 NW 29th St         | Genesis Homes Inc               | Genesis Homes Of Iowa LLC       |
| Single Family Detached | New Building | 3/4/2025   | \$393,036 | 25-0092-NEW   | 110 NE Harvest Ridge Ln | Harvest Ridge Builders          | Harvester Ridge Builders LLC    |
| Single Family Detached | New Building | 3/4/2025   | \$392,870 | 25-0775-NEW   | 119 NE 64th Ln          | Harvest Ridge Builders          | Harvester Ridge Builders LLC    |
| Single Family Detached | New Building | 3/4/2025   | \$393,526 | 25-0779-NEW   | 115 NE 64th Ln          | Harvest Ridge Builders          | Harvester Ridge Builders LLC    |
| Single Family Detached | New Building | 3/6/2025   | \$295,756 | 25-0855-NEW   | 1656 NW Savannah Dr     | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/6/2025   | \$299,158 | 25-0869-NEW   | 1671 NW Savannah Dr     | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/6/2025   | \$304,838 | 25-0870-NEW   | 4211 NW 17th Ct         | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/6/2025   | \$290,299 | 25-0921-NEW   | 624 NE Oak Ridge Dr     | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/6/2025   | \$259,784 | 25-0922-NEW   | 702 NE Oak Ridge Dr     | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/11/2025  | \$811,101 | 25-1091-NEW   | 703 SW Magazine Rd      | MJ Properties                   | MJ Properties                   |
| Single Family Detached | New Building | 3/12/2025  | \$382,508 | 25-0773-NEW   | 243 NE Harvest Ridge Ln | Harvest Ridge Builders          | Harvester Ridge Builders LLC    |
| Single Family Detached | New Building | 3/12/2025  | \$515,542 | 25-0786-NEW   | 6336 NE Grant Ln        | Harvest Ridge Builders          | Harvester Ridge Builders LLC    |
| Single Family Detached | New Building | 3/13/2025  | \$304,626 | 24-6401-NEW   | 4205 NE 5th St          | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$317,464 | 25-0470-NEW   | 4416 NE 8th St          | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$365,665 | 25-0471-NEW   | 4404 NE 8th St          | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$325,043 | 25-0472-NEW   | 4316 NE 8th St          | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$365,665 | 25-0476-NEW   | 4408 NE 8th St          | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$331,283 | 25-0523-NEW   | 4412 NE 8th St          | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$569,299 | 25-0640-NEW   | 208 SW 18th St          | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Detached | New Building | 3/13/2025  | \$96,880  | 25-1063-NEW   | 3507 NW 27th St         | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/13/2025  | \$419,337 | 25-1143-NEW   | 1517 NW Jackson Dr      | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Detached | New Building | 3/13/2025  | \$353,749 | 25-1145-NEW   | 1203 NW Jackson Dr      | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Detached | New Building | 3/13/2025  | \$411,835 | 25-1148-NEW   | 4606 NW 13th St         | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Detached | New Building | 3/18/2025  | \$352,132 | 25-1317-NEW   | 1620 NW Jackson Dr      | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Detached | New Building | 3/18/2025  | \$510,448 | 25-1318-NEW   | 1511 NW Benjamin Dr     | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Detached | New Building | 3/19/2025  | \$369,146 | 25-0827-NEW   | 2519 NW Linwood Ct      | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/19/2025  | \$317,464 | 25-0828-NEW   | 2512 NW Linwood Ct      | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/19/2025  | \$323,002 | 25-0829-NEW   | 2520 NW Linwood Ct      | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/20/2025  | \$365,665 | 25-0830-NEW   | 2516 NW Linwood Ct      | Jerry's Homes Inc.              | Jerry's Homes Inc.              |
| Single Family Detached | New Building | 3/21/2025  | \$295,463 | 25-1088-NEW   | 3731 NE 6th St          | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/21/2025  | \$280,018 | 25-1122-NEW   | 1667 NW Savannah Dr     | Greenland Homes IA INC          | Greenland Homes IA INC          |
| Single Family Detached | New Building | 3/24/2025  | \$327,331 | 25-1006-NEW   | 1204 NW 27th St         | Happe Homes                     | Happe Homes                     |
| Single Family Detached | New Building | 3/25/2025  | \$358,369 | 24-6278-NEW   | 312 SW 17th St          | Hubbell Homes LC                | Hubbell Homes LC                |
| Single Family Detached | New Building | 3/27/2025  | \$442,964 | 25-1376-NEW   | 2310 NW 29th St         | Genesis Homes Inc               | Genesis Homes Of Iowa LLC       |
| Single Family Detached | New Building | 3/27/2025  | \$740,552 | 25-1417-NEW   | 1311 NE Tuscany Blvd    | MJ Properties                   | MJ Properties                   |
| Single Family Detached | New Building | 3/31/2025  | \$346,382 | 25-1237-NEW   | 1321 NW 27th St         | Happe Homes, LLP                | Happe Homes LLP                 |
| Single Family Detached | New Building | 3/31/2025  | \$361,373 | 25-1241-NEW   | 1322 NW 27th St         | Happe Homes                     | Happe Homes                     |
| Single Family Detached | New Building | 3/31/2025  | \$525,099 | 25-1440-NEW   | 1608 NW Jackson Dr      | Sage Homes Inc.                 | Sage Homes Inc                  |
| Single Family Attached | New Building | 3/3/2025   | \$159,748 | 25-0627-NEW   | 2107 NW Savannah Ln     | Benson Orth General Contractors | Benson Orth General Contractors |
| Single Family Attached | New Building | 3/3/2025   | \$159,748 | 25-0628-NEW   | 2111 NW Savannah Ln     | Benson Orth General Contractors | Benson Orth General Contractors |
| Single Family Attached | New Building | 3/3/2025   | \$159,748 | 25-0629-NEW   | 2115 NW Savannah Ln     | Benson Orth General Contractors | Benson Orth General Contractors |
| Single Family Attached | New Building | 3/3/2025   | \$159,748 | 25-0630-NEW   | 2119 NW Savannah Ln     | Benson Orth General Contractors | Benson Orth General Contractors |

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|-------------------------|---------------------|-----------|--------------------------|----------------------------|-----------------------------|--------------------------------|
| Single Family Attached  | New Building        | 3/25/2025 | \$274,029 25-0987-NEW    | 1439 NE 55th Ln            | DR Horton - Iowa LLC        | DR Horton - Iowa LLC           |
| Single Family Attached  | New Building        | 3/25/2025 | \$274,029 25-0988-NEW    | 1435 NE 55th Ln            | DR Horton - Iowa LLC        | DR Horton - Iowa LLC           |
| Single Family Attached  | New Building        | 3/25/2025 | \$274,029 25-0989-NEW    | 1431 NE 55th Ln            | DR Horton - Iowa LLC        | DR Horton - Iowa LLC           |
| Single Family Attached  | New Building        | 3/25/2025 | \$300,408 25-0991-NEW    | 1427 NE 55th Ln            | DR Horton - Iowa LLC        | DR Horton - Iowa LLC           |
| Multi-Family(180 units) | New Building        | 3/31/2025 | \$22,060,000 24-6096-NEW | 2820 NE 38th St            | JCorp Inc                   | JCorp Inc                      |
| Multi-Family(194 units) | New Building        | 3/31/2025 | \$29,963,750 25-0889-NEW | 1155 SW Prairie Trail Pkwy | JCorp Inc                   | JCorp Design Build             |
| Single Family Detached  | Building Alteration | 3/4/2025  | \$2,000 25-1000-ALT      | 604 NE Mission Ct          | Robert Faber                | Santos Construction            |
| Single Family Detached  | Building Alteration | 3/6/2025  | \$24,916 25-1001-ALT     | 4212 NW 17th Ct            | Greenland Homes IA INC      | Greenland Homes IA INC         |
| Single Family Detached  | Gazebo              | 3/10/2025 | \$6,440 25-1116-GAZ      | 1709 SW Oak St             | Haven Homes Design Build    | Haven Homes Design Build       |
| Duplex                  | Building Alteration | 3/11/2025 | \$3,000 25-1120-ALT      | 721 NE 6th St              | Toby Hughes                 | Toby Hughes                    |
| Duplex                  | Building Alteration | 3/11/2025 | \$3,000 25-1121-ALT      | 723 NE 6th St              | Toby Hughes                 | Toby Hughes                    |
| Single Family Detached  | Building Alteration | 3/11/2025 | \$3,000 25-1177-ALT      | 1402 NW Pebble Dr          | Toby Hughes                 | Toby Hughes                    |
| Single Family Detached  | Pergola             | 3/11/2025 | \$5,000 25-1190-PERG     | 315 SW 30th St             | Joe Anderson                | Joe Anderson                   |
| Single Family Detached  | Building Addition   | 3/12/2025 | \$40,931 25-1075-ADD     | 5214 NE Hillcrest Dr       | Alex Juergens               | Alex Juergens                  |
| Single Family Detached  | Building Addition   | 3/12/2025 | \$12,000 25-1193-ADD     | 2118 NW Applewood St       | P & P Electric              | P & P Electric                 |
| Single Family Detached  | Building Addition   | 3/14/2025 | \$37,276 25-1022-ADD     | 2602 SW Vineyard Ln        | Screenbuilders of Ankeny    | Screenbuilders of Ankeny       |
| Duplex                  | Building Alteration | 3/14/2025 | \$11,560 25-1300-ALT     | 1110 SE Sharon Dr          | FOUNDATION RECOVERY SYSTEMS | Groundworks Foundation Systems |
| Single Family Detached  | Solar               | 3/17/2025 | \$68,880 25-1275-SOL     | 2013 SE Oliver Ct          | Purelight Power             | Purelight Power                |
| Single Family Detached  | Solar               | 3/17/2025 | \$23,616 25-1284-SOL     | 2115 SW Cascade Falls Dr   | Purelight Power             | Purelight Power                |
| Single Family Detached  | Building Addition   | 3/19/2025 | \$25,845 25-1365-ADD     | 2817 NW Sharmin Dr         | My Contractor, LLC          | My Contractor, LLC             |
| Single Family Detached  | Pergola             | 3/19/2025 | \$700 25-1403-PERG       | 4915 NW 7th St             | Morgan L Masters            | Morgan L Masters               |
| Single Family Detached  | Building Addition   | 3/20/2025 | \$44,113 25-1373-ADD     | 4407 SW Driftwood Ct       | High Caliber Construction   | High Caliber Construction      |
| Single Family Detached  | Building Addition   | 3/21/2025 | \$99,614 24-5596-ADD     | 1106 NW Cedarwood Dr       | The Homelife Brothers       | The Homelife Brothers          |
| Single Family Detached  | Pergola             | 3/21/2025 | \$26,400 25-1404-PERG    | 1820 SW Franklin Dr        | Paramount Pergolas          | Paramount Pergolas             |
| Single Family Detached  | Building Addition   | 3/24/2025 | \$96,595 25-1139-ADD     | 4603 NW 2nd St             | 3 Sons Construction         | 3 Sons Construction            |
| Single Family Detached  | Porch               | 3/25/2025 | \$2,800 25-1114-PRCH     | 2411 SE 17th St            | Vishal Patel                | Ankeny Deck Specialist         |
| Single Family Detached  | Solar               | 3/25/2025 | \$25,830 25-1370-SOL     | 2762 SW 21st Cir           | Purelight Power             | Purelight Power                |
| Single Family Detached  | Solar               | 3/25/2025 | \$27,552 25-1398-SOL     | 2234 NW Ashland Pkwy       | Purelight Power             | Purelight Power                |
| Single Family Detached  | Solar               | 3/26/2025 | \$18,942 25-1507-SOL     | 3507 NW 19th St            | Purelight Power             | Purelight Power                |
| Single Family Detached  | Porch               | 3/27/2025 | \$5,120 25-1497-PRCH     | 214 SW Driftwood Dr        | D & D Woodwork LLC          | D & D Woodwork LLC             |
| Single Family Detached  | Building Alteration | 3/28/2025 | \$26,775 25-1582-ALT     | 410 NE Country Meadow Dr   | Catherine Christy           | Catherine Christy              |
| Single Family Detached  | Building Alteration | 3/30/2025 | \$25,704 25-1470-ALT     | 510 NE 55th St             | Shaun Brockhoff             | Shaun Brockhoff                |
| Single Family Detached  | Pergola             | 3/31/2025 | \$3,500 25-1113-PERG     | 2933 SW Meadow Ridge Dr    | Naylor Ross                 | Renomads LLC                   |
| Single Family Detached  | Shed                | 3/4/2025  | \$2,400 25-1020-SHD      | 2108 NE 16th St            | Cody E Bilyeu               | Cody E Bilyeu                  |
| Single Family Detached  | Shed                | 3/6/2025  | \$20,000 25-0541-SHD     | 2605 SW 3rd St             | Sleister Properties, LLC    | Sleister Properties, LLC       |
| Single Family Detached  | Shed                | 3/7/2025  | \$3,520 25-0999-SHD      | 3106 NE Avery Dr           | Jonathan Bishop             | Tuff Shed                      |
| Single Family Detached  | Shed                | 3/10/2025 | \$1,600 25-1149-SHD      | 4603 NE Michael Dr         | Tuff Shed                   | Tuff Shed                      |
| Single Family Detached  | Shed                | 3/17/2025 | \$5,760 25-1315-SHD      | 4007 SW Westwood St        | Steven Miller               | Steven Miller                  |
| Single Family Detached  | Shed                | 3/20/2025 | \$2,400 25-1429-SHD      | 3503 NW 27th St            | Tuff Shed                   | Tuff Shed                      |
| Single Family Detached  | Shed                | 3/21/2025 | \$1,200 25-1446-SHD      | 2414 NW 29th St            | Kimberly Nikkel             | Tuff Shed                      |
| Single Family Detached  | Shed                | 3/26/2025 | \$2,800 25-1475-SHD      | 1207 SW Springfield Dr     | Trent Jacobson              | Trent Jacobson                 |
| Single Family Detached  | Shed                | 3/26/2025 | \$1,500 25-1494-SHD      | 3147 SE Primrose Dr        | Mark A De Haan              | Mark A De Haan                 |
| Single Family Detached  | Shed                | 3/26/2025 | \$1,500 25-1496-SHD      | 3147 SE Primrose Dr        | Mark A De Haan              | Mark A De Haan                 |
| Single Family Detached  | Shed                | 3/28/2025 | \$2,400 25-1543-SHD      | 4714 NW 17th St            | John Weltzin                | John Weltzin                   |
| Single Family Detached  | Shed                | 3/31/2025 | \$2,400 25-1607-SHD      | 4814 NE Rio Dr             | Tuff Shed                   | Tuff Shed                      |

|                        |                     |           |                         |                              |                                  |                                  |
|------------------------|---------------------|-----------|-------------------------|------------------------------|----------------------------------|----------------------------------|
| Single Family Detached | Spa/Hot Tub         | 3/3/2025  | \$0 25-0992-SPA         | 1506 NW Boulder Point Pl     | Mike Givan                       | Mike Givan                       |
| Single Family Detached | Swimming Pool       | 3/18/2025 | \$0 25-1352-POOL        | 2705 NW Abilene Rd           | Juarez Excavating LLC            | Juarez Excavating LLC            |
| Single Family Detached | Swimming Pool       | 3/27/2025 | \$0 25-1424-POOL        | 2609 SE 19th Ct              | SpeckUSA                         | Speck USA                        |
| Single Family Detached | Deck                | 3/4/2025  | \$2,604 25-1002-DECK    | 604 NE Mission Ct            | Robert Faber                     | Santos Construction              |
| Single Family Attached | Deck                | 3/7/2025  | \$1,440 25-0926-DECK    | 814 NE Canterbury Dr         | Custom Decks LLC                 | Custom Decks, LLC                |
| Single Family Detached | Deck                | 3/10/2025 | \$1,008 25-1008-DECK    | 2611 NE Bellagio Dr          | DJ Doff                          | Des Moines Deck, LLC             |
| Single Family Detached | Deck                | 3/11/2025 | \$600 25-1176-DECK      | 115 SW Springfield Dr        | Dave Lockard                     | Concrete & More - Brian          |
| Single Family Detached | Deck                | 3/11/2025 | \$1,728 25-1189-DECK    | 505 SE Aster Ct              | Heather A Gift                   | Heather A Gift                   |
| Multi-Family           | Deck                | 3/13/2025 | \$1,728 25-1056-DECK    | 1102 SE Belmont Dr           | Custom Decks LLC                 | Custom Decks, LLC                |
| Multi-Family           | Deck                | 3/13/2025 | \$1,728 25-1060-DECK    | 1106 SE Belmont Dr           | Custom Decks LLC                 | Custom Decks, LLC                |
| Single Family Attached | Deck                | 3/20/2025 | \$3,024 25-1433-DECK    | 405 NW Winterberry St        | Mat Burrell                      | Mat Burrell                      |
| Single Family Detached | Deck                | 3/25/2025 | \$1,728 25-1459-DECK    | 2301 NW 29th St              | Genesis Homes Inc                | Genesis Homes Of Iowa LLC        |
| Single Family Detached | Deck                | 3/28/2025 | \$192 25-1610-DECK      | 4115 NW Linwood Dr           | Colin Concrete Enterprise        | Colin Concrete Enterprise        |
| Single Family Detached | Deck                | 3/31/2025 | \$2,640 25-1498-DECK    | 606 SW Cherry St             | Darrell Miller Construction      | Darrell Miller Construction      |
| Church                 | Building Addition   | 3/28/2025 | \$3,498,950 25-0406-ADD | 825 NW 36th St               | Estes Construction               | Estes Construction               |
| Retail                 | Building Alteration | 3/19/2025 | \$9,008 25-1003-ALT     | 510 SW 3rd St                | John Newhard                     | H & H Plumbing Inc.              |
| Manufacturing          | Building Alteration | 3/28/2025 | \$1,850,000 25-1181-ALT | 3210 SE Corporate Woods Dr   | OLP Construction LLC             | OLP Construction LLC             |
| Industrial             | Building Alteration | 3/28/2025 | \$50,000 25-1286-ALT    | 2510 SW White Birch Dr Ste 8 | M squared                        | Midwest Automatic Fire Sprinkler |
| Single Family Detached | Fence/Wall          | 3/5/2025  | \$0 25-1065-FNCE        | 1621 NW Benjamin Dr          | Central Iowa Contractor Services | Central Iowa Contractor Services |
| Single Family Detached | Fence/Wall          | 3/10/2025 | \$0 25-1046-FNCE        | 617 SE 10th St               | Spencer Elliot                   | Spencer Elliot                   |
| Single Family Detached | Fence/Wall          | 3/10/2025 | \$0 25-1047-FNCE        | 1610 SW Walnut St            | Spencer Elliot                   | Spencer Elliot                   |
| Single Family Detached | Fence/Wall          | 3/11/2025 | \$0 25-1140-FNCE        | 4206 NW Linwood Dr           | Bret Staples                     | Bret Staples                     |
| Single Family Detached | Fence/Wall          | 3/12/2025 | \$0 25-1201-FNCE        | 712 NW 31st St               | American Fence Company           | American Fence Co                |
| Single Family Detached | Fence/Wall          | 3/12/2025 | \$0 25-1254-FNCE        | 5513 NE Seneca Dr            | Bret Staples                     | Bret Staples                     |
| Single Family Detached | Fence/Wall          | 3/13/2025 | \$0 25-1239-FNCE        | 2411 SW 23rd St              | Des Moines Steel Fence Co        | Des Moines Steel Fence Co        |
| Single Family Detached | Fence/Wall          | 3/13/2025 | \$0 25-1240-FNCE        | 4720 NW 13th St              | Des Moines Steel Fence Co        | Des Moines Steel Fence Co        |
| Single Family Detached | Fence/Wall          | 3/13/2025 | \$0 25-1271-FNCE        | 4213 NE 6th St               | Phyllis Bailey                   | Thunder Fence Company            |
| Single Family Detached | Fence/Wall          | 3/17/2025 | \$0 25-1283-FNCE        | 2610 NW Pleasant St          | American Fence Company           | American Fence Co                |
| Single Family Detached | Fence/Wall          | 3/17/2025 | \$0 25-1310-FNCE        | 719 NE Deerfield Dr          | Bret Staples                     | Bret Staples                     |
| Single Family Detached | Fence/Wall          | 3/18/2025 | \$0 25-1345-FNCE        | 1607 SW Vintage Pkwy         | American Fence Company           | American Fence Co                |
| Single Family Detached | Fence/Wall          | 3/18/2025 | \$0 25-1347-FNCE        | 3212 NW 14th St              | American Fence Company           | American Fence Co                |
| Single Family Detached | Fence/Wall          | 3/18/2025 | \$0 25-1360-FNCE        | 2820 NW Greenwood St         | Bret Staples                     | Bret Staples                     |
| Single Family Detached | Fence/Wall          | 3/18/2025 | \$0 25-1366-FNCE        | 210 SW Cherry St             | Des Moines Steel Fence Co        | Des Moines Steel Fence Co        |
| Single Family Detached | Fence/Wall          | 3/18/2025 | \$0 25-1368-FNCE        | 2705 NW Abilene Rd           | Austin Quinn                     | Platinum Fence Company LLC       |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1178-FNCE        | 2503 NW Linwood Ct           | Thrive Fencing                   | Thrive Fencing                   |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1374-FNCE        | 2112 SW Woodside Ct          | Huber Fencing                    | Huber Fencing                    |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1396-FNCE        | 2513 NW 43rd St              | Halcyon Fencing                  | Halcyon Fencing                  |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1397-FNCE        | 407 NE 58th St               | Hannah Nguyen                    | Hannah Nguyen                    |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1399-FNCE        | 621 SW Cherry St             | Thrive Fencing                   | Thrive Fencing                   |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1400-FNCE        | 2316 NW 31st St              | Thrive Fencing                   | Thrive Fencing                   |
| Single Family Detached | Fence/Wall          | 3/19/2025 | \$0 25-1401-FNCE        | 4216 NE 8th St               | Thrive Fencing                   | Thrive Fencing                   |
| Hotel/Motel            | Fence/Wall          | 3/21/2025 | \$0 25-1266-FNCE        | 215 NE Delaware Ave          | Caselli Construction             | Caselli Construction             |

|                        |                |           |                        |                              |                                   |                                     |
|------------------------|----------------|-----------|------------------------|------------------------------|-----------------------------------|-------------------------------------|
| Single Family Detached | Fence/Wall     | 3/21/2025 | \$0 25-1426-FNCE       | 1406 NW Benjamin Dr          | American Fence Company            | American Fence Co                   |
| Single Family Detached | Fence/Wall     | 3/21/2025 | \$0 25-1427-FNCE       | 2810 NW Boulder Point Pl     | American Fence Company            | American Fence Co                   |
| Single Family Detached | Fence/Wall     | 3/22/2025 | \$0 25-1436-FNCE       | 726 NE Brook Haven Dr        | Mike Berst                        | Mike Berst                          |
| Single Family Detached | Fence/Wall     | 3/24/2025 | \$0 25-1441-FNCE       | 1120 NE Meadow Crossing Dr   | Central Iowa Fencing              | Central Iowa Fencing                |
| Single Family Detached | Fence/Wall     | 3/24/2025 | \$0 25-1451-FNCE       | 306 NE 12th Street Pl        | Halcyon Fencing                   | Halcyon Fencing                     |
| Single Family Detached | Fence/Wall     | 3/24/2025 | \$0 25-1452-FNCE       | 2207 SW Vintage Pkwy         | Watkins Jordan                    | Iowa Fence Inc                      |
| Single Family Detached | Fence/Wall     | 3/24/2025 | \$0 25-1480-FNCE       | 1103 NW Benjamin Dr          | Halcyon Fencing                   | Halcyon Fencing                     |
| Single Family Detached | Fence/Wall     | 3/26/2025 | \$0 25-1380-FNCE       | 618 NW Reinhart Dr           | Des Moines Steel Fence Co         | Des Moines Steel Fence Co           |
| Single Family Detached | Fence/Wall     | 3/26/2025 | \$0 25-1521-FNCE       | 3130 SE Cherry Blossom Dr    | American Fence Company            | American Fence Co                   |
| Single Family Detached | Fence/Wall     | 3/26/2025 | \$0 25-1555-FNCE       | 511 NW Orchard Dr            | Grace Fox                         | Grace Fox                           |
| Single Family Detached | Fence/Wall     | 3/27/2025 | \$0 25-1503-FNCE       | 2609 SE 19th Ct              | Des Moines Steel Fence Co         | Des Moines Steel Fence Co           |
| Single Family Detached | Fence/Wall     | 3/27/2025 | \$0 25-1545-FNCE       | 4120 NE 8th St               | Des Moines Steel Fence Co         | Des Moines Steel Fence Co           |
| Single Family Detached | Fence/Wall     | 3/27/2025 | \$0 25-1569-FNCE       | 3306 NW Westwood St          | Superior Fence & Rail             | Superior Fence & Rail of Central IA |
| Single Family Detached | Fence/Wall     | 3/27/2025 | \$0 25-1584-FNCE       | 712 NE 40th Ct               | Amy S Stoermer                    | Amy S Stoermer                      |
| Single Family Detached | Fence/Wall     | 3/27/2025 | \$0 25-1598-FNCE       | 3141 NW 27th Cir             | American Fence Company            | American Fence Co                   |
| Single Family Detached | Fence/Wall     | 3/28/2025 | \$0 25-1604-FNCE       | 906 SE 9th St                | Kathleen Chandler Ernst           | Kathleen Chandler Ernst             |
| Single Family Detached | Fence/Wall     | 3/29/2025 | \$0 25-1586-FNCE       | 1424 NW 29th St              | Bret Staples                      | Bret Staples                        |
| Single Family Detached | Fence/Wall     | 3/30/2025 | \$0 25-1388-FNCE       | 4119 NE 3rd St               | Clanton Creek Fence               | Clanton Creek Fence and Gate        |
| Single Family Detached | Fence/Wall     | 3/31/2025 | \$0 25-1594-FNCE       | 1001 NE Fountain View Dr     | Paradise Pools of Iowa            | Paradise Pools of Iowa              |
| Single Family Detached | Fence/Wall     | 3/31/2025 | \$0 25-1595-FNCE       | 411 SW 18th St               | Paradise Pools of Iowa            | Paradise Pools of Iowa              |
| Retail                 | Sign           | 3/3/2025  | \$2,850 25-0661-SIGNP  | 1802 SE Delaware Ave Ste 114 | Chesnut Signs                     | Chesnut Signs                       |
| Retail                 | Sign           | 3/3/2025  | \$1,400 25-0753-SIGNP  | 375 SE Oralabor Rd           | Signarama Ankeny and YESCO DM     | Signarama Ankeny and YESCO DM       |
| Church                 | Sign           | 3/3/2025  | \$3,712 25-0820-SIGNP  | 118 NW Linden St             | NAGLE/EAGLE SIGN CO               | NAGLE/EAGLE SIGN CO                 |
| Church                 | Sign           | 3/3/2025  | \$4,659 25-0821-SIGNP  | 118 NW Linden St             | NAGLE/EAGLE SIGN CO               | NAGLE/EAGLE SIGN CO                 |
| Retail                 | Sign           | 3/6/2025  | \$1,500 25-0826-SIGNP  | 123 N Ankeny Blvd            | Wilfredo Melgar                   | iSigns First LLC                    |
| Retail                 | Sign           | 3/6/2025  | \$1,000 25-1053-SIGNP  | 2325 SE Delaware Ave Ste 100 | CR Signs & Lighting Inc           | CR Signs & Lighting Inc             |
| Retail                 | Sign           | 3/6/2025  | \$1,000 25-1057-SIGNP  | 2325 SE Delaware Ave Ste 100 | CR Signs & Lighting Inc           | CR Signs & Lighting Inc             |
| Retail                 | Sign           | 3/6/2025  | \$1,000 25-1058-SIGNP  | 2325 SE Delaware Ave Ste 100 | CR Signs & Lighting Inc           | CR Signs & Lighting Inc             |
| Retail                 | Sign           | 3/6/2025  | \$500 25-1059-SIGNP    | 2325 SE Delaware Ave Ste 100 | CR Signs & Lighting Inc           | CR Signs & Lighting Inc             |
| Restaurant             | Sign           | 3/17/2025 | \$6,000 25-1026-SIGNP  | 1535 SW Market St Ste 100    | Dan Blum - 30 Hop                 | Tri-City Sign Company               |
| Restaurant             | Sign           | 3/17/2025 | \$20,000 25-1028-SIGNP | 1535 SW Market St Ste 100    | Dan Blum - 30 Hop                 | Tri City Sign                       |
| Restaurant             | Sign           | 3/17/2025 | \$3,900 25-1030-SIGNP  | 1535 SW Market St Ste 100    | Dan Blum - 30 Hop                 | Tri City Sign                       |
| Church                 | Temporary Sign | 3/3/2025  | \$0 25-0857-SIGNT      | 825 NW 36th St               | Prairie Ridge Church              | Prairie Ridge Church                |
| Church                 | Temporary Sign | 3/13/2025 | \$0 25-1263-SIGNT      | 510 E 1st St                 | Dwight G Whitlatch                | Dwight G Whitlatch                  |
| Retail                 | Canopy/Tent    | 3/14/2025 | \$0 25-1294-TENT       | 2510 SW State St             | David Cole                        | David Cole                          |
| Retail                 | Canopy/Tent    | 3/31/2025 | \$0 25-1630-TENT       | 410 N Ankeny Blvd            | Letisha Murray                    | Letisha Murray                      |
| Single Family Detached | Drive Approach | 3/7/2025  | \$0 25-0847-RSTRM      | 1906 SW Prairie Trail Pkwy   | Iowa Contracting Inc              | Iowa Contracting Inc                |
| Single Family Detached | Drive Approach | 3/7/2025  | \$0 25-1109-RSTRM      | 2211 SW Ridgeway Ct          | HS Concrete Inc                   | HS Concrete Inc                     |
| Single Family Detached | Drive Approach | 3/20/2025 | \$0 25-1416-RSTRM      | 1001 NW State St             | JCV Construction, Inc             | JCV Construction, Inc               |
| Single Family Detached | Sidewalk       | 3/7/2025  | \$0 25-1110-RSWRP      | 2211 SW Ridgeway Ct          | HS Concrete Inc                   | HS Concrete Inc                     |
| Single Family Detached | Sidewalk       | 3/10/2025 | \$0 25-1150-RSWRP      | 521 SW Cherry St             | Schaal Plumbing, Heating and Cool | Schaal Plumbing, Heating and Cool   |
| Single Family Detached | Sidewalk       | 3/26/2025 | \$0 25-1506-RSWRP      | 3005 SW Glenbrooke Blvd      | HS Concrete Inc                   | HS Concrete Inc                     |
| Other                  | Fuel Tanks     | 3/4/2025  | \$0 24-3408-FUEL       | 1 SE Convenience Blvd        | Seneca Companies                  | Seneca Companies                    |





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to receive and file the Utility Billing Report for March 2025.

ORIGINATING DEPARTMENT

Finance

COUNCIL GOAL

Exercise Financial Discipline

ACTION REQUESTED

Motion

LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Utility Billing Report FY25

City of Ankeny  
To the Mayor and City Council  
Utility Billing Report

| Month                | Customers Billed | Billed Consumption (Gallons) | Water Billings | Revenue / 1000 Gal | Water Svc. Avail. | # W.A. Chg. | Total Tax    | Misc. Charges | Sewer Billings | Sewer Svc. Avail. | # S.A. Chg. | Storm Water Billings | Total Monthly Billings |
|----------------------|------------------|------------------------------|----------------|--------------------|-------------------|-------------|--------------|---------------|----------------|-------------------|-------------|----------------------|------------------------|
| July                 | 30,222           | 224,735,097                  | \$ 1,630,322   | \$ 7.25            | \$ 338,826        | 27,884      | \$ 141,015   | \$ 15,503     | \$ 850,795     | \$ 560,672        | 27,333      | \$ 350,483           | \$ 3,746,602           |
| August               | 30,355           | 255,370,075                  | \$ 1,802,975   | \$ 7.06            | \$ 339,748        | 27,971      | \$ 155,241   | \$ 15,550     | \$ 974,283     | \$ 562,234        | 27,418      | \$ 351,822           | \$ 4,046,611           |
| September            | 30,226           | 241,307,728                  | \$ 1,833,426   | \$ 7.60            | \$ 340,013        | 27,993      | \$ 148,139   | \$ 15,563     | \$ 832,100     | \$ 562,702        | 27,440      | \$ 352,331           | \$ 3,936,136           |
| October              | 30,284           | 228,540,596                  | \$ 1,669,823   | \$ 7.31            | \$ 340,206        | 28,033      | \$ 142,722   | \$ 15,591     | \$ 866,471     | \$ 563,588        | 27,489      | \$ 352,789           | \$ 3,808,468           |
| November             | 30,347           | 169,223,193                  | \$ 1,249,780   | \$ 7.39            | \$ 339,441        | 28,068      | \$ 117,614   | \$ 15,636     | \$ 866,748     | \$ 565,267        | 27,568      | \$ 354,131           | \$ 3,391,003           |
| December             | 30,271           | 128,045,426                  | \$ 932,087     | \$ 7.28            | \$ 339,297        | 28,085      | \$ 98,900    | \$ 15,655     | \$ 797,159     | \$ 565,670        | 27,595      | \$ 354,979           | \$ 3,004,848           |
| January              | 30,229           | 128,558,197                  | \$ 941,233     | \$ 7.32            | \$ 339,180        | 28,096      | \$ 99,421    | \$ 15,660     | \$ 806,570     | \$ 566,001        | 27,613      | \$ 355,350           | \$ 3,023,994           |
| February             | 30,290           | 141,745,405                  | \$ 1,045,821   | \$ 7.38            | \$ 339,651        | 28,129      | \$ 106,348   | \$ 15,681     | \$ 889,989     | \$ 566,747        | 27,645      | \$ 355,965           | \$ 3,213,854           |
| March                | 30,371           | 124,758,688                  | \$ 914,923     | \$ 7.33            | \$ 339,885        | 28,150      | \$ 96,983    | \$ 15,695     | \$ 759,542     | \$ 567,194        | 27,666      | \$ 356,179           | \$ 2,953,418           |
| April                |                  |                              |                |                    |                   |             |              |               |                |                   |             |                      |                        |
| May                  |                  |                              |                |                    |                   |             |              |               |                |                   |             |                      |                        |
| June                 |                  |                              |                |                    |                   |             |              |               |                |                   |             |                      |                        |
| <b>FY Total</b>      | 272,595          | 1,642,284,405                | \$ 12,020,392  | \$ 65.92           | \$ 3,056,247      | 252,409     | \$ 1,106,384 | \$ 140,534    | \$ 7,643,658   | \$ 5,080,076      | 247,767     | \$ 3,184,028         | \$ 31,124,934          |
| <b>FY 25 Average</b> | 30,288           | 182,476,045                  | \$ 1,335,599   | \$ 7.32            | \$ 339,583        | 28,045      | \$ 122,932   | \$ 15,615     | \$ 849,295     | \$ 564,453        | 27,530      | \$ 353,781           | \$ 3,458,326           |
| <b>FY 24 Average</b> | 29,518           | 184,849,235                  | \$ 1,277,823   | \$ 6.90            | \$ 322,576        | 27,466      | \$ 117,868   | \$ 15,297     | \$ 814,787     | \$ 551,982        | 26,961      | \$ 294,717           | \$ 3,277,182           |
| <b>FY 23 Average</b> | 28,338           | 188,099,141                  | \$ 1,183,291   | \$ 6.32            | \$ 299,367        | 26,581      | \$ 110,645   | \$ 14,818     | \$ 821,186     | \$ 533,485        | 26,102      | \$ 284,256           | \$ 3,136,403           |
| <b>FY 22 Average</b> | 27,012           | 173,720,262                  | \$ 1,039,721   | \$ 5.96            | \$ 279,636        | 25,615      | \$ 100,602   | \$ 14,280     | \$ 839,667     | \$ 531,081        | 25,155      | \$ 270,547           | \$ 2,974,932           |
| <b>FY 21 Average</b> | 25,514           | 175,191,103                  | \$ 1,004,651   | \$ 5.65            | \$ 261,517        | 24,564      | \$ 97,325    | \$ 13,675     | \$ 893,718     | \$ 543,516        | 24,102      | \$ 255,531           | \$ 2,972,609           |
| <b>FY 20 Average</b> | 24,069           | 148,457,846                  | \$ 790,912     | \$ 5.23            | \$ 248,219        | 23,477      | \$ 81,443    | \$ 13,067     | \$ 790,209     | \$ 519,384        | 23,018      | \$ 198,220           | \$ 2,560,012           |
| <b>FY 19 Average</b> | 23,157           | 141,721,265                  | \$ 703,451     | \$ 4.89            | \$ 239,513        | 22,642      | \$ 76,042    | \$ 12,604     | \$ 765,640     | \$ 500,957        | 22,194      | \$ 191,607           | \$ 2,413,772           |
| <b>FY 18 Average</b> | 22,199           | 148,299,683                  | \$ 717,639     | \$ 4.75            | \$ 229,309        | 21,696      | \$ 74,396    | \$ 12,079     | \$ 732,055     | \$ 479,581        | 21,257      | \$ 168,141           | \$ 2,338,804           |
| <b>FY 17 Average</b> | 21,118           | 130,754,905                  | \$ 573,655     | \$ 4.34            | \$ 203,156        | 20,629      | \$ 63,715    | \$ 11,495     | \$ 715,618     | \$ 454,144        | 20,208      | \$ 160,807           | \$ 2,118,875           |
| <b>FY 16 Average</b> | 20,144           | 122,786,371                  | \$ 498,547     | \$ 4.03            | \$ 181,657        | 19,695      | \$ 57,931    | \$ 10,977     | \$ 700,667     | \$ 432,333        | 19,276      | \$ 154,242           | \$ 1,978,423           |
| <b>FY 15 Average</b> | 19,002           | 114,382,217                  | \$ 448,375     | \$ 3.89            | \$ 165,892        | 18,592      | \$ 52,152    | \$ 9,481      | \$ 621,465     | \$ 381,931        | 18,171      | \$ 146,989           | \$ 1,774,134           |
| <b>FY 14 Average</b> | 18,188           | 130,473,575                  | \$ 524,615     | \$ 3.93            | \$ 157,676        | 17,824      | \$ 54,495    | \$ 9,082      | \$ 575,219     | \$ 347,744        | 17,409      | \$ 141,544           | \$ 1,755,881           |
| <b>FY 13 Average</b> | 17,461           | 127,259,667                  | \$ 498,872     | \$ 3.84            | \$ 147,519        | 17,146      | \$ 49,939    | \$ 8,749      | \$ 516,957     | \$ 308,223        | 16,745      | \$ 96,329            | \$ 1,576,649           |
| <b>FY 12 Average</b> | 16,898           | 119,790,894                  | \$ 443,102     | \$ 3.64            | \$ 135,767        | 16,620      | \$ 44,904    | \$ 8,477      | \$ 459,863     | \$ 271,187        | 16,213      | \$ 93,307            | \$ 1,411,702           |
| <b>FY 11 Average</b> | 16,415           | 105,824,267                  | \$ 343,916     | \$ 3.24            | \$ 118,519        | 16,175      | \$ 36,560    | \$ 7,621      | \$ 427,041     | \$ 247,677        | 15,724      | \$ 90,746            | \$ 1,235,520           |
| <b>FY 10 Average</b> | 15,932           | 109,564,150                  | \$ 325,559     | \$ 2.94            | \$ 104,065        | 15,673      | \$ 32,792    | \$ 7,243      | \$ 375,098     | \$ 210,202        | 15,216      | \$ 88,351            | \$ 1,110,519           |
| <b>FY 09 Average</b> | 15,325           | 109,776,358                  | \$ 316,943     | \$ 2.84            | \$ 96,801         | 15,261      | \$ 30,993    | \$ 7,060      | \$ 350,002     | \$ 195,507        | 14,806      | \$ -                 | \$ 966,313             |
| <b>FY 08 Average</b> | 14,934           | 112,497,657                  | \$ 326,578     | \$ 2.86            | \$ 90,607         | 14,742      | \$ 28,423    | \$ 12,328     | \$ 309,562     | \$ 163,141        | 14,274      | \$ -                 | \$ 930,639             |
| <b>FY 07 Average</b> | 14,345           | 111,387,042                  | \$ 310,964     | \$ 2.74            | \$ 83,528         | 14,099      | \$ 26,133    | \$ 10,755     | \$ 257,067     | \$ 137,350        | 13,634      | \$ -                 | \$ 825,795             |
| <b>FY 06 Average</b> | 13,420           | 108,202,296                  | \$ 291,748     | \$ 2.66            | \$ 73,332         | 13,109      | \$ 23,924    | \$ 9,694      | \$ 233,797     | \$ 109,441        | 12,668      | \$ -                 | \$ 741,937             |
| <b>FY 05 Average</b> | 12,259           | 99,314,970                   | \$ 220,166     | \$ 2.24            | \$ 63,148         | 14,096      | \$ 18,767    | \$ 7,304      | \$ 209,495     | \$ 80,757         | 13,687      | \$ -                 | \$ 599,637             |
| <b>FY 04 Average</b> | 11,160           | 106,031,112                  | \$ 223,285     | \$ 2.10            | \$ 57,886         | 13,782      | \$ 17,891    | \$ 4,312      | \$ 189,435     | \$ 70,582         | 13,393      | \$ -                 | \$ 563,392             |
| <b>FY 03 Average</b> | 10,241           | 90,622,843                   | \$ 190,558     | \$ 2.09            | \$ 54,239         | 12,914      | \$ 15,965    | \$ 2,836      | \$ 179,169     | \$ 66,118         | 12,546      | \$ -                 | \$ 508,886             |
| <b>FY 02 Average</b> | 9,538            | 86,506,417                   | \$ 179,109     | \$ 2.06            | \$ 51,377         | 12,233      | \$ 15,237    | \$ 2,865      | \$ 175,727     | \$ 62,666         | 11,891      | \$ -                 | \$ 486,982             |
| <b>FY 01 Average</b> | 8,968            | 75,203,817                   | \$ 161,137     | \$ 2.13            | \$ 49,015         | 11,670      | \$ 14,113    | \$ 2,386      | \$ 169,540     | \$ 59,883         | 11,363      | \$ -                 | \$ 456,075             |
| <b>FY 00 Average</b> | 8,943            | 76,589,060                   | \$ 161,036     | \$ 2.10            | \$ 46,920         | 11,171      | \$ 11,686    | \$ 2,411      | \$ 163,674     | \$ 57,273         | 10,868      | \$ -                 | \$ 442,999             |
| <b>FY 99 Average</b> | 8,402            | 66,329,874                   | \$ 137,536     | \$ 2.07            | \$ 44,676         | 10,637      | \$ 10,510    | \$ 2,168      | \$ 156,069     | \$ 55,530         | 10,537      | \$ -                 | \$ 406,489             |
| <b>FY 98 Average</b> | 8,014            | 63,130,217                   | \$ 135,586     | \$ 2.15            | \$ 42,754         | 10,180      | \$ 10,520    | \$ 2,445      | \$ 153,575     | \$ 52,226         | 9,910       | \$ -                 | \$ 396,835             |
| <b>FY 97 Average</b> | 7,631            | 62,277,745                   | \$ 130,853     | \$ 2.10            | \$ 41,003         | 9,763       | \$ 9,892     | \$ 2,373      | \$ 146,976     | \$ 50,743         | 9,629       | \$ -                 | \$ 381,841             |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Change Order #1 increasing the contract amount by \$3,930.00 to Alpha Landscapes, for construction services on the N Ankeny Blvd and 18th Street Intersection Improvements project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Alpha Landscapes - CO #1



## CHANGE ORDER FORM



**Project Title:** N Ankeny Boulevard and 18th Street Intersection Improvements  
**Contractor:** Alpha Landscapes  
**Address:** 31273 510th Ave, Slater, IA  
**Finance Budget Code:** 913.3913.4405 **Finance Project #** 913.4405  
**Vendor Project or Invoice #:** N/A **PO #** N/A  
**Original Contract Date:** August 7th, 2023 **Vendor #** 11844

Change Order Number: 1

Change Order Date: April 21, 2025

Purpose of Change Order:

Install three augured holes filled with crushed stone to promote infiltration in the northwest planter bed at the N Ankeny Blvd/N 18th St. intersection. Replace 15 perennials that died due to saturated soils.

Details of Change Order:

| ITEM # | DESCRIPTION                                 | UNITS | QUANTITY CHANGE | UNIT PRICE  | EXTENDED PRICE |
|--------|---------------------------------------------|-------|-----------------|-------------|----------------|
| 1      | Augur Holes with Rock                       | LS    | 1               | \$ 3,600.00 | \$ 3,600.00    |
| 2      | Perennials, 1 Gallon Container, w/ Warranty | EA    | 15              | \$ 22.00    | \$ 330.00      |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |
|        |                                             |       |                 |             | \$ -           |

Change Order Number: 1 makes the following adjustments to the Contract: **\$ 3,930.00**

Contractor Accepted: Alpha Landscapes

Signature: [Signature] Date: 4/2/25  
Firm Name

Engineer Approved: Snyder & Associates

Signature: [Signature] Date: 3/31/25  
Firm Name  
*reviewed by Matt 4/3/25*

Owner Accepted: City of Ankeny

Signature: \_\_\_\_\_ Title: Mayor  
 Date: \_\_\_\_\_

Attest for Owner:

Signature: \_\_\_\_\_ Title: City Clerk  
 Date: \_\_\_\_\_

### Record of Change Orders

| #                        | Date                  | Amount       |
|--------------------------|-----------------------|--------------|
| Original Contract Amount |                       | \$ 69,693.00 |
| 1                        | <u>April 21, 2025</u> | \$ 3,930.00  |
| 2                        |                       |              |
| 3                        |                       |              |
| 4                        |                       |              |
| 5                        |                       |              |
| 6                        |                       |              |
| 7                        |                       |              |
| 8                        |                       |              |
| 9                        |                       |              |
| 10                       |                       |              |
| 11                       |                       |              |
| 12                       |                       |              |
| 13                       |                       |              |
| 14                       |                       |              |
| 15                       |                       |              |

Revised Contract Amount **\$ 73,623.00**

Date Printed: 3/27/2025

March 27, 2025

Leslie Hart, P.E.  
City of Ankeny  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50023

RE: N ANKENY BOULEVARD AND 18<sup>TH</sup> STREET INTERSECTION IMPROVEMENTS  
CHANGE ORDER NO. 1

Dear Ms. Hart:

Alpha Landscapes completed the installation of the plant material on May 24, 2024, and the irrigation system in July of 2024 for the above-referenced project. A punch-list of items was issued on June 26, 2024, with subsequent follow-ups with Alpha on the completion of the punch-list work, including completion of the irrigation system. In July, it was observed that some of the plants were struggling in the northwest planter area due to overly wet soil conditions. Snyder & Associates conducted a site review and issued a follow-up to the punch-list, including comments about investigating the irrigation system for leaks. Alpha confirmed the irrigation system was turned off in early August. Upon subsequent reviews in August and September, the soil condition continued to be wet, despite no rainfall nor irrigation function during the time period. Another review was conducted on October 2, and we measured moisture in the top 6"-12" of the soil and determined that a portion of the planter (the south and southwest area) was indicating higher readings, despite continued lack of rain. We were not able to identify any sources of water saturation, and suspect subsurface migration of water from the heavy rains in the spring of 2024, coupled with some compaction of soils lower than the planter during the street work, were contributing factors to the slow-draining bed.

A number of possible solutions were discussed, as outlined on the attached email to the team dated October 4, 2024. Based on this review, Snyder & Associates recommended auguring 3 vertical holes 4'-6' deep by 8" in diameter and backfilling these holes with a clean granular stone. This method will provide a penetration through any layer of compacted soils within the top 18"-24" and provides a route for surface water to penetrate into the soil.

Snyder & Associates prepared an exhibit showing the location for these augurs based on the utilities in the planter area and proximity to the traffic pole. The utilities will need to be located, and care will need to be taken when auguring these holes. We can provide a construction representative at the site while the augured holes are being installed, or the City may wish to have someone on-site during this work. Alpha has sent over a quote for \$3,600 for the augured holes, plus \$22 per perennial that needs to be replaced due to the saturated soil condition (Snyder & Associates determined 15 perennials would need to be replaced), resulting in a \$3,930 change order to the project.



City of Ankeny  
March 27, 2025  
Page 2 of 2

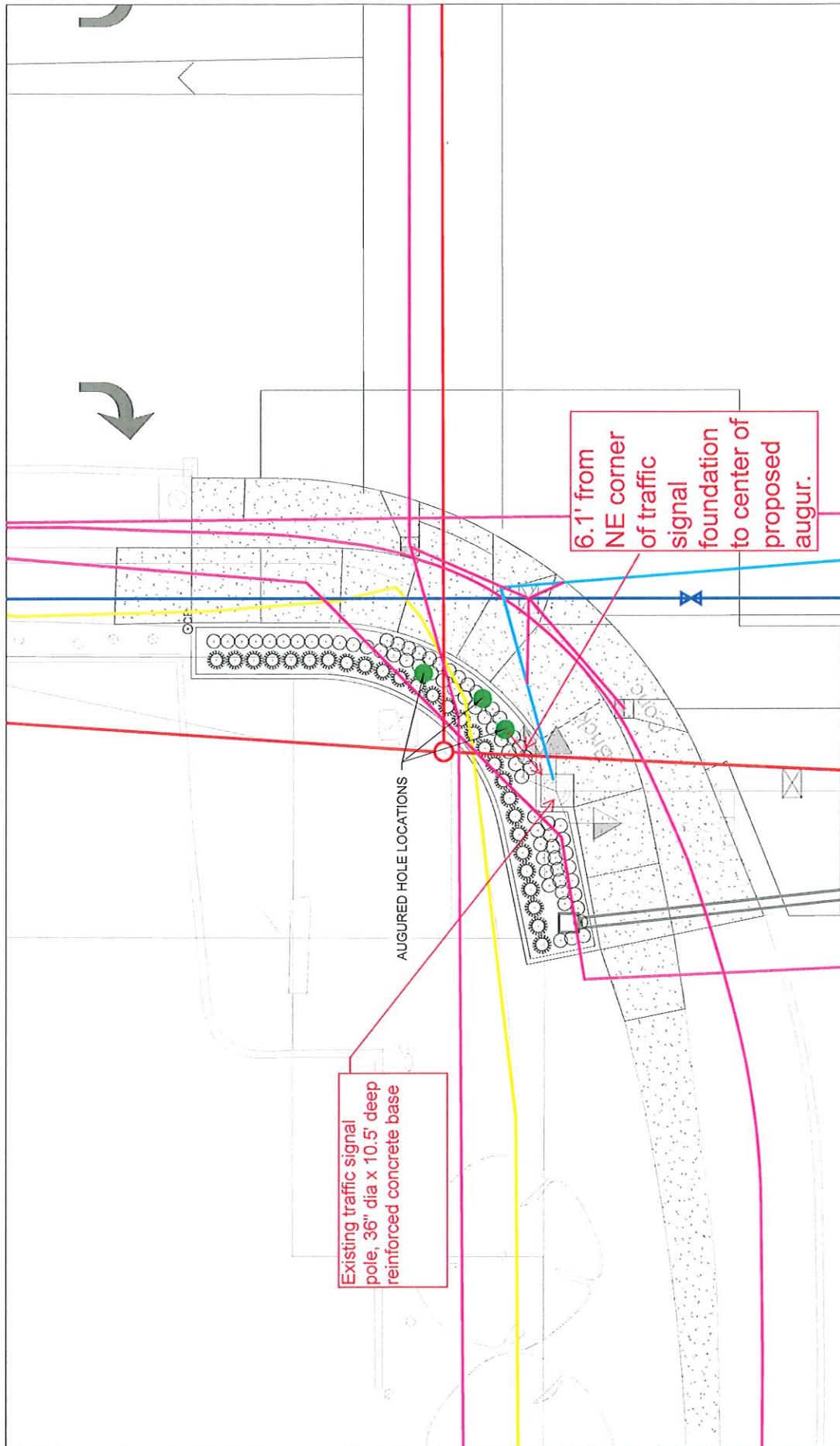
Please review the above recommendation and feel free to contact me with any questions. Please see the attached change order for the requested amount (\$3,930. Upon approval, this work can be conducted in as soon as possible before the irrigation system needs to be turned on so we can observe the effectiveness of the augured holes.

Sincerely,

SNYDER & ASSOCIATES, INC.

Tim West, PLA  
Project Manager

cc: Jordan Stoermer, P.E., Snyder & Associates, Inc.



NW PLANTER BED  
DRAIN LOCATIONS

NORTH ANKENY BOULEVARD & 18TH  
STREET : LANDSCAPE IMPROVEMENTS

ANKENY IOWA | 11/25/2024







ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Amendment No. 1 to the Professional Services Agreement increasing the contract amount by \$244,453.89 with Olsson, Inc. for construction services on the Fiber Optic Network Upgrade.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade essential infrastructure

ACTION REQUESTED

Motion

LEGAL

EXECUTIVE SUMMARY

The Fiber Optic Network Upgrade includes fiber optic cable, conduit, handholes, and equipment installation and modifications to implement the master fiber optic redundancy needed for both the traffic signal communication network utilized by the Public Works Department and the overall City operations network managed by the Information Technology (IT) Department. The project will place fiber optic cable to implement efficient path-diverse fiber optic rings for primary and secondary communications between traffic signals and between City facilities.

The project includes installing approximately 180,000 LF of single-mode fiber optic cable and 24,500 LF HDPE conduit, with approximately 34 handholes, 3,600 fiber optic cable splices/terminations, and 30 new splice enclosures/cases. Other improvements include removal of outdated equipment, handholes, or hub cabinets, and installation of tracer wires, locate terminals/test stations, and new fiber optic equipment, temporary traffic control, mobilization, site restoration and miscellaneous associated work necessary to complete the project.

Construction began on April 1, 2025 and is to be completed no later than December 2026, approximately 21 months' duration with no winter shutdown. Eight construction stages are identified throughout the nearly 50-mile-long system. Critical work on splicing and terminating the new cables will continue throughout the two-year construction as needed for effective and efficient completion of the network.

The Fiber Optic Network Upgrade is a unique project, in scope, duration, technology and long-term benefit to

the City. The Public Works Department recommends Olsson, Inc. for construction engineering services related to this project. Olsson is intimately knowledgeable of the City's fiber optic infrastructure and communication needs, and brings the technical expertise necessary for this important project. The proposed scope of construction services reflects this expertise, and Olsson staff will serve as an extension of the City's staff during the most critical periods of completing the network. Traffic Engineering Division staff are taking the lead for construction observation and coordination with the contractor during conduit and handhole construction work. One member of the Division is currently away on military deployment, but is expected to return by early 2026.

Tasks included in the proposed scope are:

- Construction Administration & Coordination: Pre-construction Support, Review Project Submittals
- Survey Services: Layout, As-Built Survey
- Construction Inspection: Part-time Inspection, OTDR Review and Evaluation
- As-built Record Drawings & GIS Updates

The not-to-exceed fee for construction engineering services is \$244,453.89. It is noted that Olsson completed the design services in the original professional services agreement (PSA) for less than the approved not-to-exceed amount, \$423,644.46. To maintain the project schedule, the City requested Olsson to perform some pre-construction tasks, such as the pre-construction meeting and review of material submittals, and authorized use of \$24,464.91 in excess design fees for this purpose. With the proposed amendment, the total value of the PSA will be \$668,098.35.

#### CITY MANAGER/STAFF RECOMMENDATIONS:

Approve Amendment No. 1 to the Professional Services Agreement increasing the contract amount by \$244,453.89 with Olsson, Inc. for construction services on the Fiber Optic Network Upgrade.

#### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

April 3, 2023: City Council approved the Professional Services Agreement with Olsson, Inc. for Preliminary Design, Final Design, and Bid Services for the Fiber Optic Network Upgrade.

December 2, 2024: City Council awarded the construction contract for Fiber Optic Network Upgrade to Van Maanen Electric, Inc.

#### FISCAL IMPACT

The project is included in the City's 2025 - 2029 Capital Improvement Program.

#### PUBLIC OUTREACH EFFORTS

#### ACTION REQUESTED

#### ATTACHMENTS

1. Amendment #1
2. Person-Hours & Fee Estimate and Expense Estimates
3. Location Map



## **LETTER AGREEMENT AMENDMENT #1**

Date: April 21, 2025

This AMENDMENT ("Amendment") shall amend and become a part of the Letter Agreement for Professional Services dated April 3, 2023 between the City of Ankeny, Iowa ("City") and Olsson, Inc. ("Olsson") providing for professional services for the following Project (the "Agreement"):

### **PROJECT DESCRIPTION AND LOCATION**

Project is located at: The City of Ankeny, Iowa

Project Description: Ankeny Fiber Optic Network Upgrade  
Construction Administration and Inspection

### **SCOPE OF SERVICES**

The City and Olsson hereby agree that Olsson's Scope of Services under the Agreement is amended by adding the services specifically described below for the additional compensation set forth below:

#### **Phase 500 – Construction Administration and Coordination**

Olsson will provide technical and administrative support to the City during the construction phase of the Fiber Optic Network Upgrade project, assisting with coordination, documentation, and oversight of the Contractor's construction timeline, anticipated to span from March 2025 to December 2026. Olsson's Consultant Project Manager (CPM) will serve as the central point of contact, acting as a technical liaison to coordinate with the Contractor and the City of Ankeny. This includes tracking project progress, reviewing compliance with contract documents, and facilitating timely project completion. Key responsibilities include:

- Coordinating regularly with the City Project Manager and Staff to discuss project status and progress.
- Attending two (2) project status meetings per month as required, either virtually or on-site as needed.
- Providing access to an online file-sharing/collaboration tool for the City, Contractor, and Olsson to store and share project files, submittals, and documentation.

501 Pre-construction Support

Olsson will facilitate the pre-construction conference, targeted for March 2025, to review project scope, schedules, submittal processes, and roles. Olsson will:

- Coordinate with the City and/or Contractor, as required, prior to the preconstruction conference, providing technical input and support tracking alignment with project requirements.
- Prepare and distribute necessary materials, including agendas and meeting notes, to support the pre-construction conference.

502 Review Project Submittals

Olsson will review and manage Contractor submittals, including requests for information (RFIs), shop drawings, catalog cuts, OTDR test results, equipment certifications, and material purchase orders, for technical accuracy and compliance with contract documents, including project specifications.

- *Shop Drawings and Catalog Cuts:* Review submissions for general conformance, approving or rejecting within 14 calendar days of submissions.
- *Equipment Certifications:* Review certifications submitted 10 calendar days prior to use.
- *Substitute Materials/Equipment:* Evaluate and determine acceptability, obtaining City approval for deviations from contract documents.

503 Project Administration Assistance

Olsson will assist the City in Construction Administration tasks to support project progress, compliance, and timely completion for December 2026. This includes the following:

- Tracking construction progress, installed quantities, and Contractor working days.
- Participating in on-site punch list walk-throughs and final closeout meetings to verify project completion and recommend final acceptance.
- Reviewing in coordination with the City, Contractor invoices, change orders, and progress reports to support alignment with the approved budget and scope, identifying potential discrepancies or risks and assisting in preparing technical documentation for change orders as needed.
- Identifying potential schedule risks (e.g., weather delays, permitting issues) and proposing mitigation strategies to maintain the project timeline.
- Providing monthly progress reports detailing milestones achieved, issues encountered, and recommended actions.

- Assisting with design revisions as needed to support project progress, compliance, coordination with other projects, field discrepancies, and timely completion.
- Assisting with coordination during project closeout, including final documentation and performance evaluations.

Assumptions:

- Work tasks for this phase that were completed after Contractor project award until April 5, 2025 were performed and billed through excess remaining funds of the original design contract. This effort has been subtracted from the total amendment value.
- The Consultant Project Manager will provide access to a ShareFile site to all parties approved by the City.
- Approximately 20 project submittals for review. Reviews will not extend to construction means, methods, techniques, sequences, or safety programs.
- The City will handle final payment estimates, contract modifications, and project closeout audits.
- Assumes up to 42 project status meetings (two per month) over the anticipated 21-month construction period, with adjustments based on project needs.
- Assumes up to eight (8) on-site punch list walk-throughs and one final closeout meeting across the project duration, coordinated with Phase 700.
- The City will handle all environmental clearances and permitting.
- The City retains final decision-making authority for approvals, inspections, and closeout.

Deliverables:

- Progress reports and invoices.
- Project status meeting agendas and minutes.
- Submittal review comments, recommendations, and documentation of non-conforming items.
- Punchlist documentation, closeout meeting notes, and final acceptance recommendations.
- Tracking logs for construction progress, installed quantities, Contractor working days, and schedule risks, including mitigation strategies.
- Documentation of design revisions, as applicable.
- Final project closeout package, including updated quantities, performance evaluation input, and coordination records.

### **Phase 600 – Survey Services**

Olsson will provide survey layout and collection of as-built fiber installation. Survey limits are as follows:

- Stake corners and bend points of Right-of-Way for approximately 8,200 lineal feet of proposed fiber located in the city of Ankeny, Iowa.
- Stake up to 50 handhole locations to include: handholes to be removed, handholes owned by the City of Ankeny, and handholes to be adjusted.
- As-built new fiber alignment, splice locations, and new handholes within the project limits.

#### 601: Survey Layout

- Set 4' wooden stakes at nearest public road Right-of-Way\* or public utility easement (PUE) line\*, which are pertinent to the installation of proposed conduit, at each corner and major angle point.
- Set a 4' wooden stake at each existing City of Ankeny handhole location for contractor.
- Set a 4' wooden stake at each proposed vault or handhole location.
- Set a 4' wooden stake at each vault or handhole to be removed.
- Set 4' wooden stakes on proposed conduit centerline at critical design areas.

#### 602: As-built survey for newly installed fiber

As-built to be taken on approximately 25,000 linear feet of new install fiber centerline at approximately 100' intervals, splices, vaults and handholes. Continuity of the tracer wire installation will be documented for deficiencies at this time. As-builts will be completed utilizing Survey grade GPS or total station.

#### Assumptions:

- The Survey will be conducted under the supervision of an Olsson professional land surveyor.
- The City will provide access to the site.
- The Survey units shall be U.S. Survey Feet.
- This agreement assumes work herein will be completed on a full 8-hour workday schedule. Seven (7) days are estimated to complete layout as stated herein. And additional eight (8) days are estimated to complete the as-built survey as stated herein. Days do not need to be consecutive.
- This agreement assumes work will be staked using files provided by others. No effort will be made to verify or calculate boundary information\* (*See Surveyor's Note*)
- This agreement assumes the survey will be completed with no snow cover.

- This agreement does not include re-staking.
- This agreement assumes any access on private properties will be coordinated and approved by the City.
- Elevation and stationing data will not be marked on stakes.
- This agreement does not include reestablishing section corner monuments and/or filing of certificates for government section corners.
- This agreement does not include the preparation of easements, plats of survey, acquisition plats, or subdivision plats.

Deliverables:

- Digital: Comma-separated value (.csv) formatted file of as-built locations to include point number, Northing(Y), Easting (X), Elevation and Description will be provided for all as-built data. Coordinate values will be provided in Iowa State Plane South Coordinate system, or as specified by City.
- Paper: N/A
- Record: N/A

**\* SURVEYOR NOTE**

- The construction plans were generated using Polk County Iowa GIS Right-of-Way, parcel, and public utility easement lines. The City accepts the terms and conditions of the following Polk County waiver statement.
- “Polk County has compiled this information for government purposes only. Polk County makes no warranties, either expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. Polk County is not responsible for any use of this information for any non-governmental purpose.”
- Layout of the existing public road Right-of-Way and public utility easements will be as depicted by the “R/W” and “PUE” lines shown on construction plan set. The Surveyor is not responsible for confirming the validity or accuracy of said lines, any section lines, property lines, or Right-of-Way lines.
- The City is aware of the risk associated with utilizing Polk County GIS linework for construction layout.
- Boundary Survey can be performed for an additional fee at the written request of the City.

**Phase 700 – Construction Inspection**

Olsson will provide technical support, on-site observation, and inspection during the construction and testing phases, supporting the Contractor’s work to align with contract documents and project requirements, with an anticipated part-time presence from approximately April 2025 to December 2026.

### 701 Construction Inspection and Project Acceptance

Olsson will conduct on-site observation at intervals appropriate to the various stages of construction activities on behalf of the City throughout the project duration, focusing on fiber optic cable installation, conduit placement, handhole construction, splicing, site restoration, and temporary traffic control. Based upon information obtained during such visits and on such observations, Olsson will endeavor to determine, in general, if such work is proceeding in accordance with the Contract Documents and Olsson shall keep the City informed of the progress of the work. This includes the following:

- Provide up to 365 hours for on-site inspections during construction to check progress and consistency with contract documents, including review of temporary traffic control measures for compliance with approved plans.
- Develop checklists to document field observations of installations (e.g., conduit, handholes, fiber splices) and assist field personnel in verifying compliance.
- Document and communicate potential deficiencies or non-conforming work (e.g., installation issues) to the City and Contractor, recommending timely resolution.
- Conduct an additional site visit after construction to verify that all punch list items have been addressed.

If, during these observations, Olsson identifies work that does not or may not conform to the Contract Documents or that could compromise the integrity of the project's design intent, Olsson will immediately notify the City's designated representative with a recommendation that such specific work activities be temporarily suspended. Olsson will provide detailed observations and documentation to support this recommendation, enabling the City to issue any necessary directives to the Contractor. Olsson's role is limited to identifying issues and coordinating with the City for further action; it does not include directing the Contractor or authorizing the suspension of work. Olsson shall not supervise, direct, or control the Contractor's means, methods, techniques, sequences, or procedures of construction, nor assume responsibility for the Contractor's safety precautions, programs, or compliance with applicable laws, regulations, or ordinances.

### 702 OTDR Review and Evaluation

After fiber splicing and termination, Olsson will review OTDR test results provided by the Contractor for all installed or modified fiber optic cable strands, supporting consistency with project requirements.

- Coordinate with the Contractor to have OTDR test results provided in a timely manner, and review results for consistency with project requirements.



- Verify cable and fiber identification, operator name, date/time stamps, setup, and test parameters for each test.
- Review losses, attenuation, and reflectance for consistency with project requirements, documenting non-conforming tests in a written log.
- Provide the log to the City for review and potential enforcement of contract penalties, recommending repairs or corrections as needed.

Assumptions:

- Olsson will provide up to 365 hours of on-site inspection across multiple visits, as deemed necessary to monitor construction progress and compliance.
- Contractor will provide the City and Olsson the OTDR test raw data and results as per the Contract Documents.
- The City will handle all environmental clearances and permitting.
- The City retains final decision-making authority for approvals, inspections, and closeout.

Deliverables:

- Field logs documenting observations, defects, coordination with the City, and action items, including temporary traffic control observations.
- Documentation of plan sheet changes.
- Checklists for field observations of installations (e.g., conduit, handholes, fiber splices).
- Documentation of potential deficiencies or non-conforming work with recommendations for resolution.
- Documentation of OTDR test results review.
- As required, log of all non-conforming OTDR test results with recommendations for repairs or corrections.
- Punch lists and inspection report, including verification of punch list item resolution post-construction.

**Phase 800 – As-Built Record Drawings and GIS Database Updates**

Olsson will provide as-built documentation of the project in a format acceptable to the City. Olsson will also include geo-spatial data pertaining to the project assets.

801 As-Built Construction Record Drawings

Olsson will update the existing electronic design files for the Project utilizing documentation of field changes maintained by the Contractor, Olsson and the City personnel during on-site observation activities. The as-built drawings will serve as a

permanent record set of final field installations by the Contractor for the City staff reference.

The final As-Built Record Drawings plan sets are expected to consist of corrected plan sheets contained in the Contract Documents for the Project. Only modified items of work or quantities shall be noted.

#### 802 Network Manager Telecom Update

Olsson will update the City's Network Manager Telecom asset management site with data that correlate to the as-constructed City assets installed by the Contractor and documented in the as-built construction record drawings. Using spatial data collected or previously provided by the City, representative assets will be created and labeled (conduit, fiber, handhole, cabinets, etc.). Field properties (conduit size, handhole size, fiber cable size, cabinet type, etc.) will be added to the layers to create an active database of the complete installation.

As a part of this task, Olsson will complete integration of previously installed assets from the City's OSPInsight asset management system, to the City's new Network Manager Telecom site. At task completion, a fully connected and traceable system for extents of this project will be accessible and usable for the City.

#### Assumptions:

- Olsson will rely on field change documentation provided by the Contractor, Olsson, and City personnel during construction; additional field verification beyond Phase 600's as-built survey is not included.
- The City will provide access to existing electronic design files, OSPInsight data, and Network Manager Telecom system credentials.

#### Deliverables:

- One PDF copy of the As-Built Construction Record Drawings in 11"x17" format, marked "Record Drawing," with updated GPS coordinates for major plan sheet elements.
- Updated Network Manager Telecom asset management database, including geo-spatial data layers (conduit, fiber, handholes, etc.) with field properties, fully integrated from OSPInsight.

## SCHEDULE FOR OLSSON'S SERVICES

Unless otherwise agreed, Olsson expects to perform its services under the Agreement as follows:

|                                        |               |
|----------------------------------------|---------------|
| Anticipated Start Date (NTP):          | April 2025    |
| Anticipated Completion Date by end of: | December 2026 |

Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date.

## COMPENSATION

Olsson shall perform the services in Phases 500 – 800 of the Scope of Services with a fee estimate attached hereto. The City shall pay to Olsson for the performance of the Scope of Services, the actual time of personnel performing such services in accordance with the Labor Billing Rate Schedule(s), and all actual reimbursable expenses in accordance with the Reimbursable Expense Schedule attached to this agreement. Olsson shall submit invoices on a monthly basis, and payment is due within 30 calendar days of invoice date.

Olsson's original Professional Services Agreement for Phases 100-400 was based on a time-and-expense basis not to exceed \$423,644.46. Work tasks for portion of Phase 500 totaling \$24,463.91 that were completed after the Contractor project award until April 5, 2025 were performed and billed through excess remaining funds of the original design contract. This effort has been subtracted from the total amendment value.

Olsson's Amendment 1 Scope of Services will be provided on a time-and-expense basis not to exceed \$244,453.89.

## TERMS AND CONDITIONS OF SERVICE

All provisions of the original Agreement not specifically amended herein shall remain unchanged.

If this Contract Amendment satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain a copy for your files and return an executed original to Olsson via email: [memory@olsson.com](mailto:memory@olsson.com). This proposal will be open for acceptance for a period of 30 days from the date set forth above, unless changed by us in writing.

## OLSSON, INC.

By  4/15/2025  
Blake Hansen, Vice President

By  04/15/2025  
Meredith Emory, Senior Engineer

By signing below, you acknowledge that you have full authority to bind the City to the terms of the Agreement. If you accept the terms set forth herein, please sign:

**City of Ankeny, Iowa**

By: \_\_\_\_\_ Dated: \_\_\_\_\_  
Bobbi B. Bentz, Mayor

|                                                                            |
|----------------------------------------------------------------------------|
| <p>Attest by: _____<br/>Michelle Yuska, City Clerk</p> <p>Dated: _____</p> |
|----------------------------------------------------------------------------|

Attachments  
Person-Hour and Fee Estimate  
Expenses Estimate



Fee Estimate

Fiber Optic Network Upgrade - Amendment 1

Client: City of Ankeny  
Project #: 023-02927  
Revised: 4/11/2025

| Estimate of Hours                                                   |                                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             |                 |
|---------------------------------------------------------------------|------------------------------------------------|--------------------|------------------------------|-----------------|--------------------|------------------|-------------------|--------------------------|----------|----------|---------------------------|-------------|-----------------|
| Phase No.                                                           | Description of Work Items / Tasks              | Senior Team Leader | Group Leader / Lead Engineer | Senior Engineer | Associate Engineer | Design Associate | Senior Technician | Senior Licensed Surveyor | Surveyor | Student  | Administrative Specialist | Total Hours | Total Labor Fee |
| 500                                                                 | Construction Administration & Coordination     |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             |                 |
| 501                                                                 | Pre-construction Support                       |                    | 6                            | 20              | 20                 | 4                |                   | 4                        |          |          | 4                         | 58          | \$11,246.00     |
| 502                                                                 | Review Project Submittals                      |                    | 10                           | 20              | 10                 |                  |                   |                          |          |          |                           | 40          | \$8,810.00      |
| 503                                                                 | Project Administration Assistance              | 2                  | 35                           | 175             | 130                |                  |                   |                          |          | 20       |                           | 362         | \$73,604.00     |
|                                                                     | Hours Subtotal                                 | 2                  | 51                           | 215             | 160                | 4                | 0                 | 4                        | 0        | 20       | 4                         | 460         |                 |
| 600                                                                 | Survey Services                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             |                 |
| 601                                                                 | Survey Layout                                  |                    |                              |                 |                    |                  |                   | 12                       | 56       |          |                           | 68          | \$9,680.00      |
| 602                                                                 | As-built survey for newly installed fiber      |                    |                              |                 |                    | 20               |                   | 10                       | 80       |          |                           | 110         | \$15,340.00     |
|                                                                     | Hours Subtotal                                 | 0                  | 0                            | 0               | 0                  | 20               | 0                 | 22                       | 136      | 0        | 0                         | 178         |                 |
| 700                                                                 | Construction Inspection                        |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             |                 |
| 701                                                                 | Construction Inspection and Project Acceptance |                    | 35                           | 130             | 35                 | 130              | 35                |                          |          |          |                           | 365         | \$68,835.00     |
| 702                                                                 | OTDR Review and Evaluation                     | 40                 |                              | 45              |                    |                  |                   |                          |          |          |                           | 85          | \$23,035.00     |
|                                                                     | Hours Subtotal                                 | 40                 | 35                           | 175             | 35                 | 130              | 35                | 0                        | 0        | 0        | 0                         | 450         |                 |
| 800                                                                 | As-Built Record Drawings & GIS Updates         |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             |                 |
| 801                                                                 | As-Built Construction Record Drawings          |                    |                              | 20              | 40                 | 20               |                   |                          |          |          |                           | 80          | \$13,960.00     |
| 802                                                                 | Network Manager Telecom Update                 |                    |                              | 65              | 80                 |                  |                   |                          |          | 100      |                           | 245         | \$39,215.00     |
|                                                                     | Hours Subtotal                                 | 0                  | 0                            | 85              | 120                | 20               | 0                 | 0                        | 0        | 100      | 0                         | 325         |                 |
|                                                                     |                                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             |                 |
|                                                                     | Total Staff Hours                              | 42                 | 86                           | 475             | 315                | 174              | 35                | 26                       | 136      | 120      | 4                         | 1413        |                 |
|                                                                     | Total Labor Estimate                           | \$12,894           | \$21,242                     | \$113,525       | \$49,140           | \$25,578         | \$4,550           | \$5,200                  | \$17,680 | \$13,440 | \$476                     | \$263,725   | \$263,725.00    |
| Total Expenses                                                      |                                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             | \$5,192.80      |
| Total Labor + Expenses                                              |                                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             | \$268,917.80    |
| Total Previously Invoiced/Applied Through Unused Original PSA Funds |                                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             | (\$24,463.91)   |
| Total Amendment 1                                                   |                                                |                    |                              |                 |                    |                  |                   |                          |          |          |                           |             | \$244,453.89    |

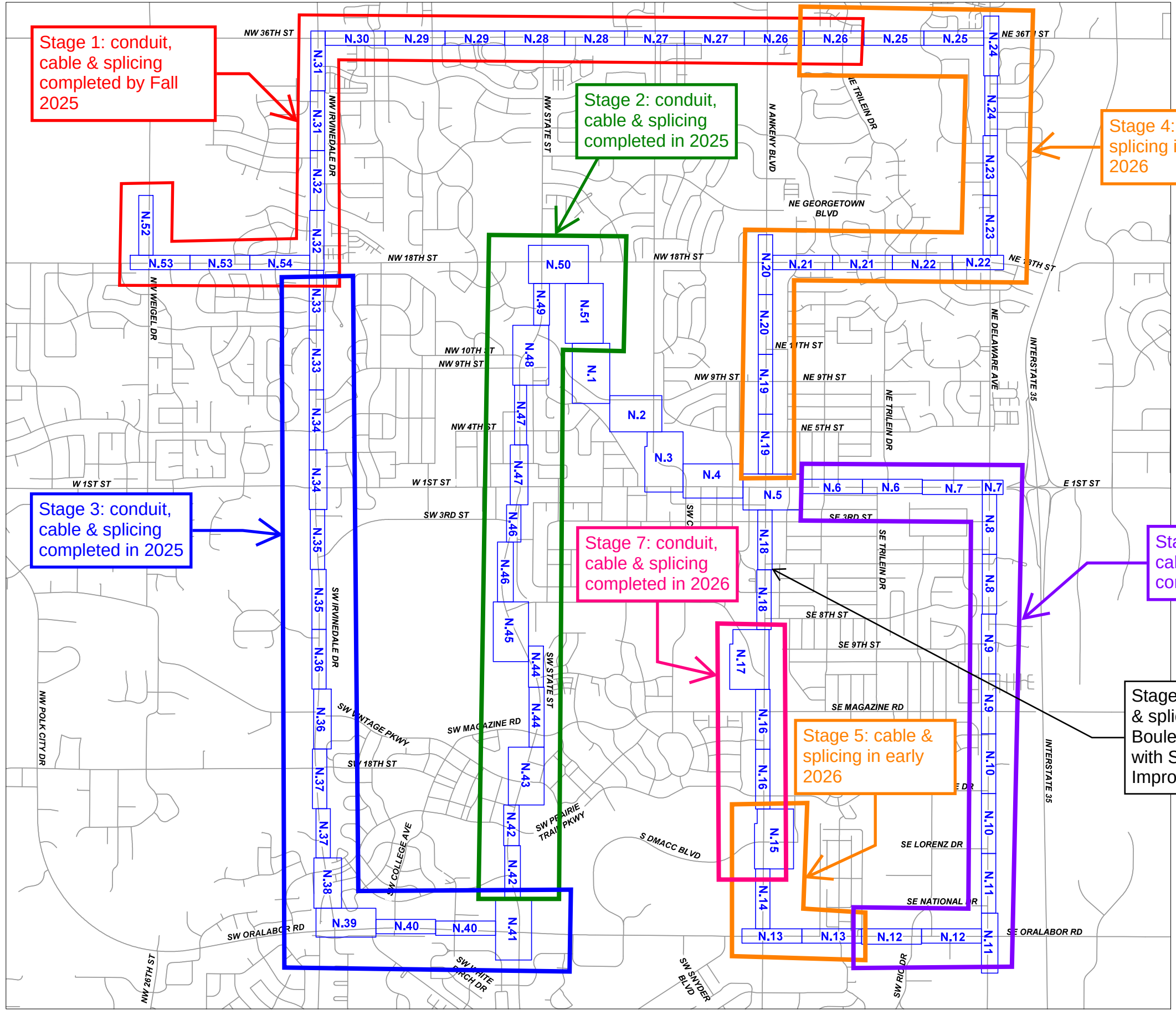


Expenses Estimate

Fiber Optic Network Upgrade - Amendment 1

Client: City of Ankeny  
Project #: 023-02927  
Revised: 4/11/2025

| Expenses                                 | Amount |       | \$ Ea.    |  | Cost       |
|------------------------------------------|--------|-------|-----------|--|------------|
| Design                                   |        |       |           |  |            |
| Travel, mile                             | 2175   | MILES | 0.70      |  | \$1,522.50 |
| Travel, mile (survey/inspection vehicle) | 4318   | MILES | 0.85      |  | \$3,670.30 |
|                                          |        |       |           |  |            |
|                                          |        |       | Sub Total |  | \$5,192.80 |
|                                          |        |       |           |  |            |
|                                          |        |       |           |  |            |
|                                          |        |       | Total     |  | \$5,192.80 |



Stage 1: conduit,  
cable & splicing  
completed by Fall  
2025

Stage 2: conduit,  
cable & splicing  
completed in 2025

Stage 4: cable &  
splicing in early  
2026

Stage 3: conduit,  
cable & splicing  
completed in 2025

Stage 7: conduit,  
cable & splicing  
completed in 2026

Stage 5: cable &  
splicing in early  
2026

Stage 6: conduit,  
cable & splicing  
completed in 2026

Stage 8: Remaining cable  
& splicing along Ankeny  
Boulevard coordinated  
with S Ankeny Boulevard  
Improvements in 2026

NOT TO SCALE



1717 Ingersoll Avenue  
Suite 111  
Des Moines, IA 50309  
olsson.com  
TEL 515.331.6517

| REV. NO. | DATE | REVISIONS DESCRIPTION | BY |
|----------|------|-----------------------|----|
|          |      |                       |    |
|          |      |                       |    |
|          |      |                       |    |

| LOCATION AND KEY SHEET      |  | drawn by: LBB          |
|-----------------------------|--|------------------------|
| FIBER OPTIC NETWORK UPGRADE |  | designed by: MADE      |
| ANKENY, IOWA                |  | project no.: 023-02927 |
| 2024                        |  | date: 11.05.2024       |
| SHEET A.02                  |  |                        |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #14 in the amount of \$471,770.87 to Absolute Concrete Construction, Inc. for construction services on the Oralabor Gateway Trail - SW State Street Underpass and SW Oralabor Road and SW State Street Intersection Improvements project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Absolute Concrete - Pymt #14





# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Oralabor Gateway Trail - SW State Stret Underpass and SW Oralabor Road and SW State Street Intersection Improvements  
Contractor: Absolute Concrete Construcion  
Address: \_\_\_\_\_  
Finance Budget Code: 998.3998.4451 Finance Project #: 998.4451  
Vendor Project #: 4997 Purchase Order #: \_\_\_\_\_  
Original Contract Date: March 6, 2023 Vendor Account #: \_\_\_\_\_

Date of Council Meeting:

<sup>21</sup> April <sup>ALD</sup> 24, 2025

Payment Application #:

14

Payment Period:

From: December 27, 2024

Through:

April 7, 2025

## Contract Summary:

|                                          |    |              |  |
|------------------------------------------|----|--------------|--|
| Original Contract Amount:                | \$ | 6,369,694.05 |  |
| Net Change by Change Orders:             | \$ | 30,537.75    |  |
| Contract Amount to Date: (line 1 ± 2)    | \$ | 6,400,231.80 |  |
| Total Completed and Stored to Date:      | \$ | 5,310,799.57 |  |
| Retainage: <u>3</u> % of Completed Work: | \$ | 30,000.00    |  |
| Total Earned Less Retainage:             | \$ | 5,280,799.57 |  |
| Less Previous Applications for Payment:  | \$ | 4,809,028.70 |  |
| SUBTOTAL:                                | \$ | 471,770.87   |  |
| OTHER CHARGES:                           | \$ | -            |  |
| CURRENT PAYMENT DUE:                     | \$ | 471,770.87   |  |
| Balance to Finish, Including Retainage:  | \$ | 1,119,432.23 |  |

Contract Time Remaining:

(20.50) Working Days

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

Construction Contractor Approval:

Absolute Concrete Construcion

**Logan Petersen**

Firm Name

Digitally signed by Logan Petersen

Date: 2025.04.08 15:30:27 -05'00'

Signature

Date

Engineer / Consultant Approval:

HR Green, Inc.

**Tony Babcock**

Firm Name

Digitally signed by Tony Babcock  
DN: C=US, E=tbabcock@hrgreen.com, O="HR Green, Inc.", CN=Tony Babcock  
Location: City of Ankeny - Oralabor & State  
Reason: Pay Estimate 14  
Date: 2025.04.08 15:01:03 -05'00'

4/8/2025

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Jim Haberichter

E-mail:

jhaberichter@ankenyiowa.gov

Phone Number:

515-963-3536

Date Printed: 4/8/2025

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date              | Amount        |
|-----|-------------------|---------------|
| 1   | July 17, 2023     | \$ 340,429.59 |
| 2   | August 21, 2023   | \$ 528,180.42 |
| 3   | October 2, 2023   | \$ 286,373.28 |
| 4   | November 6, 2023  | \$ 68,356.51  |
| 5   | December 18, 2023 | \$ 345,787.71 |
| 6   | April 15, 2024    | \$ 172,306.25 |
| 7   | June 17, 2024     | \$ 525,945.00 |
| 8   | August 5, 2024    | \$ 575,007.70 |
| 9   | September 3, 2024 | \$ 150,917.00 |
| 10  | October 7, 2024   | \$ 538,938.50 |
| 11  | November 4, 2024  | \$ 165,149.10 |
| 12  | December 2, 2024  | \$ 299,155.54 |
| 13  | January 6, 2025   | \$ 812,482.10 |
| 14  |                   |               |
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## Previous Applications for Payment:

| No. | Date | Amount |
|-----|------|--------|
| 36  |      |        |
| 37  |      |        |
| 38  |      |        |
| 39  |      |        |
| 40  |      |        |
| 41  |      |        |
| 42  |      |        |
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PREVIOUS PAY APPS TOTAL = \$ 4,809,028.70

## Record of Change Orders:

| No. | Date              | Amount       |
|-----|-------------------|--------------|
| 1   | December 18, 2023 | \$ 11,484.00 |
| 2   | April 15, 2024    | \$ 3,456.25  |
| 3   | August 5, 2024    | \$ 15,597.50 |
| 4   |                   |              |
| 5   |                   |              |
| 6   |                   |              |
| 7   |                   |              |
| 8   |                   |              |
| 9   |                   |              |
| 10  |                   |              |
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| 12  |                   |              |
| 13  |                   |              |
| 14  |                   |              |
| 15  |                   |              |

CHANGE ORDER TOTAL = \$ 30,537.75

## Contract Time Remaining:

|                          |              |
|--------------------------|--------------|
| Contract Period:         | Working Days |
| Construction Start Date: | June 5, 2023 |

## Stages 1-5

|                            |        |
|----------------------------|--------|
| Contract Working Days:     | 90.0   |
| Added by Change Order:     | 1.0    |
| Total Working Days:        | 91.0   |
| Working Days Used to Date: | 103.0  |
| Working Days Remaining:    | (12.0) |

## Stages 6-9

|                            |       |
|----------------------------|-------|
| Contract Working Days:     | 130.0 |
| Added by Change Order:     |       |
| Total Working Days:        | 130.0 |
| Working Days Used to Date: | 138.5 |
| Working Days Remaining:    | (8.5) |



| ITEM NO. | ITEM ID      | DESCRIPTION<br>(Include Change Order # if Applicable)    | Supplemental Description | UNITS | ORIGINAL QUANTITY | QUANTITY CHANGED | TOTAL QUANTITY | UNIT PRICE    | EXTENDED PRICE  | TOTAL QUANTITY THIS PAY PERIOD | TOTAL VALUE THIS PAY PERIOD | TOTAL QUANTITY FROM PREVIOUS PERIOD | TOTAL QUANTITY COMPLETE | TOTAL VALUE COMPLETE | REMAINING QUANTITY | PERCENT COMPLETE |
|----------|--------------|----------------------------------------------------------|--------------------------|-------|-------------------|------------------|----------------|---------------|-----------------|--------------------------------|-----------------------------|-------------------------------------|-------------------------|----------------------|--------------------|------------------|
| 10       | 2101-0880001 | CLEARING AND GRUBBING                                    |                          | ACRE  | 0.35              |                  | 261.00         | \$ 20,000.00  | \$ 7,000.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 0.35               | 0.00%            |
| 20       | 2102-2710070 | EXCAVATION, CLASS 10, ROADWAY AND BORROW                 |                          | CV    | 261.00            |                  | 261.00         | \$ 9.00       | \$ 2,349.00     | 0.00                           | \$ -                        | 261.00                              | 261.00                  | \$ 2,349.00          | 26.00              | 90.04%           |
| 30       | 2102-2710090 | EXCAVATION, CLASS 10, WASTE                              |                          | CV    | 8,124.00          |                  | 8,124.00       | \$ 235.00     | \$ 1,909,170.00 | 0.00                           | \$ -                        | 7,398.00                            | 7,398.00                | \$ 1,738,653.00      | 822.00             | 90.00%           |
| 40       | 2109-8225100 | SPECIAL COMPACTION OF SUBGRADE                           |                          | STA   | 21.50             |                  | 21.50          | \$ 4,455.00   | \$ 95,787.50    | 0.00                           | \$ -                        | 21.50                               | 21.50                   | \$ 95,787.50         | 0.00               | 100.00%          |
| 50       | 2115-0100000 | MODIFIED SUBBASE                                         |                          | CV    | 994.00            |                  | 994.00         | \$ 1,050.00   | \$ 1,045.00     | 248.89                         | \$ 19,475.82                | 121.15                              | 1,166.14                | \$ 1,139,377.72      | 14.10              | 100.00%          |
| 60       | 2121-7425010 | GRANULAR SHOULDERS, TYPE A                               |                          | TON   | 179.80            |                  | 179.80         | \$ 78.00      | \$ 13,987.80    | 0.00                           | \$ -                        | 179.80                              | 179.80                  | \$ 13,987.80         | 0.00               | 100.00%          |
| 70       | 2122-5100007 | PAVED SHOULDER, P.C. CONCRETE, 7 IN.                     |                          | SV    | 337.30            |                  | 337.30         | \$ 74.00      | \$ 24,890.20    | 0.00                           | \$ -                        | 337.30                              | 337.30                  | \$ 24,890.20         | 0.00               | 100.00%          |
| 80       | 2123-7460000 | SHOULDER CONSTRUCTION, EARTH                             |                          | STA   | 13.90             |                  | 13.90          | \$ 850.00     | \$ 11,805.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 13.90              | 0.00%            |
| 90       | 2201-1003100 | SHOULDER FINISHING, EARTH                                |                          | STA   | 5.20              |                  | 5.20           | \$ 325.00     | \$ 1,690.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.20               | 0.00%            |
| 100      | 2201-1003100 | SHOULDER FINISHING, EARTH                                |                          | SV    | 6,721.50          |                  | 6,721.50       | \$ 120.00     | \$ 806,580.00   | 0.00                           | \$ -                        | 4,827.80                            | 4,827.80                | \$ 584,616.00        | 1,893.70           | 60.76%           |
| 110      | 2201-4875006 | MEDIAN, P.C. CONCRETE, 6 IN.                             |                          | SV    | 885.20            |                  | 885.20         | \$ 75.00      | \$ 66,390.00    | 0.00                           | \$ -                        | 188.70                              | 188.70                  | \$ 14,152.50         | 696.50             | 21.33%           |
| 120      | 2401-6743536 | REMOVAL OF CONCRETE FOOTINGS OF LIGHT POLES              |                          | EACH  | 8.00              |                  | 8.00           | \$ 800.00     | \$ 6,400.00     | 0.00                           | \$ -                        | 6.00                                | 6.00                    | \$ 4,800.00          | 2.00               | 75.00%           |
| 130      | 2401-6743575 | REMOVAL OF LIGHT POLES                                   |                          | EACH  | 7.00              |                  | 7.00           | \$ 7,300.00   | \$ 51,100.00    | 0.00                           | \$ -                        | 2.00                                | 2.00                    | \$ 14,600.00         | 0.00               | 100.00%          |
| 140      | 2435-0250300 | INTAKE, SW-503                                           |                          | EACH  | 2.00              |                  | 2.00           | \$ 4,425.00   | \$ 8,850.00     | 0.00                           | \$ -                        | 2.00                                | 2.00                    | \$ 8,850.00          | 0.00               | 100.00%          |
| 150      | 2435-0250310 | INTAKE, SW-511                                           |                          | EACH  | 1.00              |                  | 1.00           | \$ 4,425.00   | \$ 4,425.00     | 0.00                           | \$ -                        | 1.00                                | 1.00                    | \$ 4,425.00          | 0.00               | 100.00%          |
| 160      | 2435-0600120 | INTAKE ADJUSTMENT, MAJOR                                 |                          | EACH  | 1.00              |                  | 1.00           | \$ 4,425.00   | \$ 4,425.00     | 0.00                           | \$ -                        | 1.00                                | 1.00                    | \$ 4,425.00          | 0.00               | 100.00%          |
| 170      | 2435-0700020 | CONNECTION TO EXISTING INTAKE                            |                          | EACH  | 1.00              |                  | 1.00           | \$ 4,425.00   | \$ 4,425.00     | 0.00                           | \$ -                        | 1.00                                | 1.00                    | \$ 4,425.00          | 0.00               | 100.00%          |
| 180      | 2502-6745852 | REMOVAL OF SUBDRAIN                                      |                          | LF    | 1,400.00          |                  | 1,400.00       | \$ 4,375.00   | \$ 6,125.00     | 0.00                           | \$ -                        | 1,322.50                            | 1,322.50                | \$ 5,805.00          | 78.50              | 94.43%           |
| 190      | 2502-6745852 | SUBDRAIN, PVC, STANDARD, PERFORATED, 8 IN.               |                          | LF    | 1,441.40          |                  | 1,441.40       | \$ 34.00      | \$ 49,007.60    | 0.00                           | \$ -                        | 1,322.50                            | 1,322.50                | \$ 45,361.50         | 118.90             | 91.76%           |
| 200      | 2502-6745852 | SUBDRAIN RISER, 8 IN., AS PER PLAN                       |                          | EACH  | 3.00              |                  | 3.00           | \$ 1,775.00   | \$ 5,325.00     | 0.00                           | \$ -                        | 1.00                                | 1.00                    | \$ 1,775.00          | 2.00               | 33.33%           |
| 210      | 2503-0114212 | REINFORCED CONCRETE PIPE (RCP) 36 IN. DIA. 12 IN. THICK  |                          | LF    | 2.00              |                  | 2.00           | \$ 475.00     | \$ 950.00       | 0.00                           | \$ -                        | 2.00                                | 2.00                    | \$ 950.00            | 0.00               | 100.00%          |
| 220      | 2503-0114212 | REINFORCED CONCRETE PIPE (RCP) 36 IN. DIA. 12 IN. THICK  |                          | LF    | 28.00             |                  | 28.00          | \$ 105.00     | \$ 2,940.00     | 0.00                           | \$ -                        | 26.00                               | 26.00                   | \$ 2,730.00          | 0.00               | 100.00%          |
| 230      | 2503-0114212 | REINFORCED CONCRETE PIPE (RCP) 36 IN. DIA. 12 IN. THICK  |                          | LF    | 16.00             |                  | 16.00          | \$ 125.00     | \$ 2,000.00     | 0.00                           | \$ -                        | 16.00                               | 16.00                   | \$ 2,000.00          | 0.00               | 100.00%          |
| 240      | 2503-0200006 | REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 30 IN.     |                          | LF    | 5.00              |                  | 5.00           | \$ 51.00      | \$ 255.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 250      | 2507-3250005 | ENGINEERING FABRIC                                       |                          | SV    | 25.00             |                  | 25.00          | \$ 11.00      | \$ 275.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 25.00              | 0.00%            |
| 260      | 2507-3250005 | REINVENT, CLASS E                                        |                          | TON   | 11.20             |                  | 11.20          | \$ 98.00      | \$ 1,097.60     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 11.20              | 0.00%            |
| 270      | 2510-6745850 | REMOVAL OF PAVEMENT                                      |                          | SV    | 4,040.70          |                  | 4,040.70       | \$ 14.00      | \$ 56,569.80    | 854.80                         | \$ 11,967.20                | 2,991.50                            | 3,816.70                | \$ 53,433.80         | 224.00             | 94.49%           |
| 280      | 2510-6750600 | REMOVAL OF INTAKES AND UTILITY ACCESSSES                 |                          | EACH  | 2.00              |                  | 2.00           | \$ 1,850.00   | \$ 3,700.00     | 0.00                           | \$ -                        | 2.00                                | 2.00                    | \$ 3,700.00          | 0.00               | 100.00%          |
| 290      | 2511-6745800 | REMOVAL OF SIDEWALK                                      |                          | SV    | 323.80            |                  | 323.80         | \$ 13.00      | \$ 4,209.40     | 0.00                           | \$ -                        | 389.80                              | 389.80                  | \$ 5,067.10          | 64.00              | 114.53%          |
| 300      | 2511-6750604 | SIDEWALK, P.C. CONCRETE, 4 IN.                           |                          | SV    | 208.40            |                  | 208.40         | \$ 59.00      | \$ 12,297.60    | 0.00                           | \$ -                        | 276.80                              | 276.80                  | \$ 16,331.20         | 70.40              | 134.11%          |
| 310      | 2511-6750605 | SIDEWALK, P.C. CONCRETE, 5 IN.                           |                          | SV    | 18.50             |                  | 18.50          | \$ 65.00      | \$ 1,202.50     | 0.00                           | \$ -                        | 81.10                               | 81.10                   | \$ 5,271.50          | 62.60              | 74.72%           |
| 320      | 2511-6750608 | SIDEWALK, P.C. CONCRETE, 6 IN.                           |                          | SV    | 91.90             |                  | 91.90          | \$ 86.00      | \$ 7,903.40     | 0.00                           | \$ -                        | 19.50                               | 19.50                   | \$ 1,687.50          | 72.40              | 81.27%           |
| 330      | 2511-7428101 | DETECTABLE WARNING                                       |                          | SP    | 155.00            |                  | 155.00         | \$ 7.00       | \$ 1,085.00     | 0.00                           | \$ -                        | 98.00                               | 98.00                   | \$ 6,762.00          | 57.00              | 63.23%           |
| 340      | 2515-6745600 | DETECTABLE WARNING                                       |                          | SP    | 315.80            |                  | 315.80         | \$ 7.00       | \$ 2,210.60     | 0.00                           | \$ -                        | 313.90                              | 313.90                  | \$ 2,197.30          | 0.00               | 100.00%          |
| 350      | 2515-6745600 | REMOVAL OF PAVED DRIVEWAY                                |                          | SV    | 358.10            |                  | 358.10         | \$ 4.00       | \$ 1,432.40     | 0.00                           | \$ -                        | 358.10                              | 358.10                  | \$ 1,432.40          | 0.00               | 100.00%          |
| 360      | 2515-6745600 | REMOVAL OF REINFORCED SIGN AS PER PLAN                   |                          | EACH  | 18.00             |                  | 18.00          | \$ 400.00     | \$ 7,200.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 18.00              | 0.00%            |
| 370      | 2515-6745600 | TRAFFIC SIGNALIZATION                                    |                          | LF    | 1.00              |                  | 1.00           | \$ 575,000.00 | \$ 575,000.00   | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 1.00               | 0.00%            |
| 380      | 2515-6745600 | REMOVAL OF TRAFFIC SIGNALIZATION                         |                          | LF    | 67.20             |                  | 67.20          | \$ 30,000.00  | \$ 2,016,000.00 | 0.00                           | \$ -                        | 1.00                                | 1.00                    | \$ 30,000.00         | 67.20              | 100.00%          |
| 390      | 2527-6253105 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 9,351             |                  | 9,351          | \$ 53.00      | \$ 495,363.00   | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 9,351              | 0.00%            |
| 400      | 2527-6253105 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 410      | 2527-6253117 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 420      | 2527-6253142 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 430      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 440      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 450      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 460      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 470      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 480      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 490      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 500      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 510      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 520      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 530      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 540      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 550      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 560      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 570      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 580      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 590      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 600      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 610      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 620      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 630      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 640      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 650      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 660      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 52.00              | 0.00%            |
| 670      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 5.00              |                  | 5.00           | \$ 175.00     | \$ 875.00       | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 5.00               | 0.00%            |
| 680      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 117.23            |                  | 117.23         | \$ 200.00     | \$ 23,446.00    | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 117.23             | 0.00%            |
| 690      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | EACH  | 38.00             |                  | 38.00          | \$ 175.00     | \$ 6,650.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    | \$ -                 | 38.00              | 0.00%            |
| 700      | 2527-6253180 | PAINTED PAVEMENT MARKING WITH SIGNATURE OF SOLVENT-BASED |                          | STA   | 52.00             |                  | 52.00          | \$ 175.00     | \$ 9,100.00     | 0.00                           | \$ -                        | 0.00                                | 0.00                    |                      |                    |                  |



|      |                |                                                                 |      |           |  |           |           |            |           |           |           |           |            |          |         |
|------|----------------|-----------------------------------------------------------------|------|-----------|--|-----------|-----------|------------|-----------|-----------|-----------|-----------|------------|----------|---------|
| 820  | 2435-01-0148   | MANHOLE, STORM SEWER, SW 401, 48 IN.                            | EACH | 2.00      |  | 2.00      | 6,600.00  | 13,200.00  | 0.00      | -         | 2.00      | 2.00      | 13,200.00  | 0.00     | 100.00% |
| 830  | 2435-01-0149   | MANHOLE, STORM SEWER, SW 401, 60 IN.                            | EACH | 3.00      |  | 3.00      | 7,000.00  | 21,000.00  | 0.00      | -         | 2.00      | 2.00      | 15,200.00  | 1.00     | 86.67%  |
| 840  | 2435-02-1124   | INTAKE, SW-312, 24 IN.                                          | EACH | 2.00      |  | 2.00      | 3,000.00  | 6,000.00   | 0.00      | -         | 0.00      | 0.00      | -          | 0.00     | 0.00%   |
| 850  | 2435-02-1130   | INTAKE, SW-313                                                  | EACH | 1.00      |  | 1.00      | 9,400.00  | 9,400.00   | 0.00      | -         | 0.00      | 1.00      | 9,400.00   | 0.00     | 100.00% |
| 860  | 2435-02-1132   | LINEAR TRENCH DRAIN, SW-321                                     | LF   | 20.00     |  | 20.00     | 195.00    | 3,900.00   | 0.00      | -         | 0.00      | 0.00      | -          | 20.00    | 0.00%   |
| 870  | 2501-01-7600   | PLESS, STEEL SHEET                                              | SF   | 14,701.00 |  | 14,701.00 | 50.00     | 735,050.00 | 0.00      | -         | 14,701.00 | 14,701.00 | 735,050.00 | 0.00     | 100.00% |
| 880  | 2501-01-7600   | TEMPORARY SHORING                                               | LS   | 1.00      |  | 1.00      | 20,000.00 | 20,000.00  | 0.00      | -         | 1.00      | 1.00      | 20,000.00  | 0.00     | 100.00% |
| 890  | 2502-01-1308   | SUBDRAIN, P.V.C. STANADOL, PERFORATED, 8 IN.                    | LF   | 1,074.80  |  | 1,074.80  | 34.00     | 36,543.20  | 0.00      | -         | 1,074.80  | 1,074.80  | 36,543.20  | 0.00     | 100.00% |
| 900  | 2502-02-1108   | SUBDRAIN RISER, 8 IN., AS PER PLAN                              | EACH | 4.00      |  | 4.00      | 1,800.00  | 7,200.00   | 0.00      | -         | 1.00      | 1.00      | 4,800.00   | 3.00     | 25.00%  |
| 910  | 2502-02-1108   | SUBDRAIN OUTLET, DR-303                                         | EACH | 2.00      |  | 2.00      | 725.00    | 1,450.00   | 0.00      | -         | 0.00      | 0.00      | -          | 2.00     | 0.00%   |
| 920  | 2503-01-14215  | STORM DRAIN, 24 IN.                                             | LF   | 381.00    |  | 381.00    | 549.00    | 209,118.00 | 0.00      | -         | 0.00      | 0.00      | -          | 381.00   | 81.42%  |
| 930  | 2503-01-14218  | STORM DRAIN, 24 IN.                                             | LF   | 317.00    |  | 317.00    | 317.00    | 101,700.00 | 0.00      | -         | 0.00      | 0.00      | -          | 317.00   | 100.00% |
| 940  | 2503-01-14230  | STORM DRAIN, 24 IN.                                             | LF   | 353.00    |  | 353.00    | 271.50    | 104,000.00 | 0.00      | -         | 0.00      | 0.00      | -          | 353.00   | 100.00% |
| 950  | 2507-02-05005  | ENGINEERING FABRIC                                              | SV   | 55.00     |  | 55.00     | 31.50     | 1,732.50   | 0.00      | -         | 0.00      | 0.00      | -          | 55.00    | 0.00%   |
| 960  | 2507-06-00061  | REVIEWMENT CLASS E                                              | TON  | 38.30     |  | 38.30     | 98.00     | 3,753.40   | 0.00      | -         | 0.00      | 0.00      | -          | 38.30    | 0.00%   |
| 970  | 2511-01-745850 | REMOVAL OF PAVEMENT                                             | SV   | 2,607.70  |  | 2,607.70  | 14.00     | 36,507.80  | 2,134.40  | 29,887.60 | 849.40    | 2,988.80  | 41,773.20  | 378.10   | 114.42% |
| 980  | 2511-03-00000  | REMOVAL OF RECREATIONAL TRAIL                                   | SV   | 873.70    |  | 873.70    | 13.00     | 11,358.10  | 0.00      | -         | 0.00      | 0.00      | -          | 873.70   | 5.09%   |
| 1000 | 2511-03-02060  | RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN., REINFORCED | SV   | 990.90    |  | 990.90    | 71.00     | 70,253.90  | 0.00      | -         | 0.00      | 0.00      | -          | 990.90   | 0.00%   |
| 1010 | 2511-03-10110  | GRICAL COMPACTION OF SUBGRADE FOR RECREATIONAL TRAIL            | STA  | 10.20     |  | 10.20     | 475.00    | 4,845.00   | 0.00      | -         | 0.00      | 0.00      | -          | 10.20    | 0.00%   |
| 1020 | 2511-03-10110  | REMOVAL OF SIDEWALK                                             | SV   | 524.70    |  | 524.70    | 13.00     | 16,821.10  | 0.00      | -         | 0.00      | 0.00      | -          | 524.70   | 0.00%   |
| 1040 | 2511-03-10110  | SIDEWALK, P.C. CONCRETE, 5 IN.                                  | SV   | 704.40    |  | 704.40    | 61.00     | 42,724.40  | 0.00      | -         | 0.00      | 0.00      | -          | 704.40   | 0.00%   |
| 1050 | 2511-03-10110  | SIDEWALK, P.C. CONCRETE, 6 IN.                                  | SV   | 98.50     |  | 98.50     | 86.00     | 8,471.00   | 0.00      | -         | 0.00      | 0.00      | -          | 98.50    | 0.00%   |
| 1060 | 2523-00-00030  | ELECTRICAL CIRCUITS                                             | LF   | 1,250.00  |  | 1,250.00  | 24.25     | 30,312.50  | 0.00      | -         | 0.00      | 0.00      | -          | 1,250.00 | 0.00%   |
| 1070 | 2523-00-00030  | HANDHOLES AND JUNCTION BOXES                                    | EACH | 1.00      |  | 1.00      | 825.00    | 825.00     | 0.00      | -         | 0.00      | 0.00      | -          | 1.00     | 0.00%   |
| 1080 | 2523-00-00040  | CONTROL CABINET                                                 | EACH | 1.00      |  | 1.00      | 9,645.00  | 9,645.00   | 0.00      | -         | 0.00      | 0.00      | -          | 1.00     | 0.00%   |
| 1090 | 2527-02-03131  | WET RETROREFLECTIVE REMOVABLE TAPE MARKINGS                     | STA  | 104.73    |  | 104.73    | 150.00    | 15,709.50  | 0.00      | -         | 90.55     | 90.55     | 13,582.50  | 14.18    | 86.46%  |
| 1100 | 2528-01-14030  | SAFETY CLOSURE                                                  | EACH | 7.00      |  | 7.00      | 225.00    | 1,575.00   | 0.00      | -         | 0.00      | 0.00      | -          | 7.00     | 0.00%   |
| 1110 | 2528-04-00048  | TEMPORARY BARRIER RAIL, CONCRETE                                | LF   | 525.00    |  | 525.00    | 18.00     | 9,450.00   | 0.00      | -         | 525.00    | 525.00    | 9,450.00   | 0.00     | 100.00% |
| 1120 | 2528-04-00048  | TEMPORARY BARRIER RAIL, CONCRETE                                | LF   | 525.00    |  | 525.00    | 18.00     | 9,450.00   | 0.00      | -         | 0.00      | 0.00      | -          | 525.00   | 0.00%   |
| 1130 | 2528-01-09020  | TEMPORARY LANE SEPARATION SYSTEM                                | LF   | 1,077.00  |  | 1,077.00  | 1.00      | 40,000.00  | 40,000.00 | 0.00      | -         | 0.00      | -          | 1,077.00 | 0.00%   |
| 1140 | 2528-01-09020  | PORTABLE DYNAMIC MESSAGE SIGN (PDMS)                            | CDAY | 20.00     |  | 20.00     | 100.00    | 2,000.00   | 0.00      | -         | 20.00     | 20.00     | 2,000.00   | 0.00     | 100.00% |
| 1150 | 2531-00-00110  | TEMP CRASH CUSHION                                              | LS   | 2.00      |  | 2.00      | 275.00    | 550.00     | 0.00      | -         | 2.00      | 2.00      | 550.00     | 0.00     | 100.00% |
| 1160 | 2535-00-00030  | TRENCH COMPACTION TESTING                                       | LS   | 1.00      |  | 1.00      | 5,000.00  | 5,000.00   | 0.00      | -         | 0.00      | 0.00      | -          | 1.00     | 0.00%   |
| 1170 | 2535-01-14030  | WATER MAIN, TRENCHED, POLYV. CHLORIDE PIPE (PVC), 12 IN.        | LF   | 83.00     |  | 83.00     | 114.00    | 9,482.00   | 0.00      | -         | 83.00     | 83.00     | 9,482.00   | 0.00     | 100.00% |
| 1180 | 2535-01-14032  | WATER MAIN, TRENCHED, POLYV. CHLORIDE PIPE (PVC), 24 IN.        | LF   | 105.00    |  | 105.00    | 285.00    | 29,325.00  | 0.00      | -         | 105.00    | 105.00    | 29,325.00  | 0.00     | 100.00% |
| 1190 | 2535-01-14032  | WATER MAIN, TRENCHED, POLYV. CHLORIDE PIPE (PVC), 24 IN.        | LF   | 400.00    |  | 400.00    | 38.00     | 152,000.00 | 0.00      | -         | 400.00    | 400.00    | 152,000.00 | 0.00     | 100.00% |
| 1200 | 2535-01-14032  | WATER MAIN, TRENCHED, POLYV. CHLORIDE PIPE (PVC), 12 IN.        | LF   | 120.00    |  | 120.00    | 1,600.00  | 192,000.00 | 0.00      | -         | 120.00    | 120.00    | 192,000.00 | 0.00     | 100.00% |
| 1210 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 1.00      |  | 1.00      | 1,655.00  | 1,655.00   | 0.00      | -         | 1.00      | 1.00      | 1,655.00   | 0.00     | 100.00% |
| 1220 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1230 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1240 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1250 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1260 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1270 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1280 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1290 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1300 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1310 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1320 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1330 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1340 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1350 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1360 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1370 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1380 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1390 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1400 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1410 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1420 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1430 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1440 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1450 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1460 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1470 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1480 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1490 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1500 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1510 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1520 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1530 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1540 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1550 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1560 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      | 2.00      | 6,750.00   | 0.00     | 100.00% |
| 1570 | 2535-02-02200  | FITTINGS BY COUNT, DUCTILE IRON                                 | EACH | 2.00      |  | 2.00      | 3,375.00  | 6,750.00   | 0.00      | -         | 2.00      |           |            |          |         |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #1 in the amount of \$6,106.32 to AECOM Technical Services, Inc., for engineering services on the I-35 & NE 36th Street Interchange Improvements project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. AECOM - Pymt #1





# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: I-35 & NE 36th Street Interchange Improvements  
Contractor: AECOM Technical Services, Inc.  
Address: 501 Sycamore Street, Suite 222, Waterloo, IA 50703  
Finance Budget Code: 948.3948.4210 Finance Project #: 948.4210  
Vendor Project #: 60751780 Purchase Order #: N/A  
Original Contract Date: February 17, 2025 Vendor Account #: 12303

Date of Council Meeting: April 21, 2025 Payment Application #: 1

Payment Period: From: February 17, 2025 Through: March 28, 2025

## Contract Summary:

|                                         |               |             |
|-----------------------------------------|---------------|-------------|
| Original Contract Amount:               | \$ 141,600.00 |             |
| Net Change by Change Orders:            | \$ -          |             |
| Contract Amount to Date: (line 1 ± 2)   | \$ 141,600.00 |             |
| Total Completed and Stored to Date:     | \$ 6,106.32   |             |
| Retainage: 0 % of Completed Work:       | \$ -          |             |
| Total Earned Less Retainage:            | \$ 6,106.32   |             |
| Less Previous Applications for Payment: | \$ -          |             |
| SUBTOTAL:                               |               | \$ 6,106.32 |

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 6,106.32

Balance to Finish, Including Retainage: \$ 135,493.68

Contract Time Remaining (Substantial): - #

Contract Time Remaining (Full): - #

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

Construction Contractor Approval: N/A

Firm Name

Signature

Date

Engineer / Consultant Approval: AECOM Technical Services, Inc.

Firm Name

*Michelle M. Smalley*

*Michelle M. Smalley*

April 2, 2025

Signature

Date

City of Ankeny Staff Approval:

*Leslie Hart*

Signature

Date

4/3/25

Submit to: Leslie Hart, P.E., PTOE, Traffic Engineering Manager

E-mail: [lhart@ankenyiowa.gov](mailto:lhart@ankenyiowa.gov)

Phone Number: 515-963-3548

Date Printed: 4/3/2025



## **IMPORTANT REMITTANCE INFORMATION**

**Please include the AECOM invoice number when sending payment**

**INVOICE NUMBER: 2001004207**

**Invoice Date: 03-APR-25**

**Invoice Due Date: 03-MAY-25**

**Amount Due: \$6,106.32 USD**

**Project Number: 60751780**

To process your payment timely and ensure credit is given, please include the AECOM invoice number when sending payment. Including this invoice number will allow AECOM to promptly apply your payment without delay or additional information requests placed upon your organization.

Failure to reference the AECOM invoice number when sending payment may result in delay of your account being credited.

To expedite payment processing, AECOM is asking its clients to submit payments electronically by ACH (Automated Clearing House) if possible.

ACH payments provide an alternative to paper checks, affording you the following advantages:

- Certainty of delivery
- Reduced operating costs through the elimination of paper check mailing

Regards,

AECOM Cash Application Department  
[CashAppsRemittance@aecom.com](mailto:CashAppsRemittance@aecom.com)



AECOM  
500 SW 7th Street  
Suite 301  
Des Moines, Iowa 50309  
www.aecom.com

515.323.7910 tel  
515.244.4803 fax

April 2, 2025

Ms. Leslie Hart, PE, PTOE  
Traffic Engineering Manager  
City of Ankeny

Subject: **I35 and NE 36<sup>th</sup> Street Interchange Improvements**  
**Progress Report No. 01**  
**AECOM #60751780**

Dear Ms. Hart:

This progress report summarizes the work completed on the I35 and NE 36<sup>th</sup> Street Interchange project from Project Start through March 28, 2025. The following activities were accomplished during this time period:

1. Initial collection of crash history and started summarizing data and findings.
2. Review of traffic count data and initial Synchro models.
3. Initial review of current traffic operation.

The following work is anticipated during the upcoming weeks:

1. Continue safety analysis.
2. Continue review of current traffic operations.
3. Begin traffic forecasting and forecasted operations review.
4. Hold kickoff meeting with City of Ankeny.

The project is proceeding within the current contract budget and schedule. Please contact us if you have any questions regarding this report.

Yours sincerely,

Todd L. Allyn, PE

Michelle M. Sweeney, PE, PTOE

L:\DCS\Projects\TRN\60751780\_ANK\_I35-NE\_36th\_Interchan\300\_Communications\310\_Client\PR 01 - I35 and NE 36th.docx

Check Payment to:  
AECOM Technical Services, Inc.  
An AECOM Company  
1178 Paysphere Circle  
Chicago, IL 60674

ACH Payment to:  
AECOM Technical Services, Inc.  
An AECOM Company  
Bank of America  
Account Number 5800937020  
ABA Number 071000039

Wire Transfer Payment to:  
AECOM Technical Services, Inc.  
An AECOM Company  
Bank of America  
New York, NY 10001  
Account Number 5800937020  
ABA Number 026009593  
SWIFT CODE BOFAUS3N



501 Sycamore Street, Suite 222, Waterloo, IA 50703  
Tel: 319-232-6531  
Fax: 319-232-0271

Federal Tax ID No. 95-2661922

ATTN : Leslie Hart  
Ankeny, IA, City of  
410 West First Street  
Ankeny, IA 50023  
United States

Invoice Date: 03-APR-25  
Invoice Number: 2001004207

Agreement Number: 60751780  
Agreement Description:

Payment Term: 30 DAYS  
Agreement Dated 02/17/2025  
*Please reference Invoice Number and Project Number with Remittance*

Project Number : 60751780 Project Name : ANK - I35 and NE 36th St Interchange  
Bill Through Date : 20-FEB-25 - 28-MAR-25  
AECOM Project Manager: Allyn, Todd L  
Agreement Dated 02/17/2025

| Labor Multiplier          |                      |           |       |       |          |            |
|---------------------------|----------------------|-----------|-------|-------|----------|------------|
| Employee Name/Title       | Title/Expenditure    | Date      | Hours | Rate  | Raw Cost | Billed Amt |
| Adhikari, Rosy (Rosy)     | Professional         | 28-FEB-25 | 9.00  | 33.35 | 300.12   |            |
| Adhikari, Rosy (Rosy)     | Professional         | 07-MAR-25 | 24.00 | 33.35 | 800.31   |            |
| Adhikari, Rosy (Rosy)     | Professional         | 14-MAR-25 | 0.50  | 33.35 | 16.68    |            |
| Adhikari, Rosy (Rosy)     | Professional         | 21-MAR-25 | 0.50  | 33.35 | 16.68    |            |
| Allyn, Todd L             | Project Professional | 21-MAR-25 | 2.00  | 72.40 | 144.81   |            |
| Bernhardt, Mary E         | Project Support      | 28-FEB-25 | 1.50  | 43.36 | 65.05    |            |
| Degen, Michael N          | Professional         | 21-MAR-25 | 1.00  | 47.03 | 47.04    |            |
| Salomonsen, Derek A       | Staff Professional   | 28-FEB-25 | 1.00  | 60.32 | 60.32    |            |
| Salomonsen, Derek A       | Staff Professional   | 14-MAR-25 | 0.50  | 60.32 | 30.16    |            |
| Salomonsen, Derek A       | Staff Professional   | 21-MAR-25 | 1.00  | 60.32 | 60.32    |            |
| Salomonsen, Derek A       | Staff Professional   | 28-MAR-25 | 1.00  | 60.32 | 60.32    |            |
| Sweeney, Michelle         | Senior Professional  | 21-MAR-25 | 1.00  | 96.69 | 96.69    |            |
| Sweeney, Michelle         | Senior Professional  | 28-MAR-25 | 0.50  | 96.69 | 48.35    |            |
| Van Sickle, Ethan (Ethan) | Professional         | 28-FEB-25 | 1.00  | 36.08 | 36.09    |            |
| Van Sickle, Ethan (Ethan) | Professional         | 07-MAR-25 | 1.00  | 36.08 | 36.09    |            |
| Van Sickle, Ethan (Ethan) | Professional         | 14-MAR-25 | 5.00  | 36.08 | 180.42   |            |
| Van Sickle, Ethan (Ethan) | Professional         | 21-MAR-25 | 0.00  | 36.08 | 0.01     |            |
| Van Sickle, Ethan (Ethan) | Professional         | 28-MAR-25 | 11.00 | 36.08 | 396.91   |            |
| Total Labor Multiplier    |                      |           | 61.50 |       | 2,396.37 | 2,396.37   |

OverHead Markup 3,007.45

Labor CPFF Total 5,403.82

| Lump Sum        |  |            |
|-----------------|--|------------|
| Description     |  | Billed Amt |
| Fixed Fee Labor |  | 702.50     |
| Total Lump Sum  |  | 702.50     |

Project Total : ANK - I35 and NE 36th St Interchange 6,106.32

| Invoice Summaries      |  |          |
|------------------------|--|----------|
| Total Current Amount : |  | 6,106.32 |
| Retention Amount :     |  | 0.00     |
| Pre-Tax Amount :       |  | 6,106.32 |
| Tax Amount :           |  | 0.00     |
| Total Invoice Amount : |  | 6,106.32 |

| Billing Summaries      |                 |              |                 |              |               |
|------------------------|-----------------|--------------|-----------------|--------------|---------------|
| <u>Billing Summary</u> | <u>Current</u>  | <u>Prior</u> | <u>Total</u>    | <u>Limit</u> | <u>Remain</u> |
| Billings               | 6,106.32        | 0.00         | 6,106.32        | 141,600.00   | 135,493.68    |
| <b>Billing Total :</b> | <u>6,106.32</u> | <u>0.00</u>  | <u>6,106.32</u> |              |               |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #6 in the amount of \$50,082.00 to Brothers Cleaning Corporation, DBA Brothers Concrete, for construction services on the Rally Complex Park Development project.

ORIGINATING DEPARTMENT  
Parks & Recreation

COUNCIL GOAL

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Payment #6



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: 2023 Rally Complex Park Development  
Contractor: Brothers Cleaning Corp. DBA Brothers Concrete  
Address: 4000 Colfax Avenue, Des Moines, IA 50317  
Finance Budget Code: 897.2897.4408 Finance Project #: 897.4408  
Vendor Project #: Purchase Order #:  
Original Contract Date: September 18, 2023 Vendor Account #:

Date of Council Meeting: April 21, 2025 Payment Application #: 6  
Payment Period: From: January 21, 2025 Through: April 5, 2025

## Contract Summary:

|                                         |    |              |  |
|-----------------------------------------|----|--------------|--|
| Original Contract Amount:               | \$ | 1,736,692.10 |  |
| Net Change by Change Orders:            | \$ | 65,334.00    |  |
| Contract Amount to Date: (line 1 ± 2)   | \$ | 1,802,026.10 |  |
| Total Completed and Stored to Date:     | \$ | 1,624,262.10 |  |
| Retainage: 5 % of Completed Work:       | \$ | 81,213.11    |  |
| Total Earned Less Retainage:            | \$ | 1,543,048.99 |  |
| Less Previous Applications for Payment: | \$ | 1,492,966.99 |  |
| SUBTOTAL:                               | \$ | 50,082.00    |  |
| OTHER CHARGES:                          | \$ | -            |  |
| CURRENT PAYMENT DUE:                    | \$ | 50,082.00    |  |
| Balance to Finish, Including Retainage: | \$ | 258,977.11   |  |
| Contract Time Remaining:                | -  | #            |  |

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

Construction Contractor Approval: Brothers Cleaning Corp. DBA Brothers Concrete  
Signature: JOSE CAVANO Firm Name: \_\_\_\_\_ Date: 4/10/2025

Engineer / Consultant Approval: Nilles Associates, Inc.  
Signature: [Signature] Firm Name: \_\_\_\_\_ Date: 4/10/2025

City of Ankeny Staff Approval: [Signature]  
Signature: \_\_\_\_\_ Date: 4/11/25

Submit to: Nick Lenox, Director of Parks & Recreation  
E-mail: NLenox@AnkenyIowa.gov Phone Number: 515-963-3576

Date Printed: 4/8/2025



## APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

| ITEM NO.                                        | DESCRIPTION<br>(Include Change Order # if Applicable) | UNITS | ORIGINAL PROPOSED QUANTITY | QUANTITY CHANGE (BY CHANGE ORDER) | TOTAL QUANTITY | UNIT PRICE  | EXTENDED PRICE | TOTAL QUANTITY THIS PAY PERIOD | TOTAL VALUE THIS PAY PERIOD | TOTAL QUANTITY FROM PREVIOUS PAY PERIODS | TOTAL QUANTITY COMPLETE | TOTAL VALUE OF COMPLETED WORK | REMAINING QUANTITY | PERCENT COMPLETE |
|-------------------------------------------------|-------------------------------------------------------|-------|----------------------------|-----------------------------------|----------------|-------------|----------------|--------------------------------|-----------------------------|------------------------------------------|-------------------------|-------------------------------|--------------------|------------------|
| <b>EARTHWORK</b>                                |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 2.01                                            | Clearing and Grubbing by Units                        | UNIT  | 122                        |                                   | 122.00         | \$125.00    | \$ 15,250.00   |                                | \$ -                        | 122.00                                   | 122.00                  | \$ 15,250.00                  | 0.00               | 100.00%          |
| 2.02                                            | Vegetation Removal by Area                            | AC    | 2                          |                                   | 2.00           | \$8,150.00  | \$ 16,300.00   |                                | \$ -                        | 2.00                                     | 2.00                    | \$ 16,300.00                  | 0.00               | 100.00%          |
| 2.03                                            | Topsoil, On-Site, 4" Depth                            | CY    | 3,200                      |                                   | 3,200.00       | \$8.00      | \$ 25,600.00   |                                | \$ -                        | 3,200.00                                 | 3,200.00                | \$ 25,600.00                  | 0.00               | 100.00%          |
| 2.04                                            | Excavation, Class 10                                  | CY    | 4,867                      |                                   | 4,867.00       | \$5.00      | \$ 24,335.00   |                                | \$ -                        | 4,867.00                                 | 4,867.00                | \$ 24,335.00                  | 0.00               | 100.00%          |
| 2.05                                            | Subgrade Preparation, 12" Depth                       | SY    | 5,725                      |                                   | 5,725.00       | \$2.50      | \$ 14,312.50   |                                | \$ -                        | 5,725.00                                 | 5,725.00                | \$ 14,312.50                  | 0.00               | 100.00%          |
| 2.06                                            | Compaction Testing                                    | LS    | 1                          |                                   | 1.00           | \$2,500.00  | \$ 2,500.00    |                                | \$ -                        | 0.50                                     | 0.50                    | \$ 1,250.00                   | 0.50               | 50.00%           |
| <b>SEWERS AND DRAINS</b>                        |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 4.01                                            | Sanitary Sewer Service Stub                           | LF    | 308                        |                                   | 308.00         | \$60.50     | \$ 18,634.00   |                                | \$ -                        | 308.00                                   | 308.00                  | \$ 18,634.00                  | 0.00               | 100.00%          |
| 4.02                                            | Sanitary Sewer Cleanout                               | EA    | 3                          |                                   | 3.00           | \$1,580.00  | \$ 4,740.00    |                                | \$ -                        | 3.00                                     | 3.00                    | \$ 4,740.00                   | 0.00               | 100.00%          |
| 4.03                                            | Storm Sewer, Trenched, PVC, 6" dia.                   | LF    | 110                        |                                   | 110.00         | \$48.50     | \$ 5,335.00    |                                | \$ -                        | 110.00                                   | 110.00                  | \$ 5,335.00                   | 0.00               | 100.00%          |
| 4.04                                            | Storm Sewer, Trenched, PVC, 12" dia.                  | LF    | 391                        |                                   | 391.00         | \$55.00     | \$ 21,505.00   |                                | \$ -                        | 391.00                                   | 391.00                  | \$ 21,505.00                  | 0.00               | 100.00%          |
| 4.05                                            | Pipe Apron, PVC, 12" dia.                             | EA    | 1                          |                                   | 1.00           | \$1,850.00  | \$ 1,850.00    |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 1,850.00                   | 0.00               | 100.00%          |
| <b>WATER MAINS AND APPURTENANCES</b>            |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 5.01                                            | Water Service, 2" dia. (Includes connection to main)  | LF    | 293                        |                                   | 293.00         | \$27.00     | \$ 7,911.00    |                                | \$ -                        | 293.00                                   | 293.00                  | \$ 7,911.00                   | 0.00               | 100.00%          |
| 5.02                                            | Water Service, 1" dia.                                | LF    | 164                        |                                   | 164.00         | \$25.00     | \$ 4,100.00    |                                | \$ -                        | 164.00                                   | 164.00                  | \$ 4,100.00                   | 0.00               | 100.00%          |
| 5.03                                            | Water Service Abandonment, 1" dia.                    | LS    | 1                          |                                   | 1.00           | \$8,500.00  | \$ 8,500.00    |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 8,500.00                   | 0.00               | 100.00%          |
| 5.04                                            | Drinking Fountain Connection, Installation & Sump Pit | LS    | 1                          |                                   | 1.00           | \$7,980.00  | \$ 7,980.00    |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 7,980.00                   | 0.00               | 100.00%          |
| 5.05                                            | Water Appurtenances Within Mechanical Room            | LS    | 1                          |                                   | 1.00           | \$5,250.00  | \$ 5,250.00    | 0.50                           | \$ 2,625.00                 | 0.50                                     | 1.00                    | \$ 5,250.00                   | 0.00               | 100.00%          |
| <b>STRUCTURES FOR SANITARY AND STORM SEWERS</b> |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 6.01                                            | Manhole, SW-401, 48-inch                              | EA    | 1                          |                                   | 1.00           | \$5,250.00  | \$ 5,250.00    |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 5,250.00                   | 0.00               | 100.00%          |
| 6.02                                            | Intake, SW-511 (Hydrodynamic Separator)               | EA    | 1                          |                                   | 1.00           | \$6,500.00  | \$ 6,500.00    |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 6,500.00                   | 0.00               | 100.00%          |
| 6.03                                            | Intake, SW-512, 18" dia.                              | EA    | 4                          |                                   | 4.00           | \$1,850.00  | \$ 7,400.00    |                                | \$ -                        | 4.00                                     | 4.00                    | \$ 7,400.00                   | 0.00               | 100.00%          |
| 6.04                                            | Manhole Adjustment, Minor                             | EA    | 1                          |                                   | 1.00           | \$1,850.00  | \$ 1,850.00    |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 1,850.00                   | 0.00               | 100.00%          |
| 6.05                                            | Manhole Adjustment, Major                             | EA    | 2                          |                                   | 2.00           | \$5,500.00  | \$ 11,000.00   |                                | \$ -                        | 2.00                                     | 2.00                    | \$ 11,000.00                  | 0.00               | 100.00%          |
| <b>STREETS AND RELATED WORK</b>                 |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 7.01                                            | Removal of Pavement, 8-inch                           | SY    | 186                        |                                   | 186.00         | \$18.50     | \$ 3,441.00    |                                | \$ -                        | 186.00                                   | 186.00                  | \$ 3,441.00                   | 0.00               | 100.00%          |
| 7.02                                            | Pavement, PCC, 8-inch, non-reinforced, with CD Joints | SY    | 191                        |                                   | 191.00         | \$70.00     | \$ 13,370.00   |                                | \$ -                        | 191.00                                   | 191.00                  | \$ 13,370.00                  | 0.00               | 100.00%          |
| 7.03                                            | Parking Lot Pavement, PCC, 6-inch Non-Reinforced      | SY    | 2,312                      |                                   | 2,312.00       | \$60.00     | \$ 138,720.00  |                                | \$ -                        | 2,312.00                                 | 2,312.00                | \$ 138,720.00                 | 0.00               | 100.00%          |
| 7.04                                            | PCC Pavement Samples and Testing                      | LS    | 1                          |                                   | 1.00           | \$2,850.00  | \$ 2,850.00    |                                | \$ -                        | 0.80                                     | 0.80                    | \$ 2,280.00                   | 0.20               | 80.00%           |
| 7.05                                            | Removal of Sidewalk                                   | SY    | 86                         |                                   | 86.00          | \$12.00     | \$ 1,032.00    |                                | \$ -                        | 86.00                                    | 86.00                   | \$ 1,032.00                   | 0.00               | 100.00%          |
| 7.06                                            | Removal of Curb                                       | LF    | 63                         |                                   | 63.00          | \$16.00     | \$ 1,008.00    |                                | \$ -                        | 63.00                                    | 63.00                   | \$ 1,008.00                   | 0.00               | 100.00%          |
| 7.07                                            | Sidewalk, PCC, 5-inch Non-Reinforced                  | SY    | 1,295                      |                                   | 1,295.00       | \$57.00     | \$ 73,815.00   |                                | \$ -                        | 1,295.00                                 | 1,295.00                | \$ 73,815.00                  | 0.00               | 100.00%          |
| 7.08                                            | Sidewalk, PCC, 5-inch, Class A Curb Sidewalk          | SY    | 216                        |                                   | 216.00         | \$65.00     | \$ 14,040.00   |                                | \$ -                        | 216.00                                   | 216.00                  | \$ 14,040.00                  | 0.00               | 100.00%          |
| 7.09                                            | Sidewalk Ramp, PCC, 6-inch, Non-Reinforced            | SF    | 97                         |                                   | 97.00          | \$70.00     | \$ 6,790.00    |                                | \$ -                        | 97.00                                    | 97.00                   | \$ 6,790.00                   | 0.00               | 100.00%          |
| 7.10                                            | Detachable Warning, Cast Iron                         | SF    | 40                         |                                   | 40.00          | \$85.00     | \$ 3,400.00    |                                | \$ -                        | 40.00                                    | 40.00                   | \$ 3,400.00                   | 0.00               | 100.00%          |
| 7.11                                            | Detachable Warning, Cast-In-Place, Replaceable        | SF    | 16                         |                                   | 16.00          | \$65.00     | \$ 1,040.00    |                                | \$ -                        | 16.00                                    | 16.00                   | \$ 1,040.00                   | 0.00               | 100.00%          |
| 7.12                                            | Sidewalk Assurance Testing                            | LS    | 1                          |                                   | 1.00           | \$1,850.00  | \$ 1,850.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 1.00               | 0.00%            |
| <b>TRAFFIC CONTROL</b>                          |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 8.01                                            | Painted Pavement Markings, Durable                    | STA   | 10.50                      |                                   | 10.50          | \$425.00    | \$ 4,462.50    |                                | \$ -                        | 10.50                                    | 10.50                   | \$ 4,462.50                   | 0.00               | 100.00%          |
| 8.02                                            | Painted Pavement Markings, Waterborne, White          | STA   | 12.50                      |                                   | 12.50          | \$320.00    | \$ 4,000.00    |                                | \$ -                        | 12.50                                    | 12.50                   | \$ 4,000.00                   | 0.00               | 100.00%          |
| 8.03                                            | Painted Symbols, Durable                              | EA    | 2                          |                                   | 2.00           | \$650.00    | \$ 1,300.00    |                                | \$ -                        | 2.00                                     | 2.00                    | \$ 1,300.00                   | 0.00               | 100.00%          |
| 8.04                                            | Pavement Markings Symbols, Waterborne, White          | EA    | 3                          |                                   | 3.00           | \$550.00    | \$ 1,650.00    |                                | \$ -                        | 3.00                                     | 3.00                    | \$ 1,650.00                   | 0.00               | 100.00%          |
| 8.05                                            | Pavement Markings Symbols, Waterborne, White          | STA   | 8.84                       |                                   | 8.84           | \$165.00    | \$ 1,458.60    |                                | \$ -                        | 8.84                                     | 8.84                    | \$ 1,458.60                   | 0.00               | 100.00%          |
| 8.06                                            | Grooves Cut for Pavement Markings                     | STA   | 10                         |                                   | 10.00          | \$195.00    | \$ 1,950.00    |                                | \$ -                        | 10.00                                    | 10.00                   | \$ 1,950.00                   | 0.00               | 100.00%          |
| 8.07                                            | Grooves Cut for Symbols                               | EA    | 2                          |                                   | 2.00           | \$1,500.00  | \$ 3,000.00    |                                | \$ -                        | 2.00                                     | 2.00                    | \$ 3,000.00                   | 0.00               | 100.00%          |
| 8.08                                            | Temporary Traffic Control                             | LS    | 1                          |                                   | 1.00           | \$24,000.00 | \$ 24,000.00   |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 24,000.00                  | 0.00               | 100.00%          |
| 8.09                                            | Traffic Signs                                         | EA    | 6                          |                                   | 6.00           | \$950.00    | \$ 5,700.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 6.00               | 0.00%            |
| 8.10                                            | Pre-Cast Concrete Parking Barrier                     | EA    | 1                          |                                   | 1.00           | \$850.00    | \$ 850.00      |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 1.00               | 0.00%            |
| <b>SITE WORK AND LANDSCAPING</b>                |                                                       |       |                            |                                   |                |             |                |                                |                             |                                          |                         |                               |                    |                  |
| 9.01                                            | Conventional Seeding and Fertilizing, Type 1          | AC    | 4                          |                                   | 4.00           | \$3,750.00  | \$ 15,000.00   |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 4.00               | 0.00%            |
| 9.02                                            | Conventional Seeding, Type 3, With Additional Species | AC    | 0.50                       |                                   | 0.50           | \$7,500.00  | \$ 3,750.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 0.50               | 0.00%            |
| 9.03                                            | Conventional Seeding, Athletic Turf Seed Mixture      | AC    | 1.50                       |                                   | 1.50           | \$7,500.00  | \$ 11,250.00   |                                | \$ -                        | 1.50                                     | 1.50                    | \$ 11,250.00                  | 0.00               | 100.00%          |
| 9.04                                            | Hydraulic Mulching, Bonded Fiber Matrix (BFM)         | AC    | 11.50                      |                                   | 11.50          | \$2,750.00  | \$ 31,625.00   |                                | \$ -                        | 11.50                                    | 11.50                   | \$ 31,625.00                  | 0.00               | 100.00%          |
| 9.05                                            | Trees, Deciduous, 1.5" Caliber                        | EA    | 35                         |                                   | 35.00          | \$750.00    | \$ 26,250.00   |                                | \$ -                        | 26.00                                    | 26.00                   | \$ 19,500.00                  | 9.00               | 74.29%           |
| 9.06                                            | Trees, Conifer - 4.5' Height                          | EA    | 4                          |                                   | 4.00           | \$850.00    | \$ 3,400.00    |                                | \$ -                        | 4.00                                     | 4.00                    | \$ 3,400.00                   | 0.00               | 100.00%          |
| 9.07                                            | Shrubs - 24-36" Height Or Spread                      | EA    | 44                         |                                   | 44.00          | \$325.00    | \$ 14,300.00   |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 44.00              | 0.00%            |
| 9.08                                            | Perennials - 1 Gallon Container                       | EA    | 16                         |                                   | 16.00          | \$3,600.00  | \$ 57,600.00   |                                | \$ -                        | 16.00                                    | 16.00                   | \$ 57,600.00                  | 0.00               | 100.00%          |
| 9.09                                            | Shredded Hardwood Mulch                               | SY    | 40                         |                                   | 40.00          | \$45.00     | \$ 1,800.00    | 35.00                          | \$ 1,575.00                 | 5.00                                     | 40.00                   | \$ 1,800.00                   | 0.00               | 100.00%          |
| 9.10                                            | River Rock                                            | TON   | 19                         |                                   | 19.00          | \$65.00     | \$ 1,235.00    |                                | \$ -                        | 19.00                                    | 19.00                   | \$ 1,235.00                   | 0.00               | 100.00%          |
| 9.11                                            | Tree Watering, Per Trip                               | TRIP  | 3                          |                                   | 3.00           | \$1,850.00  | \$ 5,550.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 3.00               | 0.00%            |
| 9.12                                            | Temporary RECP, Type 2.C (Short-term)                 | SY    | 2,100                      |                                   | 2,100.00       | \$2.50      | \$ 5,250.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 2,100.00           | 0.00%            |



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

[illegible]

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

**COMPLETED = \$1,624,262.10**

90.14%

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date               | Amount        |
|-----|--------------------|---------------|
| 1   | May 6, 2024        | \$ 521,704.37 |
| 2   | September 16, 2024 | \$ 122,536.04 |
| 3   | October 7, 2024    | \$ 346,768.81 |
| 4   | November 18, 2024  | \$ 335,251.48 |
| 5   | February 3, 2025   | \$ 166,706.29 |
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## Previous Applications for Payment:

| No. | Date | Amount |
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PREVIOUS PAY APPS TOTAL = \$ 1,492,966.99

## Record of Change Orders:

| No. | Date              | Amount       |
|-----|-------------------|--------------|
| 1   | September 3, 2024 | \$ 41,150.00 |
| 2   | September 3, 2024 | \$ 24,184.00 |
| 3   |                   |              |
| 4   |                   |              |
| 5   |                   |              |
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CHANGE ORDER TOTAL = \$ 65,334.00

## Contract Time Remaining:

Contract Period: \_\_\_\_\_  
Construction Start Date: \_\_\_\_\_

## Substantial Completion:

Contract Working Days: \_\_\_\_\_  
Added by Change Order: \_\_\_\_\_  
Total Working Days: \_\_\_\_\_  
Working Days Used to Date: \_\_\_\_\_  
Working Days Remaining: \_\_\_\_\_

## Full Completion:

Contract Working Days: \_\_\_\_\_  
Added by Change Order: \_\_\_\_\_  
Total Working Days: \_\_\_\_\_  
Working Days Used to Date: \_\_\_\_\_  
Working Days Remaining: \_\_\_\_\_





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #1 in the amount of \$6,234.00 to Civil Design Advantage, LLC, for engineering services on the Westlawn Place Area Utility Improvements - Phase 1 project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. CDA - Pymt #1



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Westlawn Place Area Utility Improvements - Phase 1  
Contractor: Civil Design Advantage, LLC  
Address: 4121 NW Urbandale Drive Urbandale, Iowa 50322  
Finance Budget Code: 25% to Each Finance Project #: 25% to Each  
610.3610.4210/650.3650.4210/963.3963.4210/680.3680.4210 610.4210/650.4210/963.4210/680.4210  
Vendor Project #: \_\_\_\_\_ Purchase Order #: \_\_\_\_\_  
Original Contract Date: March 17, 2025 Vendor Account #: 2407

Date of Council Meeting: April 21, 2025 Payment Application #: 1  
Payment Period: From: March 18, 2025 Through: March 30, 2025

## Contract Summary:

|                                         |    |            |          |
|-----------------------------------------|----|------------|----------|
| Original Contract Amount:               | \$ | 314,241.00 |          |
| Net Change by Change Orders:            | \$ | -          |          |
| Contract Amount to Date: (line 1 ± 2)   | \$ | 314,241.00 |          |
|                                         |    |            |          |
| Total Completed and Stored to Date:     | \$ | 6,234.00   |          |
| Retainage: _____ % of Completed Work:   | \$ | -          |          |
| Total Earned Less Retainage:            | \$ | 6,234.00   |          |
| Less Previous Applications for Payment: | \$ | -          |          |
| SUBTOTAL:                               | \$ |            | 6,234.00 |
|                                         |    |            |          |
| OTHER CHARGES:                          | \$ |            | -        |
|                                         |    |            |          |
| CURRENT PAYMENT DUE:                    | \$ |            | 6,234.00 |

Balance to Finish, Including Retainage: \$ 308,007.00

Contract Time Remaining (Substantial): \_\_\_\_\_ - #  
Contract Time Remaining (Full): \_\_\_\_\_ - #

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

## Construction Contractor Approval:

Firm Name

Signature

Date

## Engineer / Consultant Approval:

Civil Design Advantage

Firm Name

Signature

04/03/2025

Date

## City of Ankeny Staff Approval:

Signature

Date

Submit to:

Adam Lust, Public Works Engineering Manager

E-mail:

[Alust@AnkenyIowa.gov](mailto:Alust@AnkenyIowa.gov)

Phone Number:

(515) 963-3537

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date | Amount |
|-----|------|--------|
| 1   |      |        |
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## Previous Applications for Payment:

| No. | Date | Amount |
|-----|------|--------|
| 36  |      |        |
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PREVIOUS PAY APPS TOTAL = \$ -

## Record of Change Orders:

| No. | Date | Amount |
|-----|------|--------|
| 1   |      |        |
| 2   |      |        |
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CHANGE ORDER TOTAL = \$ -

## Contract Time Remaining:

Contract Period: \_\_\_\_\_

Construction Start Date: \_\_\_\_\_

## Substantial Completion:

Contract Working Days: \_\_\_\_\_

Added by Change Order: \_\_\_\_\_

Total Working Days: \_\_\_\_\_

Working Days Used to Date: \_\_\_\_\_

Working Days Remaining: \_\_\_\_\_

## Full Completion:

Contract Working Days: \_\_\_\_\_

Added by Change Order: \_\_\_\_\_

Total Working Days: \_\_\_\_\_

Working Days Used to Date: \_\_\_\_\_

Working Days Remaining: \_\_\_\_\_

April 03, 2025

Attn: Adam Lust, P.E.  
City of Ankeny, Public Works Engineering Manager  
1210 NW Prairie Ridge Drive  
Ankeny, IA 50023

RE: Billing Information Report #1  
Westlawn Place Area Utility Improvements – Phase 1  
Ankeny, Iowa  
CDA 2503.213

Dear Adam:

Enclosed is a copy of Billing Information Report #1 for Westlawn Place Area Utility Improvements – Phase 1.

During this time, Civil Design Advantage prepared the Phase 1 PSA, conducted a project meeting with subconsultants and the city to discuss the project's right-of-way services, and started to prepare construction drawings for the Westlawn Place Area Utility Improvements – Phase 1 project.

Please contact me with any comments or questions.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC



Eric Schulte, P.E.  
Project Manager

Enclosures



Civil Design Advantage LLC  
 4121 NW Urbandale Drive  
 Urbandale, Iowa 50322  
 (515) 369-4400



**INVOICE**

To pay invoice online, please visit:  
<https://www.gobilandpay.com/cda>

City of Ankeny  
 Adam Lust  
 220 W 1st St  
 Ankeny, IA 50023

April 2, 2025  
 Project No: 2503.213  
 Invoice No: 48146  
 Due Date: May 2, 2025

Project 2503.213 C. Ankeny-Westlawn Pl Area Utility Imp 1  
Professional Services from March 18, 2025 through March 30, 2025

|      |     |                            |                        |             |
|------|-----|----------------------------|------------------------|-------------|
| Task | 103 | Limited Topographic Survey |                        |             |
|      |     |                            | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                                         |                        |             |
|------|-----|-----------------------------------------|------------------------|-------------|
| Task | 203 | Stormwater Preliminary and Final Design |                        |             |
|      |     |                                         | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                       |  |  |
|------|-----|-----------------------|--|--|
| Task | 208 | Right of Way Services |  |  |
|------|-----|-----------------------|--|--|

**Professional Personnel**

|            |                    | <b>Hours</b> | <b>Rate</b>            | <b>Amount</b> |                 |
|------------|--------------------|--------------|------------------------|---------------|-----------------|
| Engineer 7 |                    | 1.00         | 174.00                 | 174.00        |                 |
|            | <b>Total Labor</b> |              |                        |               | <b>174.00</b>   |
|            |                    |              | <b>Total this Task</b> |               | <b>\$174.00</b> |

|      |     |                              |                        |             |
|------|-----|------------------------------|------------------------|-------------|
| Task | 209 | Private Utility Coordination |                        |             |
|      |     |                              | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                   |                        |             |
|------|-----|-------------------|------------------------|-------------|
| Task | 301 | Structural Design |                        |             |
|      |     |                   | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                                      |  |  |
|------|-----|--------------------------------------|--|--|
| Task | 302 | Construction Dwg Prep - Prelim Plans |  |  |
|------|-----|--------------------------------------|--|--|

**Professional Personnel**

|                           |                    | <b>Hours</b> | <b>Rate</b>            | <b>Amount</b> |                   |
|---------------------------|--------------------|--------------|------------------------|---------------|-------------------|
| Principal/Senior Engineer |                    | 9.00         | 215.00                 | 1,935.00      |                   |
| Engineer 7                |                    | 17.00        | 174.00                 | 2,958.00      |                   |
|                           | <b>Total Labor</b> |              |                        |               | <b>4,893.00</b>   |
|                           |                    |              | <b>Total this Task</b> |               | <b>\$4,893.00</b> |

|      |     |                                     |                        |             |
|------|-----|-------------------------------------|------------------------|-------------|
| Task | 303 | Construction Dwg Prep - Check Plans |                        |             |
|      |     |                                     | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                                     |                        |             |
|------|-----|-------------------------------------|------------------------|-------------|
| Task | 304 | Construction Dwg Prep - Final Plans |                        |             |
|      |     |                                     | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                                       |                        |             |
|------|-----|---------------------------------------|------------------------|-------------|
| Task | 306 | Easement/Acquisition Plat Preparation |                        |             |
|      |     |                                       | <b>Total this Task</b> | <b>0.00</b> |

|      |     |          |  |  |
|------|-----|----------|--|--|
| Task | 501 | Meetings |  |  |
|------|-----|----------|--|--|

**Professional Personnel**

|                       |                           |                           | Hours | Rate                      | Amount         |                          |
|-----------------------|---------------------------|---------------------------|-------|---------------------------|----------------|--------------------------|
|                       | Principal/Senior Engineer |                           | 3.00  | 215.00                    | 645.00         |                          |
|                       | Engineer 7                |                           | 3.00  | 174.00                    | 522.00         |                          |
|                       | <b>Total Labor</b>        |                           |       |                           |                | <b>1,167.00</b>          |
|                       |                           |                           |       | <b>Total this Task</b>    |                | <b>\$1,167.00</b>        |
| Task                  | 502                       | Public Outreach           |       |                           |                |                          |
|                       |                           |                           |       | <b>Total this Task</b>    |                | <b>0.00</b>              |
| Task                  | 701                       | Geotechnical Consultation |       |                           |                |                          |
|                       |                           |                           |       | <b>Total this Task</b>    |                | <b>0.00</b>              |
| Task                  | 998                       | Permits & Fees            |       |                           |                |                          |
|                       |                           |                           |       | <b>Total this Task</b>    |                | <b>0.00</b>              |
| Task                  | 999                       | Reimbursable Expenses     |       |                           |                |                          |
|                       |                           |                           |       | <b>Total this Task</b>    |                | <b>0.00</b>              |
| <b>Billing Limits</b> |                           | <b>Current</b>            |       | <b>Prior</b>              | <b>To-Date</b> |                          |
| Total Billings        |                           | 6,234.00                  |       | 0.00                      | 6,234.00       |                          |
| Limit                 |                           |                           |       |                           | 314,241.00     |                          |
| Remaining             |                           |                           |       |                           | 308,007.00     |                          |
|                       |                           |                           |       | <b>Total this Invoice</b> |                | <b><u>\$6,234.00</u></b> |

To pay invoice online, please visit: <https://www.gobillandpay.com/cda>

Should full compensation of invoice not be provided to Civil Design Advantage, LLC within 30 days of invoice date, said compensation shall be deemed past-due and shall accrue interest at 1.5% per month.

Project Manager      Eric Schulte



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #13 in the amount of \$14,553.00 to Civil Design Advantage, LLC, for engineering services on the Westlawn Place Area Utility Improvements - Conceptual Design project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. CDA - Pymt #13



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Westlawn Place Area Utility Improvements - Conceptual Design  
Contractor: Civil Design Advantage, LLC  
Address: 4121 NW Urbandale Drive Urbandale, Iowa 50322  
Finance Budget Code: 33.33% to Each Finance Project #: 33.33% to Each  
610.3610.4210/650.3650.4210/963.3963.4210 610.4210/650.4210/963.4210  
Vendor Project #: \_\_\_\_\_ Purchase Order #: \_\_\_\_\_  
Original Contract Date: March 18, 2024 Vendor Account #: 2407

Date of Council Meeting: April 21, 2025 Payment Application #: 13

Payment Period: From: March 3, 2025 Through: March 30, 2025

## Contract Summary:

|                                         |    |            |           |
|-----------------------------------------|----|------------|-----------|
| Original Contract Amount:               | \$ | 454,367.00 |           |
| Net Change by Change Orders:            | \$ | -          |           |
| Contract Amount to Date: (line 1 ± 2)   | \$ | 454,367.00 |           |
| Total Completed and Stored to Date:     | \$ | 426,612.05 |           |
| Retainage: _____ % of Completed Work:   | \$ | -          |           |
| Total Earned Less Retainage:            | \$ | 426,612.05 |           |
| Less Previous Applications for Payment: | \$ | 412,059.05 |           |
| SUBTOTAL:                               | \$ |            | 14,553.00 |

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 14,553.00

Balance to Finish, Including Retainage: \$ 27,754.95

Contract Time Remaining (Substantial): - #

Contract Time Remaining (Full): - #

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

Construction Contractor Approval:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Civil Design Advantage

Firm Name

Signature

04/03/2025

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Adam Lust, Public Works Engineering Manager

E-mail:

[Alust@Ankenylowa.gov](mailto:Alust@Ankenylowa.gov)

Phone Number:

(515) 963-3537

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date               | Amount        |
|-----|--------------------|---------------|
| 1   | April 15, 2024     | \$ 102,447.85 |
| 2   | May 20, 2024       | \$ 18,370.51  |
| 3   | June 17, 2023      | \$ 61,879.44  |
| 4   | July 15, 2024      | \$ 24,686.66  |
| 5   | August 19, 2024    | \$ 27,442.00  |
| 6   | September 16, 2024 | \$ 16,234.75  |
| 7   | October 21, 2024   | \$ 44,324.01  |
| 8   | November 18, 2024  | \$ 75,832.50  |
| 9   | December 16, 2024  | \$ 7,896.00   |
| 10  | January 21, 2025   | \$ 3,818.50   |
| 11  | February 17, 2025  | \$ 9,662.58   |
| 12  | March 17, 2025     | \$ 19,464.25  |
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## Previous Applications for Payment:

| No. | Date | Amount |
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PREVIOUS PAY APPS TOTAL = \$ 412,059.05

## Record of Change Orders:

| No. | Date | Amount |
|-----|------|--------|
| 1   |      |        |
| 2   |      |        |
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CHANGE ORDER TOTAL = \$ -

## Contract Time Remaining:

Contract Period: \_\_\_\_\_  
Construction Start Date: \_\_\_\_\_

## Substantial Completion:

Contract Working Days: \_\_\_\_\_  
Added by Change Order: \_\_\_\_\_  
Total Working Days: \_\_\_\_\_  
Working Days Used to Date: \_\_\_\_\_  
Working Days Remaining: \_\_\_\_\_

## Full Completion:

Contract Working Days: \_\_\_\_\_  
Added by Change Order: \_\_\_\_\_  
Total Working Days: \_\_\_\_\_  
Working Days Used to Date: \_\_\_\_\_  
Working Days Remaining: \_\_\_\_\_



CIVIL ENGINEERS  
SURVEYORS  
PLANNERS  
LANDSCAPE ARCHITECTS

April 03, 2025

Attn: Adam Lust, P.E.  
City of Ankeny, Public Works Engineering Manager  
1210 NW Prairie Ridge Drive  
Ankeny, IA 50023

RE: Billing Information Report #13  
Westlawn Place Area Utility Improvements – Conceptual Design  
Ankeny, Iowa  
CDA 2312.796

Dear Adam:

Enclosed is a copy of Billing Information Report #13 for Westlawn Place Area Utility Improvements – Conceptual Design.

Civil Design Advantage has started addressing city plan comments, coordinated meetings with subconsultants, and continued utility coordination. We have coordinated with MEC gas and prepared a proposed pothole exhibit for the Westlawn Place Area Utility Improvements—Conceptual Design project.

Please contact me with any comments or questions.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC

Eric Schulte, P.E.  
Project Manager

Enclosures



Civil Design Advantage LLC  
 4121 NW Urbandale Drive  
 Urbandale, Iowa 50322  
 (515) 369-4400



**INVOICE**

To pay invoice online, please visit:  
<https://www.gobillandpay.com/cda>

City of Ankeny  
 Adam Lust  
 220 W 1st St  
 Ankeny, IA 50023

April 2, 2025  
 Project No: 2312.796  
 Invoice No: 48145  
 Due Date: May 2, 2025

Project 2312.796 C. Ankeny - Westlawn PI Area Utility Imp  
Professional Services from March 3, 2025 through March 30, 2025

|      |     |                                      |                        |             |
|------|-----|--------------------------------------|------------------------|-------------|
| Task | 103 | Topographic Survey/Existing ROW Est. |                        |             |
|      |     |                                      | <b>Total this Task</b> | <b>0.00</b> |

|                               |     |                              |
|-------------------------------|-----|------------------------------|
| Task                          | 105 | Existing Utility Information |
| <b>Professional Personnel</b> |     |                              |

|                    | Hours | Rate   | Amount                 |                 |
|--------------------|-------|--------|------------------------|-----------------|
| Engineer 7         | 3.50  | 174.00 | 609.00                 |                 |
| <b>Total Labor</b> |       |        |                        | <b>609.00</b>   |
|                    |       |        | <b>Total this Task</b> | <b>\$609.00</b> |

|      |     |                     |                        |             |
|------|-----|---------------------|------------------------|-------------|
| Task | 203 | Stormwater Analysis |                        |             |
|      |     |                     | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                            |                        |             |
|------|-----|----------------------------|------------------------|-------------|
| Task | 206 | Geotechnical Investigation |                        |             |
|      |     |                            | <b>Total this Task</b> | <b>0.00</b> |

|      |     |                              |                        |             |
|------|-----|------------------------------|------------------------|-------------|
| Task | 230 | Estimated Construction Costs |                        |             |
|      |     |                              | <b>Total this Task</b> | <b>0.00</b> |

|                               |     |                                          |
|-------------------------------|-----|------------------------------------------|
| Task                          | 302 | Conceptual CD Preparation (30% Complete) |
| <b>Professional Personnel</b> |     |                                          |

|                    | Hours | Rate   | Amount                 |                    |
|--------------------|-------|--------|------------------------|--------------------|
| Engineer 4         | 11.00 | 136.00 | 1,496.00               |                    |
| Engineer 7         | 48.00 | 174.00 | 8,352.00               |                    |
| Technician 7       | 18.00 | 134.00 | 2,412.00               |                    |
| <b>Total Labor</b> |       |        |                        | <b>12,260.00</b>   |
|                    |       |        | <b>Total this Task</b> | <b>\$12,260.00</b> |

|      |     |                |                        |             |
|------|-----|----------------|------------------------|-------------|
| Task | 402 | Design Memo(s) |                        |             |
|      |     |                | <b>Total this Task</b> | <b>0.00</b> |

|                               |     |                              |
|-------------------------------|-----|------------------------------|
| Task                          | 404 | Private Utility Coordination |
| <b>Professional Personnel</b> |     |                              |

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Engineer 4         | 1.00  | 136.00 | 136.00 |               |
| <b>Total Labor</b> |       |        |        | <b>136.00</b> |

|                        |                |                                          |                      |            |          |
|------------------------|----------------|------------------------------------------|----------------------|------------|----------|
| Project                | 2312.796       | C. Ankeny - Westlawn PI Area Utility Imp | Invoice              | 48145      |          |
| Total this Task        |                |                                          | \$136.00             |            |          |
| Task                   | 405            | Right-of-Way (ROW) Needs Determination   | Total this Task 0.00 |            |          |
| Task                   | 501            | Meetings                                 |                      |            |          |
| Professional Personnel |                |                                          |                      |            |          |
|                        |                |                                          | Hours                | Rate       | Amount   |
|                        |                | Principal/Senior Engineer                | 4.00                 | 215.00     | 860.00   |
|                        |                | Engineer 4                               | 2.50                 | 136.00     | 340.00   |
|                        |                | Engineer 7                               | 2.00                 | 174.00     | 348.00   |
|                        |                | Total Labor                              |                      |            | 1,548.00 |
| Total this Task        |                |                                          | \$1,548.00           |            |          |
| Task                   | 998            | Permits & Fees                           | Total this Task 0.00 |            |          |
| Task                   | 999            | Reimbursable Expenses                    | Total this Task 0.00 |            |          |
| Billing Limits         |                |                                          |                      |            |          |
|                        |                | Current                                  | Prior                | To-Date    |          |
|                        | Total Billings | 14,553.00                                | 412,059.05           | 426,612.05 |          |
|                        | Limit          |                                          |                      | 454,367.00 |          |
|                        | Remaining      |                                          |                      | 27,754.95  |          |
| Total this Invoice     |                |                                          | \$14,553.00          |            |          |

Should full compensation of invoice not be provided to Civil Design Advantage, LLC within 30 days of invoice date, said compensation shall be deemed past-due and shall accrue interest at 1.5% per month.

Project Manager Eric Schulte



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #10 in the amount of \$26,635.00 to Foth Infrastructure and Environment, LLC for engineering services on the West First Street Widening and Improvements - Phase 2 project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Foth - Pymt #10



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: West First Street Improvements and Improvements - Phase 2  
Contractor: Foth Infrastructure & Environment, LLC  
Address: PO Box 8418, Carol Stream, IL 60197-8418  
Finance Budget Code: 971.3971.4210 Finance Project #: 971.4210  
Vendor Project #: 0024A002.00 Purchase Order #: N/A  
Original Contract Date: April 15, 2024 Vendor Account #: 2078

Date of Council Meeting: April 21, 2025 Payment Application #: 10  
Payment Period: From: February 1, 2025 Through: February 28, 2025

## Contract Summary:

|                                          |    |              |           |
|------------------------------------------|----|--------------|-----------|
| Original Contract Amount:                | \$ | 746,690.00   |           |
| Net Change by Change Orders:             | \$ | -            |           |
| Contract Amount to Date: (line 1 ± 2)    | \$ | 746,690.00   |           |
| Total Completed and Stored to Date:      | \$ | 606,710.50   |           |
| Retainage: <u>0</u> % of Completed Work: | \$ | -            |           |
| Total Earned Less Retainage:             | \$ | 606,710.50   |           |
| Less Previous Applications for Payment:  | \$ | 580,075.50   |           |
| SUBTOTAL:                                | \$ |              | 26,635.00 |
| OTHER CHARGES:                           | \$ |              | -         |
|                                          |    | 1            |           |
| CURRENT PAYMENT DUE:                     | \$ |              | 26,635.00 |
| Balance to Finish, Including Retainage:  | \$ | 139,979.50   |           |
| Contract Time Remaining (Substantial):   | -  | Working Days |           |
| Contract Time Remaining (Full):          | -  | Working Days |           |

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

Construction Contractor Approval:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Foth Infrastructure & Environment, LLC

Firm Name

Bradley D. Hopkey

Digitally signed by Bradley D. Hopkey  
DN: C=US, E=bradley.hopkey@foth.com, O=Foth Infrastructure & Environment, LLC, OU=Infrastructure  
Division, CN=Bradley D. Hopkey  
Reason: I am approving this document  
Date: 2025.04.02 12:33:21 -05'00'

April 2, 2025

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Jim Haberichter, P.E. - Civil Engineer II

E-mail:

[JHaberichter@Ankenylowa.gov](mailto:JHaberichter@Ankenylowa.gov)

Phone Number:

515-963-3536

Date Printed: 4/2/2025

## APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date              | Amount       |
|-----|-------------------|--------------|
| 1   | June 17, 2024     | \$ 51,003.36 |
| 2   | August 5, 2024    | \$ 84,823.16 |
| 3   | September 3, 2024 | \$ 37,528.40 |
| 4   | October 7, 2024   | \$ 94,076.12 |
| 5   | December 2, 2024  | \$ 88,846.88 |
| 6   | February 3, 2025  | \$ 30,131.30 |
| 7   | February 17, 2025 | \$ 62,112.50 |
| 8   | March 3, 2025     | \$ 62,164.68 |
| 9   | April 7, 2025     | \$ 69,389.10 |
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## Previous Applications for Payment:

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PREVIOUS PAY APPS TOTAL = \$ 580,075.50

## Record of Change Orders:

| No. | Date | Amount |
|-----|------|--------|
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CHANGE ORDER TOTAL = \$ -

## Contract Time Remaining:

Contract Period: Working Days  
Construction Start Date:

## Substantial Completion:

Contract Working Days:  
Added by Change Order:  
Total Working Days: 0.0  
Working Days Used to Date:  
Working Days Remaining: 0.0

## Full Completion:

Contract Working Days:  
Added by Change Order:  
Total Working Days: 0.0  
Working Days Used to Date:  
Working Days Remaining: 0.0

**Invoice**

REMIT TO: Foth Infrastructure & Environment, LLC  
P.O. Box 8418  
Carol Stream, IL 60197-8418

*NOTE: Communications concerning disputed debts, including an instrument tendered as full satisfaction of a disputed debt, are to be sent to Foth Infrastructure & Environment, LLC treasurer, 2121 Innovation Court, Suite 100, P.O. Box 5095, De Pere, WI 54115-5095*

March 20, 2025

Project No: 0024A002.00

Invoice No: 95843

City of Ankeny  
410 W First St.  
Ankeny, IA 50023

**Invoice Total USD 26,635.00**

Project 0024A002.00 West First St Widening and Improvements - Phase 2

Professional Services through February 28, 2025

**Professional Personnel**

|                                  | Hours  | Rate   | Amount           |
|----------------------------------|--------|--------|------------------|
| Engineer/Planner/Scientist VIII  | 41.50  | 228.00 | 9,462.00         |
| Engineer/Planner/Scientist VII   | 1.50   | 213.00 | 319.50           |
| Engineer/Planner/Scientist IV    | 2.00   | 168.00 | 336.00           |
| Engineer/Planner/Scientist III   | 86.50  | 153.00 | 13,234.50        |
| Technician/Designer IX           | 9.00   | 186.00 | 1,674.00         |
| Technician/Designer III          | 1.00   | 118.00 | 118.00           |
| Surveyor/Construction Manager IV | 7.00   | 213.00 | 1,491.00         |
| Totals                           | 148.50 |        | 26,635.00        |
| <b>Total Labor</b>               |        |        | <b>26,635.00</b> |

| Billing Limits | Current   | Prior      | To-Date    |
|----------------|-----------|------------|------------|
| Total Billings | 26,635.00 | 580,075.50 | 606,710.50 |
| Limit          |           |            | 746,690.00 |
| Remaining      |           |            | 139,979.50 |

**Total This Invoice USD 26,635.00**

**Outstanding Invoices**

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 95261        | 2/21/2025 | 69,389.10        |
| <b>Total</b> |           | <b>69,389.10</b> |





**Summary of Services Report - Project Code: 971.4210**

**Project Title:** West First Street Widening and Improvements – Phase 2

**Period:** February 1, 2025 to February 28, 2025

**Work Completed:**

Progress on the project within the report period involved the following work tasks:

- Project coordination and project management.
- Utility coordination continues.
- Preliminary design refinements.

**Work Scheduled:**

The following work tasks will be completed in March of 2025:

- Continue design development coordination and project management.
- Continue coordination with utility companies.
- Incorporation of City comments into preliminary plans.

**Submittal Schedule:**

The following dates are according to the original project contract:

|                                          |                                |
|------------------------------------------|--------------------------------|
| Scoping Meeting with City Personnel      | January 26, 2024               |
| Professional Services Agreement Approved | April 15, 2024                 |
| Design Survey and Mapping                | April 2024 – May 2024          |
| Stormwater Analysis                      | May 2024 – June 2024           |
| Traffic Study                            | May 2024 – June 2024           |
| Functional Design                        | June 2024 – August 2024        |
| Preliminary Design                       | September 2024 – December 2024 |

**General Comments:**

-



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #28 in the amount of \$17,178.94 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.

ORIGINATING DEPARTMENT  
Municipal Utilities

COUNCIL GOAL  
Upgrade Essential Infrastructure

ACTION REQUESTED  
Motion  
LEGAL  
No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. HDR - Pymt #28

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



**Project Title:** NW Irvinedale Elevated Storage Tank  
**Contractor:** HDR Engineering, Inc.  
**Address:** 300 E. Locust Street, Suite 210, Des Moines, IA, 50309-1823  
**Finance Budget Code:** 611.3611.4210 **Finance Project #** 611.4210  
**Vendor Project or Invoice #:** 10345779 **PO #**  
**Original Contract Date:** June 6, 2022 **Vendor #** 3452

**Date of Council Meeting:** April 21, 2025 **PAYMENT REQUEST #** 28  
**PAYMENT PERIOD:** From: February 25, 2025 Through: March 29, 2025

## Contract Summary

|                                         |    |            |              |
|-----------------------------------------|----|------------|--------------|
| Original Contract Amount:               | \$ | 462,000.00 |              |
| Net change by Change Orders:            | \$ | 528,787.00 |              |
| Contract Amount to Date: (line 1 ± 2)   | \$ |            | 990,787.00   |
| Total completed and stored to date:     | \$ | 764,983.59 |              |
| Retainage: 0 % of Completed Work:       | \$ | -          |              |
| Total Earned less Retainage:            | \$ |            | 764,983.59   |
| Less previous applications for payment: | \$ |            | 747,804.65   |
| SUBTOTAL                                |    |            | \$ 17,178.94 |

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 17,178.94

Balance to finish, including retainage: \$ 225,803.41

Contract Time Remaining (If applicable) - Working Days

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

## Construction Contractor Approval:

Firm Name

Signature

Date

## Engineer / Consultant Approval:

HDR Engineering, Inc.

Firm Name

Baker, Rob J

Digitally signed by Baker, Rob J  
DN: E=Rob.Baker@hdrinc.com, CN=Baker, Rob J,  
OU=HDR, OU=Ames-2901 S Loop Drive, OU=Iowa,  
OU=United States, OU=Offices, DC=HDR, DC=Iowa,  
C=US, o=HDR, ou=Ames-2901 S Loop Drive, ou=Iowa,  
ou=United States, ou=Offices, dc=HDR, dc=Iowa, cn=Rob J Baker, email=Rob.Baker@hdrinc.com

Signature

Date

## City of Ankeny Staff Approval:

Donald Clark

Signature

Date

4-9-25

Submit to:

Don Clark, P.E.

E-mail:

[DClark@AnkenyIowa.gov](mailto:DClark@AnkenyIowa.gov)

Phone:

(515)963-3529

Fax:

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment

| No. | Date               | Amount        |
|-----|--------------------|---------------|
| 1   | July 6, 2022       | \$ 23,100.00  |
| 2   | August 4, 2022     | \$ 23,100.00  |
| 3   | September 1, 2022  | \$ 55,440.00  |
| 4   | September 28, 2022 | \$ 73,920.00  |
| 5   | October 25, 2022   | \$ 46,200.00  |
| 6   | November 30, 2022  | \$ 101,640.00 |
| 7   | January 11, 2023   | \$ 62,370.00  |
| 8   | February 7, 2023   | \$ 18,480.00  |
| 9   | March 6, 2023      | \$ 16,170.00  |
| 10  | May 16, 2023       | \$ 13,860.00  |
| 11  | June 12, 2023      | \$ 4,620.00   |
| 12  | September 8, 2023  | \$ 13,860.00  |
| 13  | October 6, 2023    | \$ 4,620.00   |
| 14  | February 6, 2024   | \$ 4,620.00   |
| 15  | March 20, 2024     | \$ 30,498.42  |
| 16  | April 12, 2024     | \$ 10,826.52  |
| 17  | May 14, 2024       | \$ 36,420.46  |
| 18  | June 11, 2024      | \$ 34,007.14  |
| 19  | July 3, 2024       | \$ 18,891.19  |
| 20  | August 5, 2024     | \$ 12,700.04  |
| 21  | August 29, 2024    | \$ 13,483.70  |
| 22  | October 3, 2024    | \$ 26,529.84  |
| 23  | November 7, 2024   | \$ 22,745.47  |
| 24  | December 5, 2024   | \$ 25,491.81  |
| 25  | January 6, 2025    | \$ 22,175.45  |
| 26  | February 4, 2025   | \$ 21,030.85  |
| 27  | March 7, 2025      | \$ 11,003.76  |
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## Previous Applications for Payment

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## Record of Change Orders

| No. | Date             | Amount        |
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| 1   | February 5, 2024 | \$ 528,787.00 |
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**TOTAL** \$ 528,787.00

## Contract Time Remaining

Contract Period: Working Days  
Original Contract Date: \_\_\_\_\_  
Original Contract Time: \_\_\_\_\_  
Added by Change Order: \_\_\_\_\_  
Contract Time to Date: -  
Time Used to Date: \_\_\_\_\_  
Contract Time Remaining: -

**TOTAL** \$ 747,804.65



# Invoice

HDR Engineering Inc.  
Omaha, NE 68106-2973  
Phone: (402) 399-1000

City of Ankeny  
210 S Ankeny Blvd  
Ankeny, IA 50023

## Reference Invoice Number with Payment

HDR Invoice No. 1200708286  
Invoice Date 02-APR-2025  
Invoice Amount Due \$17,178.94  
Payment Terms 30 NET  
  
Remit To PO Box 74008202  
Chicago, IL 60674-8202  
ACH/EFT Payments Bank of America ML US  
ABA# 081000032  
Account# 355004076604

Ankeny NW Irwindale Elevated Storage Tank

Professional Services  
From: 25-FEB-2025 To: 29-MAR-2025

| Professional Services Summarization | Hours | Billing Rate | Amount      |
|-------------------------------------|-------|--------------|-------------|
| Civil Site Engineer                 | 0.25  |              | 52.74       |
| Project Accountant                  | 1.00  |              | 134.07      |
| Project Engineer                    | 15.50 |              | 1,904.31    |
| Project Manager                     | 8.50  |              | 2,087.26    |
| RPR                                 | 53.25 |              | 7,496.54    |
| Sr Project Engineer                 | 11.00 |              | 2,680.48    |
| Structural Engineer                 | 1.50  |              | 482.73      |
|                                     | 91.00 |              | \$14,838.13 |
| Total Professional Services         |       |              | \$14,838.13 |

| Expense Summarization | Quantity | Billing Rate | Amount     |
|-----------------------|----------|--------------|------------|
| Subcontractors-Other  |          |              | 2,245.93   |
| Vehicle Mileage       | 115      |              | 94.88      |
| Total Expenses        |          |              | \$2,340.81 |

|                      |              |
|----------------------|--------------|
| Fee Amount           | \$990,787.00 |
| Fee Invoiced to Date | \$764,983.59 |
| Fee Remaining        | \$225,803.41 |

Amount Due This Invoice (USD) \$17,178.94

|                             |          |
|-----------------------------|----------|
| HDR Internal Reference Only |          |
| Client Number               | 18054    |
| Cost Center                 | 10134    |
| Project Number              | 10345779 |





# Monthly Progress Report

Date: Wednesday, April 02, 2025

Project: Ankeny NW Irvinedale Elevated Storage Tank

To: Don Clark, P.E.

From: Rob Baker, P.E.

Subject: Monthly Progress Report for March 2025

## Activities of the Previous Month

### **Overall Design – 100% Completed**

#### **Construction Administration**

- HDR is up to date on all submittal reviews, awaiting resubmittals from Contractor.
- Submittal of CB&I Pay Application 7 and review of Pay application 8.
- Attended progress meeting via video conference and prepared meeting minutes.
- Davis-Bacon weekly payroll reviews
- Reviewed AIS Deminimus List submittal from contractor.

#### **Construction Observation**

- The contractor's tank concrete crew was finishing up concrete pedestal construction, attaching appurtenances, and patching and finishing. HDR's RPR continues part-time (half-day) observation and communicates with the contractor's crews on schedule.

#### **Construction Survey (Nilles)**

- No activity this month.

#### **Elevated Tank Inspection and Testing (Dixon)**

- Steel fabrication continues in CB&I's Clive, Iowa facility. Dixon Engineering has been present for inspections.

#### **Construction Materials Testing and Special Inspections (Terracon)**

- Terracon provided construction materials testing for the remainder of the concrete pedestal construction.

## Planned Activities for the Next Month

### **Task 9 – Construction Administration**

- 1 – Preconstruction conference – completed
- 2 – Prepare conformed documents – completed
- 3 – Project Meetings site visits – ongoing
- 4 – Respond to RFIs – ongoing
- 5 – Draft and coordinate change orders – ongoing
- 6 – Submittals (shop drawings) Review – ongoing



- 7 - Review pay applications and client invoicing – ongoing
- 8 – Disinfection testing/startup – not started
- 9 – Project Closeout – not started
- 10 – Prepare record drawings – not started
- 11 – Davis-Bacon & AIS compliance – ongoing

**Task 10 – Construction Observation**

- 1 – Construction Observation – ongoing, part-time, or as-required by construction progress

**General comments:**

- Once ductile iron pipe, and other steel begins to arrive in April, HDR will coordinate with the City to schedule a site visit for the Iowa DNR Field Office #5 for AIS compliance.





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #12 in the amount of \$280,764.90 to HPC, LLC for construction services work associated with the Ankeny Fire Station No. 4 project.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Upgrade Essential Infrastructure

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

This item represents a progress payment request by the contractor for work associated with the project.

CITY MANAGER/STAFF RECOMMENDATIONS:

The City Manager recommends approval of this item as presented.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

This item is specifically included in the FY2025 City Council approved budget.

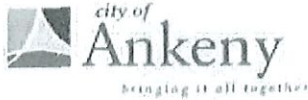
PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. HPC Pay App #12

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



**Project Title:** Fire Station No. 4  
**Contractor:** HPC, LLC  
**Address:** 120 N. Sherman Avenue, Ames, IA 50010  
**Finance Budget Code:** 901.1901.4412 **Finance Project Code:** 901.4210  
**Vendor Project or Invoice #:** 23019.00/#38751 **PO #**  
**Original Contract Date:** February 20, 2024 **Vendor #** 1047

**Date of Council Meeting** 04/21/2025 **PAYMENT REQUEST #** 12  
**PAYMENT PERIOD:** From: 03/05/25 through: 04/03/25

## Contract Summary

|                                         |    |              |               |
|-----------------------------------------|----|--------------|---------------|
| Original Contract Amount:               | \$ | 5,950,000.00 |               |
| Net change by Change Orders:            | \$ | 7,055.00     |               |
| Contract Amount to Date: (line 1 ± 2)   | \$ |              | 5,957,055.00  |
| Total completed and stored to date:     | \$ | 5,343,443.00 |               |
| Retainage: 5 % of Completed Work:       | \$ | 267,172.15   |               |
| Total Earned less Retainage:            | \$ |              | 5,076,270.85  |
| Less previous applications for payment: | \$ |              | 4,795,505.95  |
| <b>SUBTOTAL</b>                         |    |              | \$ 280,764.90 |

OTHER CHARGES (Please attach an itemized list)

## CURRENT PAYMENT DUE

Balance to finish, including retainage: \$ 880,784.15

Contract Time Remaining (If applicable) 88.00 CALENDAR DAYS

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

**Construction Contractor Approval:** HPC, L.L.C.  
 Signature: [Signature] Firm Name: HPC, L.L.C. Date: 4/3/2025

**Architect/Consultant Approval:** SVPA Architects  
 Signature: [Signature] Firm Name: SVPA Architects Date: 4/7/2025

**City of Ankeny Staff Approval**  
 Signature: [Signature] Date: 04/07/2025

**Submit to:** Mike Schrock, Assistant City Manager  
**Email:** mschrock@ankenyiowa.gov **Phone:** 515-965-6420 **Fax:**

Date Printed: 4/3/2025

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment

| #  | Date      | Amount        |
|----|-----------|---------------|
| 1  | 6/3/2024  | \$ 283,661.45 |
| 2  | 6/4/2024  | \$ 340,198.80 |
| 3  | 7/1/2024  | \$ 722,121.60 |
| 4  | 8/6/2024  | \$ 365,183.80 |
| 5  | 9/6/2024  | \$ 593,839.30 |
| 6  | 10/4/2024 | \$ 661,791.85 |
| 7  | 11/1/2024 | \$ 472,796.00 |
| 8  | 12/2/2024 | \$ 463,642.75 |
| 9  | 1/3/2025  | \$ 274,656.40 |
| 10 | 2/4/2025  | \$ 308,028.95 |
| 11 | 3/4/2025  | \$ 309,585.05 |
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TOTAL

\$

4,795,505.95

## Record of Change Orders

| #     | Date       | Amount         |
|-------|------------|----------------|
| 1     | 6/3/2024   | \$ (15,039.00) |
| 2     | 12/17/2024 | \$ 4,290.00    |
| 3     | 2/25/2025  | \$ 17,804.00   |
| 4     |            |                |
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| 18    |            |                |
| 19    |            |                |
| 20    |            |                |
| TOTAL |            | \$ 7,055.00    |

## Contract Time Remaining:

| CONTRACT PERIOD:         | CALENDAR DAYS     |
|--------------------------|-------------------|
| Original Contract Date:  | February 20, 2024 |
| Original Contract Time:  | 496               |
| Added by Change Order:   | 0                 |
| Contract Time to Date:   | 496               |
| Time Used to Date:       | 408               |
| Contract Time Remaining: | 88                |

2025/02/10

4,500/1000



## PARTIAL WAIVER OF LIEN

State of Iowa  
County of Story

April 3, 2025

I/We the undersigned have been employed by *The City of Ankeny* to furnish labor and/or materials for the construction, repair or reconstruction of the building, or improvements to the building known as **Ankeny Fire Station #4** in the City/Town of Ankeny, Iowa, and County of Polk.

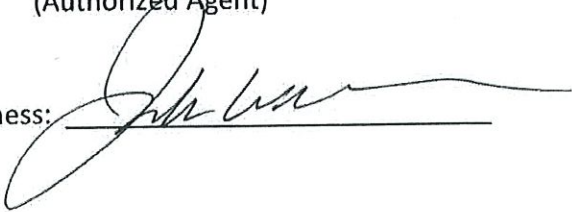
I/We the undersigned, for and in consideration of \$309,585.05 the receipt whereof is hereby acknowledged, hereby waive, relinquish and release any and all claims, causes of action, suits, damages, judgments, claims and demands of any kind, character, and description, whether known or unknown, against the Owner arising from, pertaining to, or arising out of the furnishing of the foregoing described materials, and/or labor at the above mentioned building, and the above-mentioned premises as of *February 28, 2025*.

I/We the undersigned warrant that I/we have already paid or will use the monies I/we receive from this progress payment to promptly pay in full all subcontractors and suppliers for all labor, dues, benefits, materials, equipment, services, transportation, or a combination thereof, for or to the above referenced project up to the date of the progress payment.

Dated the 3rd day of April 2025

HPC, L.L.C.  
120 North Sherman Avenue  
Ames, IA 50010

By:   
(Authorized Agent)

Witness: 



HAROLD PIKE CONSTRUCTION COMPANY

---

120 N. SHERMAN AVE. P.O. BOX 429 AMES, IOWA 50010 • PHONE: 515-232-3133 • FAX: 515-232-7818 • WWW.HPIKECONST.COM

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April 3, 2025

SVPA Architects, Inc.  
1466 28<sup>th</sup> St.  
Suite 200  
West Des Moines, IA 50266  
Phone: 515-327-5990

Attn: Casey White

**RE: Ankeny Fire Station #4**

Dear Casey:

Please find enclosed a copy of HPC's Application for Payment #12 for the above referenced project. This application is for work completed through April 3, 2025.

If you have any questions, please give John Williams a call at our office.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Curtis Pike', is written over a faint, large-scale architectural drawing background.

Curtis Pike  
CP/rb

Enc: 2

**CONTINUATION SHEET**

Page 3 of 12 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

OWNER'S PROJECT NO: 901.4210

| A        | B                                            |     | C               | D                                 | E           | F                                          | G                                              | H       | I                         |           |
|----------|----------------------------------------------|-----|-----------------|-----------------------------------|-------------|--------------------------------------------|------------------------------------------------|---------|---------------------------|-----------|
| Item No. | Description of Work                          | CAT | Scheduled Value | Work Completed                    |             | Materials Presently Stored (Not In D or E) | Total Completed And Stored To Date (D + E + F) | % (G/C) | Balance To Finish (C - G) | Retainage |
|          |                                              |     |                 | From Previous Application (D + E) | This Period |                                            |                                                |         |                           |           |
| 1        | 00 61 10 Performance and Payment Bond        | L   | \$ 58,000       | \$ 58,000                         |             |                                            | \$ 58,000                                      | 100%    | \$ -                      | \$ 2,900  |
| 2        | 01 31 00 Project Management and Coordination | LM  | \$ 219,190      | \$ 195,345                        | \$ 8,000    |                                            | \$ 203,345                                     | 93%     | \$ 15,845                 | \$ 10,167 |
| 3        | 01 50 00 Construction Facilities             | LM  | \$ 80,120       | \$ 69,200                         | \$ 3,000    |                                            | \$ 72,200                                      | 90%     | \$ 7,920                  | \$ 3,610  |
| 4        | 01 73 00 Mobilization                        | LM  | \$ 69,300       | \$ 69,300                         |             |                                            | \$ 69,300                                      | 100%    | \$ -                      | \$ 3,465  |
| 5        | 01 73 00 Final Cleaning                      | LM  | \$ 3,510        | \$ -                              |             |                                            | \$ -                                           |         | \$ 3,510                  | \$ -      |
| 6        | 01 77 00 Closeout                            | LM  | \$ 5,280        | \$ -                              |             |                                            | \$ -                                           |         | \$ 5,280                  | \$ -      |
| 7        | 03 20 00 Concrete Reinforcement              | M   | \$ 24,000       | \$ 24,000                         |             |                                            | \$ 24,000                                      | 100%    | \$ -                      | \$ 1,200  |
| 8        | 03 30 00 Cast-In-Place - Foundations         | LM  | \$ 163,750      | \$ 163,750                        |             |                                            | \$ 163,750                                     | 100%    | \$ -                      | \$ 8,188  |
| 9        | 03 30 00 Cast-In-Place - Slab on Grade       | LM  | \$ 122,390      | \$ 122,390                        |             |                                            | \$ 122,390                                     | 100%    | \$ -                      | \$ 6,120  |
| 10       | 03 35 36 Polished Concrete Floors            | LM  | \$ 37,750       | \$ 22,650                         |             |                                            | \$ 22,650                                      | 60%     | \$ 15,100                 | \$ 1,133  |
| 11       | 03 35 70 Concrete Floor Finishes             | LM  | \$ 2,340        | \$ 1,800                          | \$ 540      |                                            | \$ 2,340                                       | 100%    | \$ -                      | \$ 117    |
| 12       | 03 45 01 Precast Concrete Splashblocks       | LM  | \$ 600          | \$ -                              |             |                                            | \$ -                                           |         | \$ 600                    | \$ -      |
| 13       | 04 20 00 Brick Masonry                       | L   | \$ 115,200      | \$ 115,200                        |             |                                            | \$ 115,200                                     | 100%    | \$ -                      | \$ 5,760  |
| 14       | 04 20 00 Brick Masonry                       | M   | \$ 54,330       | \$ 54,330                         |             |                                            | \$ 54,330                                      | 100%    | \$ -                      | \$ 2,717  |
| 15       | 04 22 00 Reinforced Unit Masonry             | L   | \$ 201,190      | \$ 201,190                        |             |                                            | \$ 201,190                                     | 100%    | \$ -                      | \$ 10,060 |
| 16       | 04 22 00 Reinforced Unit Masonry             | M   | \$ 58,120       | \$ 58,120                         |             |                                            | \$ 58,120                                      | 100%    | \$ -                      | \$ 2,906  |
| 17       | 04 23 30 Calcium Silicate Masonry            | L   | \$ 57,350       | \$ 57,350                         |             |                                            | \$ 57,350                                      | 100%    | \$ -                      | \$ 2,868  |
| 18       | 04 23 30 Calcium Silicate Masonry            | M   | \$ 35,000       | \$ 35,000                         |             |                                            | \$ 35,000                                      | 100%    | \$ -                      | \$ 1,750  |
| 19       | 04 72 00 Cast Stone Masonry                  | L   | \$ 22,240       | \$ 22,240                         |             |                                            | \$ 22,240                                      | 100%    | \$ -                      | \$ 1,112  |
| 20       | 04 72 00 Cast Stone Masonry                  | M   | \$ 19,000       | \$ 19,000                         |             |                                            | \$ 19,000                                      | 100%    | \$ -                      | \$ 950    |
| 21       | 05 12 23 Structural Steel                    | L   | \$ 43,500       | \$ 43,500                         |             |                                            | \$ 43,500                                      | 100%    | \$ -                      | \$ 2,175  |
| 22       | 05 12 23 Structural Steel                    | M   | \$ 80,480       | \$ 80,480                         |             |                                            | \$ 80,480                                      | 100%    | \$ -                      | \$ 4,024  |
| 23       | 05 12 23 Structural Misc. Steel              | L   | \$ 25,640       | \$ 22,920                         | \$ 2,720    |                                            | \$ 25,640                                      | 100%    | \$ -                      | \$ 1,282  |
| 24       | 05 12 23 Structural Misc. Steel              | M   | \$ 16,240       | \$ 12,985                         | \$ 3,255    |                                            | \$ 16,240                                      | 100%    | \$ -                      | \$ 812    |
| 25       | 05 21 00 Steel Joists & Decking              | L   | \$ 31,010       | \$ 31,010                         |             |                                            | \$ 31,010                                      | 100%    | \$ -                      | \$ 1,551  |
|          | SUBTOTALS PAGE 2                             |     | \$ 1,545,530    | \$ 1,479,760                      | \$ 17,515   | \$ -                                       | \$ 1,497,275                                   | 97%     | \$ 48,255                 | \$ 74,864 |



**CONTINUATION SHEET**

Page 4 of 12 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A        | B                                                |     | C               | D                                 | E           | F                                          | G                                              |         | H                         | I          |
|----------|--------------------------------------------------|-----|-----------------|-----------------------------------|-------------|--------------------------------------------|------------------------------------------------|---------|---------------------------|------------|
| Item No. | Description of Work                              | CAT | Scheduled Value | Work Completed                    |             | Materials Presently Stored (Not In D or E) | Total Completed And Stored To Date (D + E + F) | % (G/C) | Balance To Finish (C - G) | Retainage  |
|          |                                                  |     |                 | From Previous Application (D + E) | This Period |                                            |                                                |         |                           |            |
| 26       | 05 21 00 Steel Joists & Decking                  | M   | \$ 63,000       | \$ 63,000                         |             |                                            | \$ 63,000                                      | 100%    | \$ -                      | \$ 3,150   |
| 27       | 05 40 00 Cold Formed Metal Trusses               | L   | \$ 34,880       | \$ 34,880                         |             |                                            | \$ 34,880                                      | 100%    | \$ -                      | \$ 1,744   |
| 28       | 05 40 00 Cold Formed Metal Trusses               | M   | \$ 66,100       | \$ 66,100                         |             |                                            | \$ 66,100                                      | 100%    | \$ -                      | \$ 3,305   |
| 29       | 05 40 00 Cold Formed Metal Framing               | L   | \$ 30,600       | \$ 30,600                         |             |                                            | \$ 30,600                                      | 100%    | \$ -                      | \$ 1,530   |
| 30       | 05 40 00 Cold Formed Metal Framing               | M   | \$ 36,550       | \$ 36,550                         |             |                                            | \$ 36,550                                      | 100%    | \$ -                      | \$ 1,828   |
| 31       | 06 10 53 Miscellaneous Rough Carpentry           | L   | \$ 55,460       | \$ 55,460                         |             |                                            | \$ 55,460                                      | 100%    | \$ -                      | \$ 2,773   |
| 32       | 06 10 53 Miscellaneous Rough Carpentry           | M   | \$ 25,720       | \$ 25,720                         |             |                                            | \$ 25,720                                      | 100%    | \$ -                      | \$ 1,286   |
| 33       | 06 16 00 Exterior Gypsum Sheathing               | L   | \$ 16,270       | \$ 16,270                         |             |                                            | \$ 16,270                                      | 100%    | \$ -                      | \$ 814     |
| 34       | 06 16 00 Exterior Gypsum Sheathing               | M   | \$ 9,450        | \$ 9,450                          |             |                                            | \$ 9,450                                       | 100%    | \$ -                      | \$ 473     |
| 35       | 06 40 23 Interior Architectural Woodwork         | L   | \$ 6,480        | \$ -                              | \$ 5,200    |                                            | \$ 5,200                                       | 80%     | \$ 1,280                  | \$ 260     |
| 36       | 06 40 23 Interior Architectural Woodwork         | M   | \$ 48,980       | \$ -                              | \$ 45,000   |                                            | \$ 45,000                                      | 92%     | \$ 3,980                  | \$ 2,250   |
| 37       | 06 71 00 FRP Products and Fabrications           | LM  | \$ 2,500        | \$ 2,500                          |             |                                            | \$ 2,500                                       | 100%    | \$ -                      | \$ 125     |
| 38       | 07 21 00 Thermal Insulation - Foundation         | L   | \$ 820          | \$ 820                            |             |                                            | \$ 820                                         | 100%    | \$ -                      | \$ 41      |
| 39       | 07 21 00 Thermal Insulation - Foundation         | M   | \$ 3,200        | \$ 3,200                          |             |                                            | \$ 3,200                                       | 100%    | \$ -                      | \$ 160     |
| 40       | 07 21 00 Thermal Insulation - Masonry Cavity     | L   | \$ 27,230       | \$ 27,230                         |             |                                            | \$ 27,230                                      | 100%    | \$ -                      | \$ 1,362   |
| 41       | 07 21 00 Thermal Insulation - Masonry Cavity     | M   | \$ 22,880       | \$ 22,880                         |             |                                            | \$ 22,880                                      | 100%    | \$ -                      | \$ 1,144   |
| 42       | 07 21 00 Thermal Insulation - Spray              | LM  | \$ 7,450        | \$ 7,450                          |             |                                            | \$ 7,450                                       | 100%    | \$ -                      | \$ 373     |
| 43       | 07 21 00 Thermal Insulation - Nail Base          | L   | \$ 5,850        | \$ 5,850                          |             |                                            | \$ 5,850                                       | 100%    | \$ -                      | \$ 293     |
| 44       | 07 21 00 Thermal Insulation - Nail Base          | M   | \$ 35,500       | \$ 35,500                         |             |                                            | \$ 35,500                                      | 100%    | \$ -                      | \$ 1,775   |
| 45       | 07 21 00 Thermal Insulation - Batt               | LM  | \$ 11,940       | \$ 11,940                         |             |                                            | \$ 11,940                                      | 100%    | \$ -                      | \$ 597     |
| 46       | 07 24 14 Direct-Applied Exterior Finish Systems  | LM  | \$ 15,210       |                                   |             |                                            | \$ -                                           |         | \$ 15,210                 | \$ -       |
| 47       | 07 27 13 Underslab Vapor Barrier                 | LM  | \$ 4,330        | \$ 4,330                          |             |                                            | \$ 4,330                                       | 100%    | \$ -                      | \$ 217     |
| 48       | 07 27 16 Self-Adhering Sheet Air and Moisture Ba | LM  | \$ 27,450       | \$ 27,450                         |             |                                            | \$ 27,450                                      | 100%    | \$ -                      | \$ 1,373   |
| 49       | 07 27 26 Fluid-Applied Membrane Air Barrier      | LM  | \$ 31,070       | \$ 31,070                         |             |                                            | \$ 31,070                                      | 100%    | \$ -                      | \$ 1,554   |
| 50       | 07 40 00 (PFRP) Cladding Support System          | L   | \$ 5,780        | \$ 5,780                          |             |                                            | \$ 5,780                                       | 100%    | \$ -                      | \$ 289     |
|          | SUBTOTALS PAGE 3                                 |     | \$ 2,140,230    | \$ 2,003,790                      | \$ 67,715   | \$ -                                       | \$ 2,071,505                                   | 97%     | \$ 68,725                 | \$ 103,575 |



**CONTINUATION SHEET**

Page 5 of 12 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A<br>Item<br>No. | B<br>Description of Work                        | CAT | C<br>Scheduled<br>Value | D<br>Work Completed                     |             | F<br>Materials<br>Presently<br>Stored<br>(Not In<br>D or E) | G                                                          |            | H<br>Balance<br>To Finish<br>(C - G) | I<br>Retainage |
|------------------|-------------------------------------------------|-----|-------------------------|-----------------------------------------|-------------|-------------------------------------------------------------|------------------------------------------------------------|------------|--------------------------------------|----------------|
|                  |                                                 |     |                         | From Previous<br>Application<br>(D + E) | This Period |                                                             | Total<br>Completed<br>And Stored<br>To Date<br>(D + E + F) | %<br>(G/C) |                                      |                |
| 51               | 07 40 00 (PFRP) Cladding Support System         | M   | \$ 9,330                | \$ 9,330                                |             |                                                             | \$ 9,330                                                   | 100%       | \$ -                                 | \$ 467         |
| 52               | 07 41 13 Metal Roof Panels                      | L   | \$ 40,960               | \$ 40,960                               |             |                                                             | \$ 40,960                                                  | 100%       | \$ -                                 | \$ 2,048       |
| 53               | 07 41 13 Metal Roof Panels                      | M   | \$ 65,500               | \$ 65,500                               |             |                                                             | \$ 65,500                                                  | 100%       | \$ -                                 | \$ 3,275       |
| 54               | 07 41 20 Concealed Fastener Metal Wall Panels   | L   | \$ 25,010               | \$ 22,000                               | \$ 3,010    |                                                             | \$ 25,010                                                  | 100%       | \$ -                                 | \$ 1,251       |
| 55               | 07 41 20 Concealed Fastener Metal Wall Panels   | M   | \$ 43,750               | \$ 31,548                               | \$ 12,202   |                                                             | \$ 43,750                                                  | 100%       | \$ -                                 | \$ 2,188       |
| 56               | 07 46 16 Aluminum Siding                        | L   | \$ 13,740               |                                         |             |                                                             | \$ -                                                       |            | \$ 13,740                            | \$ -           |
| 57               | 07 46 16 Aluminum Siding                        | M   | \$ 7,550                |                                         |             |                                                             | \$ -                                                       |            | \$ 7,550                             | \$ -           |
| 58               | 07 54 00 Thermoplastic Polyolefin Membrane Roof | L   | \$ 39,960               | \$ 39,960                               |             |                                                             | \$ 39,960                                                  | 100%       | \$ -                                 | \$ 1,998       |
| 59               | 07 54 00 Thermoplastic Polyolefin Membrane Roof | M   | \$ 89,000               | \$ 89,000                               |             |                                                             | \$ 89,000                                                  | 100%       | \$ -                                 | \$ 4,450       |
| 60               | 07 62 00 Sheet Metal Flashing and Trim          | L   | \$ 2,340                | \$ 2,340                                |             |                                                             | \$ 2,340                                                   | 100%       | \$ -                                 | \$ 117         |
| 61               | 07 62 00 Sheet Metal Flashing and Trim          | M   | \$ 23,000               | \$ 23,000                               |             |                                                             | \$ 23,000                                                  | 100%       | \$ -                                 | \$ 1,150       |
| 62               | 07 63 10 Gutters and Downspout                  | L   | \$ 4,680                | \$ -                                    |             |                                                             | \$ -                                                       |            | \$ 4,680                             | \$ -           |
| 63               | 07 63 10 Gutters and Downspout                  | M   | \$ 8,000                | \$ -                                    |             |                                                             | \$ -                                                       |            | \$ 8,000                             | \$ -           |
| 64               | 07 72 00 Roof Accessories                       | L   | \$ 2,340                | \$ 2,340                                |             |                                                             | \$ 2,340                                                   | 100%       | \$ -                                 | \$ 117         |
| 65               | 07 72 00 Roof Accessories                       | M   | \$ 5,000                | \$ 5,000                                |             |                                                             | \$ 5,000                                                   | 100%       | \$ -                                 | \$ 250         |
| 66               | 07 84 13 Penetration Firestopping               | L   | \$ 4,590                | \$ 4,150                                | \$ 440      |                                                             | \$ 4,590                                                   | 100%       | \$ -                                 | \$ 230         |
| 67               | 07 84 13 Penetration Firestopping               | M   | \$ 300                  | \$ 225                                  | \$ 75       |                                                             | \$ 300                                                     | 100%       | \$ -                                 | \$ 15          |
| 68               | 07 84 46 Fire-Resistive Joint Systems           | LM  | \$ 4,680                | \$ 4,680                                |             |                                                             | \$ 4,680                                                   | 100%       | \$ -                                 | \$ 234         |
| 69               | 07 92 00 Joint Sealants                         | LM  | \$ 26,040               | \$ 15,500                               | \$ 3,900    |                                                             | \$ 19,400                                                  | 75%        | \$ 6,640                             | \$ 970         |
| 70               | 08 11 13 Hollow Metal Doors and Frames          | L   | \$ 9,900                | \$ 9,900                                |             |                                                             | \$ 9,900                                                   | 100%       | \$ -                                 | \$ 495         |
| 71               | 08 11 13 Hollow Metal Doors and Frames          | M   | \$ 33,660               | \$ 33,660                               |             |                                                             | \$ 33,660                                                  | 100%       | \$ -                                 | \$ 1,683       |
| 72               | 08 14 16 Flush Wood Doors                       | L   | \$ 3,510                |                                         |             |                                                             | \$ -                                                       |            | \$ 3,510                             | \$ -           |
| 73               | 08 14 16 Flush Wood Doors                       | M   | \$ 13,380               |                                         |             | \$ 13,375                                                   | \$ 13,375                                                  | 100%       | \$ 5                                 | \$ 669         |
| 74               | 08 36 13 Sectional Doors                        | L   | \$ 11,320               |                                         | \$ 3,848    |                                                             | \$ 3,848                                                   | 34%        | \$ 7,472                             | \$ 192         |
| 75               | 08 36 13 Sectional Doors                        | M   | \$ 58,120               |                                         | \$ 24,000   |                                                             | \$ 24,000                                                  | 41%        | \$ 34,120                            | \$ 1,200       |
|                  | SUBTOTALS PAGE 4                                |     | \$ 2,685,890            | \$ 2,402,883                            | \$ 115,190  | \$ 13,375                                                   | \$ 2,531,448                                               | 94%        | \$ 154,442                           | \$ 126,572     |

**CONTINUATION SHEET**

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ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A<br>Item<br>No. | B<br>Description of Work                        | CAT | C<br>Scheduled<br>Value | D<br>Work Completed                     |             | F<br>Materials<br>Presently<br>Stored<br>(Not In<br>D or E) | G                                                          |            | H<br>Balance<br>To Finish<br>(C - G) | I<br>Retainage |
|------------------|-------------------------------------------------|-----|-------------------------|-----------------------------------------|-------------|-------------------------------------------------------------|------------------------------------------------------------|------------|--------------------------------------|----------------|
|                  |                                                 |     |                         | From Previous<br>Application<br>(D + E) | This Period |                                                             | Total<br>Completed<br>And Stored<br>To Date<br>(D + E + F) | %<br>(G/C) |                                      |                |
| 76               | 08 41 13 Aluminum Framed Entrances and Storef   | L   | \$ 51,610               | \$ 51,610                               |             |                                                             | \$ 51,610                                                  | 100%       | \$ -                                 | \$ 2,581       |
| 77               | 08 41 13 Aluminum Framed Entrances and Storef   | M   | \$ 91,350               | \$ 91,350                               |             |                                                             | \$ 91,350                                                  | 100%       | \$ -                                 | \$ 4,568       |
| 78               | 08 51 13 Aluminum Windows                       | L   | \$ 6,090                | \$ 6,090                                |             |                                                             | \$ 6,090                                                   | 100%       | \$ -                                 | \$ 305         |
| 79               | 08 51 13 Aluminum Windows                       | M   | \$ 10,390               | \$ 10,390                               |             |                                                             | \$ 10,390                                                  | 100%       | \$ -                                 | \$ 520         |
| 80               | 08 71 00 Door Hardware                          | L   | \$ 4,100                |                                         |             |                                                             | \$ -                                                       |            | \$ 4,100                             | \$ -           |
| 81               | 08 71 00 Door Hardware                          | M   | \$ 46,710               |                                         |             | \$ 45,354                                                   | \$ 45,354                                                  | 97%        | \$ 1,356                             | \$ 2,268       |
| 82               | 08 80 00 Glazing                                | L   | \$ 2,340                | \$ 2,340                                |             |                                                             | \$ 2,340                                                   | 100%       | \$ -                                 | \$ 117         |
| 83               | 08 80 00 Glazing                                | M   | \$ 4,250                | \$ 4,250                                |             |                                                             | \$ 4,250                                                   | 100%       | \$ -                                 | \$ 213         |
| 84               | 08 83 00 Mirrors                                | L   | \$ 1,400                |                                         |             |                                                             | \$ -                                                       |            | \$ 1,400                             | \$ -           |
| 85               | 08 83 00 Mirrors                                | M   | \$ 1,900                |                                         |             |                                                             | \$ -                                                       |            | \$ 1,900                             | \$ -           |
| 86               | 09 05 12 Concrete Floor Moisture Content and pH | LM  | \$ 2,340                |                                         |             |                                                             | \$ -                                                       |            | \$ 2,340                             | \$ -           |
| 87               | 09 22 16 Non-Structural Metal Framing           | L   | \$ 26,270               | \$ 26,270                               |             |                                                             | \$ 26,270                                                  | 100%       | \$ -                                 | \$ 1,314       |
| 88               | 09 22 16 Non-Structural Metal Framing           | M   | \$ 20,000               | \$ 20,000                               |             |                                                             | \$ 20,000                                                  | 100%       | \$ -                                 | \$ 1,000       |
| 89               | 09 29 00 Gypsum Board                           | L   | \$ 54,360               | \$ 54,360                               |             |                                                             | \$ 54,360                                                  | 100%       | \$ -                                 | \$ 2,718       |
| 90               | 09 29 00 Gypsum Board                           | M   | \$ 21,550               | \$ 21,550                               |             |                                                             | \$ 21,550                                                  | 100%       | \$ -                                 | \$ 1,078       |
| 91               | 09 30 00 Tiling                                 | L   | \$ 12,410               |                                         | \$ 12,410   |                                                             | \$ 12,410                                                  | 100%       | \$ -                                 | \$ 621         |
| 92               | 09 30 00 Tiling                                 | M   | \$ 12,670               |                                         | \$ 12,670   |                                                             | \$ 12,670                                                  | 100%       | \$ -                                 | \$ 634         |
| 93               | 09 51 13 Acoustical Panel Ceilings              | L   | \$ 6,890                | \$ 4,000                                |             |                                                             | \$ 4,000                                                   | 58%        | \$ 2,890                             | \$ 200         |
| 94               | 09 51 13 Acoustical Panel Ceilings              | M   | \$ 19,760               | \$ 8,900                                |             |                                                             | \$ 8,900                                                   | 45%        | \$ 10,860                            | \$ 445         |
| 95               | 09 65 13 Resilient Base and Accessories         | L   | \$ 1,640                |                                         |             |                                                             | \$ -                                                       |            | \$ 1,640                             | \$ -           |
| 96               | 09 65 13 Resilient Base and Accessories         | M   | \$ 2,360                |                                         |             |                                                             | \$ -                                                       |            | \$ 2,360                             | \$ -           |
| 97               | 09 67 26 Quartz Flooring                        | LM  | \$ 3,000                | \$ 3,000                                |             |                                                             | \$ 3,000                                                   | 100%       | \$ -                                 | \$ 150         |
| 98               | 09 68 13 Tile Carpeting                         | L   | \$ 1,720                |                                         |             |                                                             | \$ -                                                       |            | \$ 1,720                             | \$ -           |
| 99               | 09 68 13 Tile Carpeting                         | M   | \$ 10,750               |                                         |             | \$ 10,348                                                   | \$ 10,348                                                  | 96%        | \$ 402                               | \$ 517         |
| 100              | 09 68 20 Carpet Tile Entrance Mats              | L   | \$ 230                  |                                         |             |                                                             | \$ -                                                       |            | \$ 230                               | \$ -           |
|                  | SUBTOTALS PAGE 5                                |     | \$ 3,101,980            | \$ 2,706,993                            | \$ 140,270  | \$ 69,077                                                   | \$ 2,916,340                                               | 94%        | \$ 185,640                           | \$ 145,817     |



**CONTINUATION SHEET**

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ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A<br>Item No. | B<br>Description of Work                      | CAT | C<br>Scheduled Value | D<br>Work Completed               |             | F<br>Materials Presently Stored (Not In D or E) | G                                              |         | H<br>Balance To Finish (C - G) | I<br>Retainage |
|---------------|-----------------------------------------------|-----|----------------------|-----------------------------------|-------------|-------------------------------------------------|------------------------------------------------|---------|--------------------------------|----------------|
|               |                                               |     |                      | From Previous Application (D + E) | This Period |                                                 | Total Completed And Stored To Date (D + E + F) | % (G/C) |                                |                |
| 101           | 09 68 20 Carpet Tile Entrance Mats            | M   | \$ 1,830             |                                   |             |                                                 | \$ -                                           |         | \$ 1,830                       | \$ -           |
| 102           | 09 84 00 Acoustical Ceiling Treatment         | L   | \$ 1,990             |                                   |             |                                                 | \$ -                                           |         | \$ 1,990                       | \$ -           |
| 103           | 09 84 00 Acoustical Ceiling Treatment         | M   | \$ 3,390             |                                   |             |                                                 | \$ -                                           |         | \$ 3,390                       | \$ -           |
| 104           | 09 90 00 Paints and Coatings & HPC            | LM  | \$ 46,700            | \$ 23,350                         | \$ 11,675   |                                                 | \$ 35,025                                      | 75%     | \$ 11,675                      | \$ 1,751       |
| 105           | 10 11 00 Visual Display Surfaces              | L   | \$ 830               |                                   |             |                                                 | \$ -                                           |         | \$ 830                         | \$ -           |
| 106           | 10 11 00 Visual Display Surfaces              | M   | \$ 1,810             |                                   |             | \$ 1,407                                        | \$ 1,407                                       | 78%     | \$ 403                         | \$ 70          |
| 107           | 10 14 00 Identification Devices               | L   | \$ 2,960             |                                   |             |                                                 | \$ -                                           |         | \$ 2,960                       | \$ -           |
| 108           | 10 14 00 Identification Devices               | M   | \$ 8,580             | \$ 2,200                          |             |                                                 | \$ 2,200                                       | 26%     | \$ 6,380                       | \$ 110         |
| 109           | 10 14 26 Post and Panel Signage               | L   | \$ 350               |                                   |             |                                                 | \$ -                                           |         | \$ 350                         | \$ -           |
| 110           | 10 14 26 Post and Panel Signage               | M   | \$ 740               |                                   |             |                                                 | \$ -                                           |         | \$ 740                         | \$ -           |
| 111           | 10 24 00 Equipment Screening                  | L   | \$ 37,150            |                                   |             |                                                 | \$ -                                           |         | \$ 37,150                      | \$ -           |
| 112           | 10 24 00 Equipment Screening                  | M   | \$ 62,000            |                                   |             |                                                 | \$ -                                           |         | \$ 62,000                      | \$ -           |
| 113           | 10 26 00 Wall and Door Protection             | L   | \$ 490               |                                   | \$ 490      |                                                 | \$ 490                                         | 100%    | \$ -                           | \$ 25          |
| 114           | 10 26 00 Wall and Door Protection             | M   | \$ 3,260             |                                   | \$ 3,260    |                                                 | \$ 3,260                                       | 100%    | \$ -                           | \$ 163         |
| 115           | 10 28 00 Toilet, Bath and Laundry Accessories | L   | \$ 1,760             |                                   |             |                                                 | \$ -                                           |         | \$ 1,760                       | \$ -           |
| 116           | 10 28 00 Toilet, Bath and Laundry Accessories | M   | \$ 3,200             |                                   |             | \$ 2,716                                        | \$ 2,716                                       | 85%     | \$ 484                         | \$ 136         |
| 117           | 10 29 00 Bird and Pest Control                | L   | \$ 2,660             |                                   |             |                                                 | \$ -                                           |         | \$ 2,660                       | \$ -           |
| 118           | 10 29 00 Bird and Pest Control                | M   | \$ 540               |                                   |             |                                                 | \$ -                                           |         | \$ 540                         | \$ -           |
| 119           | 10 44 13 Fire Extinguisher Cabinets           | L   | \$ 290               |                                   | \$ 225      |                                                 | \$ 225                                         | 78%     | \$ 65                          | \$ 11          |
| 120           | 10 44 13 Fire Extinguisher Cabinets           | M   | \$ 1,450             |                                   | \$ 1,450    |                                                 | \$ 1,450                                       | 100%    | \$ -                           | \$ 73          |
| 121           | 10 51 13 Metal Lockers                        | L   | \$ 2,580             |                                   | \$ 2,580    |                                                 | \$ 2,580                                       | 100%    | \$ -                           | \$ 129         |
| 122           | 10 51 13 Metal Lockers                        | M   | \$ 11,400            |                                   | \$ 11,400   |                                                 | \$ 11,400                                      | 100%    | \$ -                           | \$ 570         |
| 123           | 10 51 16 Wood Lockers                         | L   | \$ 4,450             |                                   | \$ 4,450    |                                                 | \$ 4,450                                       | 100%    | \$ -                           | \$ 223         |
| 124           | 10 51 16 Wood Lockers                         | M   | \$ 50,000            |                                   | \$ 50,000   |                                                 | \$ 50,000                                      | 100%    | \$ -                           | \$ 2,500       |
| 125           | 10 75 00 Flagpoles                            | L   | \$ 5,360             | \$ 2,500                          |             |                                                 | \$ 2,500                                       | 47%     | \$ 2,860                       | \$ 125         |
|               | SUBTOTALS PAGE 6                              |     | \$ 3,357,750         | \$ 2,735,043                      | \$ 225,800  | \$ 73,200                                       | \$ 3,034,043                                   | 90%     | \$ 323,707                     | \$ 151,702     |

**CONTINUATION SHEET**

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ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A<br>Item No. | B<br>Description of Work                    | CAT | C<br>Scheduled Value | D<br>Work Completed               |             | F<br>Materials Presently Stored (Not In D or E) | G                                              |         | H<br>Balance To Finish (C - G) | I<br>Retainage |
|---------------|---------------------------------------------|-----|----------------------|-----------------------------------|-------------|-------------------------------------------------|------------------------------------------------|---------|--------------------------------|----------------|
|               |                                             |     |                      | From Previous Application (D + E) | This Period |                                                 | Total Completed And Stored To Date (D + E + F) | % (G/C) |                                |                |
| 126           | 10 75 00 Flagpoles                          | M   | \$ 3,770             | \$ 250                            |             |                                                 | \$ 250                                         | 7%      | \$ 3,520                       | \$ 13          |
| 127           | 12 24 13 Roller Window Shades               | L   | \$ 1,800             |                                   |             |                                                 | \$ -                                           |         | \$ 1,800                       | \$ -           |
| 128           | 12 24 13 Roller Window Shades               | M   | \$ 5,300             |                                   |             | \$ 4,697                                        | \$ 4,697                                       | 89%     | \$ 603                         | \$ 235         |
| 129           | 21 00 00 Fire Suppression System            | L   | \$ 47,980            | \$ 45,573                         |             |                                                 | \$ 45,573                                      | 95%     | \$ 2,407                       | \$ 2,279       |
| 130           | 21 00 00 Fire Suppression System            | M   | \$ 17,000            | \$ 16,100                         |             |                                                 | \$ 16,100                                      | 95%     | \$ 900                         | \$ 805         |
| 131           | 22 10 00 Plumbing Piping Systems and Valves | L   | \$ 81,600            | \$ 81,092                         |             |                                                 | \$ 81,092                                      | 99%     | \$ 508                         | \$ 4,055       |
| 132           | 22 10 00 Plumbing Piping Systems and Valves | M   | \$ 67,710            | \$ 67,310                         |             |                                                 | \$ 67,310                                      | 99%     | \$ 400                         | \$ 3,366       |
| 133           | 22 10 23 Natural Gas Piping Systems         | L   | \$ 13,230            | \$ 13,230                         |             |                                                 | \$ 13,230                                      | 100%    | \$ -                           | \$ 662         |
| 134           | 22 10 23 Natural Gas Piping Systems         | M   | \$ 9,480             | \$ 9,480                          |             |                                                 | \$ 9,480                                       | 100%    | \$ -                           | \$ 474         |
| 135           | 22 10 30 Plumbing Specialties               | L   | \$ 8,370             | \$ 8,370                          |             |                                                 | \$ 8,370                                       | 100%    | \$ -                           | \$ 419         |
| 136           | 22 10 30 Plumbing Specialties               | M   | \$ 5,500             | \$ 5,500                          |             |                                                 | \$ 5,500                                       | 100%    | \$ -                           | \$ 275         |
| 137           | 22 11 23 Domestic Water Pumps               | L   | \$ 2,690             | \$ 2,690                          |             |                                                 | \$ 2,690                                       | 100%    | \$ -                           | \$ 135         |
| 138           | 22 11 23 Domestic Water Pumps               | M   | \$ 3,100             | \$ 3,100                          |             |                                                 | \$ 3,100                                       | 100%    | \$ -                           | \$ 155         |
| 139           | 22 30 00 Plumbing Equipment                 | L   | \$ 11,700            | \$ 11,700                         |             |                                                 | \$ 11,700                                      | 100%    | \$ -                           | \$ 585         |
| 140           | 22 30 00 Plumbing Equipment                 | M   | \$ 14,300            | \$ 14,300                         |             |                                                 | \$ 14,300                                      | 100%    | \$ -                           | \$ 715         |
| 141           | 22 40 00 Plumbing Fixtures                  | L   | \$ 26,320            | \$ 8,600                          |             |                                                 | \$ 8,600                                       | 33%     | \$ 17,720                      | \$ 430         |
| 142           | 22 40 00 Plumbing Fixtures                  | M   | \$ 71,540            | \$ 46,953                         |             |                                                 | \$ 46,953                                      | 66%     | \$ 24,587                      | \$ 2,348       |
| 143           | 23 05 93 Testing, Adjusting, and Balancing  | LM  | \$ 13,120            | \$ -                              |             |                                                 | \$ -                                           |         | \$ 13,120                      | \$ -           |
| 144           | 23 07 13 Duct Insulation                    | L   | \$ 4,860             | \$ 3,978                          | \$ 882      |                                                 | \$ 4,860                                       | 100%    | \$ -                           | \$ 243         |
| 145           | 23 07 13 Duct Insulation                    | M   | \$ 6,270             | \$ 5,269                          | \$ 1,001    |                                                 | \$ 6,270                                       | 100%    | \$ -                           | \$ 314         |
| 146           | 23 07 19 HVAC Pipe Insulation               | L   | \$ 11,830            | \$ 9,700                          | \$ 2,130    |                                                 | \$ 11,830                                      | 100%    | \$ -                           | \$ 592         |
| 147           | 23 07 19 HVAC Pipe Insulation               | M   | \$ 13,150            | \$ 10,221                         | \$ 2,929    |                                                 | \$ 13,150                                      | 100%    | \$ -                           | \$ 658         |
| 148           | 23 09 00 Controls                           | LM  | \$ 231,120           | \$ 185,840                        | \$ 12,500   |                                                 | \$ 198,340                                     | 86%     | \$ 32,780                      | \$ 9,917       |
| 149           | 23 21 00 Hydronic Piping Systems and Valves | L   | \$ 32,230            | \$ 31,790                         | \$ 440      |                                                 | \$ 32,230                                      | 100%    | \$ -                           | \$ 1,612       |
| 150           | 23 21 00 Hydronic Piping Systems and Valves | M   | \$ 21,000            | \$ 20,500                         | \$ 500      |                                                 | \$ 21,000                                      | 100%    | \$ -                           | \$ 1,050       |
|               | SUBTOTALS PAGE 7                            |     | \$ 4,082,720         | \$ 3,336,589                      | \$ 246,182  | \$ 77,897                                       | \$ 3,660,668                                   | 90%     | \$ 422,052                     | \$ 183,033     |



**CONTINUATION SHEET**

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ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A        | B                                             |     | C               | D                                 | E           | F                                          | G                                              | H       | I                         |            |
|----------|-----------------------------------------------|-----|-----------------|-----------------------------------|-------------|--------------------------------------------|------------------------------------------------|---------|---------------------------|------------|
| Item No. | Description of Work                           | CAT | Scheduled Value | Work Completed                    |             | Materials Presently Stored (Not In D or E) | Total Completed And Stored To Date (D + E + F) | % (G/C) | Balance To Finish (C - G) | Retainage  |
|          |                                               |     |                 | From Previous Application (D + E) | This Period |                                            |                                                |         |                           |            |
| 151      | 23 21 23 HVAC Pumps                           | L   | \$ 15,210       | \$ 15,210                         |             | \$ 4,000                                   | \$ 15,210                                      | 100%    | \$ -                      | \$ 761     |
| 152      | 23 21 23 HVAC Pumps                           | M   | \$ 23,110       | \$ 23,110                         |             |                                            | \$ 23,110                                      | 100%    | \$ -                      | \$ 1,156   |
| 153      | 23 25 00 Chemical Treatment Systems           | L   | \$ 7,020        |                                   |             |                                            | \$ -                                           |         | \$ 7,020                  | \$ -       |
| 154      | 23 25 00 Chemical Treatment Systems           | M   | \$ 4,500        |                                   |             |                                            | \$ 4,000                                       | 89%     | \$ 500                    | \$ 200     |
| 155      | 23 31 00 Ductwork                             | L   | \$ 75,950       | \$ 75,950                         |             |                                            | \$ 75,950                                      | 100%    | \$ -                      | \$ 3,798   |
| 156      | 23 31 00 Ductwork                             | M   | \$ 57,710       | \$ 57,710                         |             |                                            | \$ 57,710                                      | 100%    | \$ -                      | \$ 2,886   |
| 157      | 23 34 16 Centrifugal Fans                     | L   | \$ 800          | \$ 800                            |             |                                            | \$ 800                                         | 100%    | \$ -                      | \$ 40      |
| 158      | 23 34 16 Centrifugal Fans                     | M   | \$ 1,700        | \$ 1,700                          |             |                                            | \$ 1,700                                       | 100%    | \$ -                      | \$ 85      |
| 159      | 23 34 23 Power Ventilators                    | L   | \$ 1,590        | \$ 1,590                          |             |                                            | \$ 1,590                                       | 100%    | \$ -                      | \$ 80      |
| 160      | 23 34 23 Power Ventilators                    | M   | \$ 6,690        | \$ 6,690                          |             |                                            | \$ 6,690                                       | 100%    | \$ -                      | \$ 335     |
| 161      | 23 37 00 Grilles, Registers, and Diffusers    | L   | \$ 7,000        |                                   | \$ 6,400    |                                            | \$ 6,400                                       | 91%     | \$ 600                    | \$ 320     |
| 162      | 23 37 00 Grilles, Registers, and Diffusers    | M   | \$ 42,740       |                                   | \$ 42,740   |                                            | \$ 42,740                                      | 100%    | \$ -                      | \$ 2,137   |
| 163      | 23 57 33 Geothermal Heat Exchanger            | L   | \$ 99,590       | \$ 99,590                         |             |                                            | \$ 99,590                                      | 100%    | \$ -                      | \$ 4,980   |
| 164      | 23 57 33 Geothermal Heat Exchanger            | M   | \$ 45,900       | \$ 45,900                         |             |                                            | \$ 45,900                                      | 100%    | \$ -                      | \$ 2,295   |
| 165      | 23 74 23.13 Gas Fired Make-Up Air Units       | L   | \$ 3,180        | \$ 3,180                          |             |                                            | \$ 3,180                                       | 100%    | \$ -                      | \$ 159     |
| 166      | 23 74 23.13 Gas Fired Make-Up Air Units       | M   | \$ 20,240       | \$ 20,240                         |             |                                            | \$ 20,240                                      | 100%    | \$ -                      | \$ 1,012   |
| 167      | 23 75 13 Packaged Water Source Dedicated Outs | L   | \$ 3,800        | \$ 3,800                          |             |                                            | \$ 3,800                                       | 100%    | \$ -                      | \$ 190     |
| 168      | 23 75 13 Packaged Water Source Dedicated Outs | M   | \$ 55,360       | \$ 55,360                         |             |                                            | \$ 55,360                                      | 100%    | \$ -                      | \$ 2,768   |
| 169      | 23 81 46 Packaged Water Source Heat Pumps     | L   | \$ 7,960        | \$ 7,960                          |             |                                            | \$ 7,960                                       | 100%    | \$ -                      | \$ 398     |
| 170      | 23 81 46 Packaged Water Source Heat Pumps     | M   | \$ 43,990       | \$ 43,990                         |             |                                            | \$ 43,990                                      | 100%    | \$ -                      | \$ 2,200   |
| 171      | 23 82 00 Terminal Heat Transfer Equipment     | L   | \$ 5,550        | \$ 5,550                          |             |                                            | \$ 5,550                                       | 100%    | \$ -                      | \$ 278     |
| 172      | 23 82 00 Terminal Heat Transfer Equipment     | M   | \$ 20,180       | \$ 20,180                         |             |                                            | \$ 20,180                                      | 100%    | \$ -                      | \$ 1,009   |
| 173      | 26 05 13 Wire and Cable                       | L   | \$ 22,820       | \$ 17,880                         | \$ 2,500    |                                            | \$ 20,380                                      | 89%     | \$ 2,440                  | \$ 1,019   |
| 174      | 26 05 13 Wire and Cable                       | M   | \$ 33,000       | \$ 21,300                         | \$ 4,000    |                                            | \$ 25,300                                      | 77%     | \$ 7,700                  | \$ 1,265   |
| 175      | 26 05 33 Conduit and Boxes                    | L   | \$ 44,470       | \$ 44,470                         |             |                                            | \$ 44,470                                      | 100%    | \$ -                      | \$ 2,224   |
|          | SUBTOTALS PAGE 8                              |     | \$ 4,732,780    | \$ 3,908,749                      | \$ 301,822  | \$ 81,897                                  | \$ 4,292,468                                   | 91%     | \$ 440,312                | \$ 214,623 |

**CONTINUATION SHEET**

Page 10 of 12 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A        | B                                               |     | C               | D                                 | E           | F                                          | G                                              |         | H                         | I          |
|----------|-------------------------------------------------|-----|-----------------|-----------------------------------|-------------|--------------------------------------------|------------------------------------------------|---------|---------------------------|------------|
| Item No. | Description of Work                             | CAT | Scheduled Value | Work Completed                    |             | Materials Presently Stored (Not In D or E) | Total Completed And Stored To Date (D + E + F) | % (G/C) | Balance To Finish (C - G) | Retainage  |
|          |                                                 |     |                 | From Previous Application (D + E) | This Period |                                            |                                                |         |                           |            |
| 176      | 26 05 33 Conduit and Boxes                      | M   | \$ 46,500       | \$ 46,500                         |             |                                            | \$ 46,500                                      | 100%    | \$ -                      | \$ 2,325   |
| 177      | 26 05 73 Power System Study                     | LM  | \$ 2,930        | \$ -                              |             |                                            | \$ -                                           |         | \$ 2,930                  | \$ -       |
| 178      | 26 05 17 Electric Heat Trace and Snow Melt      | LM  | \$ 18,500       | \$ 18,500                         |             |                                            | \$ 18,500                                      | 100%    | \$ -                      | \$ 925     |
| 179      | 26 24 16 Panelboards (Distribution Equipment)   | L   | \$ 14,040       | \$ 12,200                         |             |                                            | \$ 12,200                                      | 87%     | \$ 1,840                  | \$ 610     |
| 180      | 26 24 16 Panelboards (Distribution Equipment)   | M   | \$ 92,000       | \$ 90,000                         |             |                                            | \$ 90,000                                      | 98%     | \$ 2,000                  | \$ 4,500   |
| 181      | 26 27 26 Wiring Devices                         | L   | \$ 7,610        |                                   | \$ 3,500    |                                            | \$ 3,500                                       | 46%     | \$ 4,110                  | \$ 175     |
| 182      | 26 27 26 Wiring Devices                         | M   | \$ 9,000        |                                   | \$ 4,500    |                                            | \$ 4,500                                       | 50%     | \$ 4,500                  | \$ 225     |
| 183      | 26 36 00 Transfer Switch                        | M   | \$ 34,000       | \$ 34,000                         |             |                                            | \$ 34,000                                      | 100%    | \$ -                      | \$ 1,700   |
| 184      | 26 51 19 LED Lighting & Lighting Control        | L   | \$ 33,940       | \$ 15,000                         | \$ 7,000    |                                            | \$ 22,000                                      | 65%     | \$ 11,940                 | \$ 1,100   |
| 185      | 26 51 19 LED Lighting & Lighting Control        | M   | \$ 137,000      | \$ 6,500                          | \$ 125,000  |                                            | \$ 131,500                                     | 96%     | \$ 5,500                  | \$ 6,575   |
| 186      | 27 05 28 Interior Communications Pathways       | L   | \$ 9,950        | \$ 9,950                          |             |                                            | \$ 9,950                                       | 100%    | \$ -                      | \$ 498     |
| 187      | 27 05 28 Interior Communications Pathways       | M   | \$ 9,000        | \$ 9,000                          |             |                                            | \$ 9,000                                       | 100%    | \$ -                      | \$ 450     |
| 188      | 27 05 43 Exterior Communications Pathways       | L   | \$ 4,450        | \$ 4,450                          |             |                                            | \$ 4,450                                       | 100%    | \$ -                      | \$ 223     |
| 189      | 27 05 43 Exterior Communications Pathways       | M   | \$ 1,200        | \$ 1,200                          |             |                                            | \$ 1,200                                       | 100%    | \$ -                      | \$ 60      |
| 190      | 27 13 00 Structured Cabling Requirements        | L   | \$ 33,350       | \$ 24,950                         |             |                                            | \$ 24,950                                      | 75%     | \$ 8,400                  | \$ 1,248   |
| 191      | 27 13 00 Structured Cabling Requirements        | M   | \$ 26,500       | \$ 20,000                         |             |                                            | \$ 20,000                                      | 75%     | \$ 6,500                  | \$ 1,000   |
| 192      | 28 31 00 Fire Alarm and Detection Systems       | L   | \$ 24,580       | \$ 11,200                         | \$ 2,500    |                                            | \$ 13,700                                      | 56%     | \$ 10,880                 | \$ 685     |
| 193      | 28 31 00 Fire Alarm and Detection Systems       | M   | \$ 42,000       | \$ 19,500                         | \$ 10,500   |                                            | \$ 30,000                                      | 71%     | \$ 12,000                 | \$ 1,500   |
| 194      | 31 20 00 Earthwork, Subgrade, and Subbase       | LM  | \$ 150,080      | \$ 141,000                        |             |                                            | \$ 141,000                                     | 94%     | \$ 9,080                  | \$ 7,050   |
| 195      | 31 25 00 Erosion and Sediment Control           | LM  | \$ 9,950        | \$ 7,850                          | \$ 1,200    |                                            | \$ 9,050                                       | 91%     | \$ 900                    | \$ 453     |
| 196      | 32 13 13 Portland Cement Concrete Pavement      | LM  | \$ 219,380      | \$ 219,380                        |             |                                            | \$ 219,380                                     | 100%    | \$ -                      | \$ 10,969  |
| 197      | 32 13 14 Sidewalks, Shared Use Paths, and Drive | LM  | \$ 32,180       |                                   | \$ 16,000   |                                            | \$ 16,000                                      | 50%     | \$ 16,180                 | \$ 800     |
| 198      | 32 17 23 Pavement Markings                      | LM  | \$ 1,290        |                                   |             |                                            | \$ -                                           |         | \$ 1,290                  | \$ -       |
| 199      | 32 92 19 Seeding                                | LM  | \$ 970          |                                   |             |                                            | \$ -                                           |         | \$ 970                    | \$ -       |
| 200      | 32 92 23 Sodding                                | LM  | \$ 39,320       |                                   |             |                                            | \$ -                                           |         | \$ 39,320                 | \$ -       |
|          | SUBTOTALS PAGE 9                                |     | \$ 5,732,500    | \$ 4,599,929                      | \$ 472,022  | \$ 81,897                                  | \$ 5,153,848                                   | 90%     | \$ 578,652                | \$ 257,692 |



**CONTINUATION SHEET**

Page 11 of 12 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: 12

PROJECT:

APPLICATION DATE: 3-Apr-25

ANKENY FIRE STATION #4

PERIOD TO: 3-Apr-25

ARCHITECT'S PROJECT NO: 901.4210

| A<br>Item<br>No. | B<br>Description of Work                        | CAT | C<br>Scheduled<br>Value | D<br>Work Completed                     |             | F<br>Materials<br>Presently<br>Stored<br>(Not In<br>D or E) | G                                                          |            | H<br>Balance<br>To Finish<br>(C - G) | I<br>Retainage |
|------------------|-------------------------------------------------|-----|-------------------------|-----------------------------------------|-------------|-------------------------------------------------------------|------------------------------------------------------------|------------|--------------------------------------|----------------|
|                  |                                                 |     |                         | From Previous<br>Application<br>(D + E) | This Period |                                                             | Total<br>Completed<br>And Stored<br>To Date<br>(D + E + F) | %<br>(G/C) |                                      |                |
| 201              | 32 93 00 Plant Material and Planting            | LM  | \$ 34,460               |                                         |             |                                                             | \$ -                                                       |            | \$ 34,460                            | \$ -           |
| 202              | 33 14 16 Water Main & Accessories               | L   | \$ 29,080               | \$ 29,080                               |             |                                                             | \$ 29,080                                                  | 100%       | \$ -                                 | \$ 1,454       |
| 203              | 33 14 16 Water Main & Accessories               | M   | \$ 32,950               | \$ 32,950                               |             |                                                             | \$ 32,950                                                  | 100%       | \$ -                                 | \$ 1,648       |
| 204              | 33 31 13 Sanitary Utility Piping                | L   | \$ 12,870               | \$ 12,870                               |             |                                                             | \$ 12,870                                                  | 100%       | \$ -                                 | \$ 644         |
| 205              | 33 31 13 Sanitary Utility Piping                | M   | \$ 4,050                | \$ 4,050                                |             |                                                             | \$ 4,050                                                   | 100%       | \$ -                                 | \$ 203         |
| 206              | 33 41 00 Subdrains and Footing Drain Collectors | L   | \$ 5,270                | \$ 5,270                                |             |                                                             | \$ 5,270                                                   | 100%       | \$ -                                 | \$ 264         |
| 207              | 33 41 00 Subdrains and Footing Drain Collectors | M   | \$ 2,500                | \$ 2,500                                |             |                                                             | \$ 2,500                                                   | 100%       | \$ -                                 | \$ 125         |
| 208              | 33 42 11 Storm Utility                          | L   | \$ 38,620               | \$ 38,620                               |             |                                                             | \$ 38,620                                                  | 100%       | \$ -                                 | \$ 1,931       |
| 209              | 33 42 11 Storm Utility                          | M   | \$ 57,700               | \$ 57,700                               |             |                                                             | \$ 57,700                                                  | 100%       | \$ -                                 | \$ 2,885       |
| 210              |                                                 |     |                         | \$ -                                    |             |                                                             | \$ -                                                       |            | \$ -                                 | \$ -           |
| 211              |                                                 |     |                         | \$ -                                    |             |                                                             | \$ -                                                       |            | \$ -                                 | \$ -           |
| 212              | PR-1 - Electrical Primary and City Comments     | LM  | \$ 23,436               | \$ 23,436                               |             |                                                             | \$ 23,436                                                  | 100%       | \$ -                                 | \$ 1,172       |
| 213              | PR-2 - Added Scope for Future Fueling Station   | LM  | \$ 4,971                | \$ 4,971                                |             |                                                             | \$ 4,971                                                   | 100%       | \$ -                                 | \$ 249         |
| 214              | PR-3 - Deduct Snow Melt and Transfer Switch     | LM  | \$ (52,500)             | \$ (52,500)                             |             |                                                             | \$ (52,500)                                                | 100%       | \$ -                                 | \$ (2,625)     |
| 215              | PR-4 - Door and Hardware Changes from Submit    | LM  | \$ 2,088                | \$ 2,088                                |             |                                                             | \$ 2,088                                                   | 100%       | \$ -                                 | \$ 104         |
| 216              | PR-5 - Remove Existing Foundation and Cap Exis  | LM  | \$ 6,966                | \$ 6,966                                |             |                                                             | \$ 6,966                                                   | 100%       | \$ -                                 | \$ 348         |
| 217              | PR-6 - Kitchen Range Changes                    | LM  | \$ (1,192)              | \$ (1,192)                              |             |                                                             | \$ (1,192)                                                 | 100%       | \$ -                                 | \$ (60)        |
| 218              | PR-7 - Vending EM Power                         | LM  | \$ -                    | \$ -                                    |             |                                                             | \$ -                                                       | 100%       | \$ -                                 | \$ -           |
| 219              | PR-8R1 - Extraction Piping                      | LM  | \$ 6,517                | \$ 6,017                                |             |                                                             | \$ 6,017                                                   | 92%        | \$ 500                               | \$ 301         |
| 220              | PR-9 - Signage Credit                           | M   | \$ (2,200)              | \$ (2,200)                              |             |                                                             | \$ (2,200)                                                 | 100%       | \$ -                                 | \$ (110)       |
| 221              | PR-11 - ADA Button and Concrete Changes         | LM  | \$ 1,165                |                                         | \$ 1,165    |                                                             | \$ 1,165                                                   | 100%       | \$ -                                 | \$ 58          |
| 222              | PR-12R - Relocate Heat Pump 12                  | LM  | \$ 6,498                |                                         | \$ 6,498    |                                                             | \$ 6,498                                                   | 100%       | \$ -                                 | \$ 325         |
| 223              | PR-13 - Framing Clips and Densglass             | LM  | \$ 5,949                |                                         | \$ 5,949    |                                                             | \$ 5,949                                                   | 100%       | \$ -                                 | \$ 297         |
| 224              | PR-14 - Plywood and Spray Foam at Parapet       | LM  | \$ 5,357                |                                         | \$ 5,357    |                                                             | \$ 5,357                                                   | 100%       | \$ -                                 | \$ 268         |
| 225              |                                                 |     |                         |                                         |             |                                                             | \$ -                                                       |            | \$ -                                 | \$ -           |
|                  | SUBTOTALS PAGE 10                               |     | \$ 5,957,055            | \$ 4,770,555                            | \$ 490,991  | \$ 81,897                                                   | \$ 5,343,443                                               | 90%        | \$ 613,612                           | \$ 267,172     |



**Tabulation of Stored Materials**

Contractor: HPC, L.L.C.  
Application Date:  
04/03/2025

| Invoice No.<br>(Materials Added) | Description of Material | (1)<br>Materials<br>Stored in Last<br>Application |                     | *(2)<br>Material Added Since<br>Last Application |               | (3)<br>Materials Used Since<br>Last Application |                     | (4)<br>Materials Stored in This<br>Application |                    |
|----------------------------------|-------------------------|---------------------------------------------------|---------------------|--------------------------------------------------|---------------|-------------------------------------------------|---------------------|------------------------------------------------|--------------------|
|                                  |                         | On-Site                                           | Off-Site            | On-Site                                          | Off-Site      | On-Site                                         | Off-Site            | On-Site                                        | Off-Site           |
| Interface 2514226                | Carpet                  | \$0.00                                            | \$10,348.27         |                                                  |               |                                                 |                     | \$0.00                                         | \$10,348.27        |
| Moeller Electric                 | Lighting                | \$0.00                                            | \$81,707.68         |                                                  |               |                                                 | \$81,707.68         | \$0.00                                         | \$0.00             |
| Construcion Supply               | Toilet Accessories      | \$0.00                                            | \$2,716.00          |                                                  |               |                                                 |                     | \$0.00                                         | \$2,716.00         |
| Construcion Supply               | Corner Guards           | \$0.00                                            | \$2,857.00          |                                                  |               |                                                 | \$2,857.00          | \$0.00                                         | \$0.00             |
| Construcion Supply               | FEC & FE                | \$0.00                                            | \$1,450.00          |                                                  |               |                                                 | \$1,450.00          | \$0.00                                         | \$0.00             |
| 3E - 8497524-05                  | Light Fixtures          | \$0.00                                            | \$3,020.00          |                                                  |               |                                                 | \$3,020.00          | \$0.00                                         | \$0.00             |
| 3E - 8497728-00                  | Light Fixtures          | \$0.00                                            | \$2,275.00          |                                                  |               |                                                 | \$2,275.00          | \$0.00                                         | \$0.00             |
| Construction Supply - 24172      | MB and TB               | \$0.00                                            | \$1,407.00          |                                                  |               |                                                 |                     | \$0.00                                         | \$1,407.00         |
| Setpoint - 32652                 | Grilles & Registers     | \$42,740.00                                       | \$0.00              |                                                  |               | \$42,740.00                                     |                     | \$0.00                                         | \$0.00             |
| Johnson Hardware                 | Wood Doors              | \$0.00                                            | \$13,375.34         |                                                  |               |                                                 |                     | \$0.00                                         | \$13,375.34        |
| Johnson Hardware                 | Hardware                | \$0.00                                            | \$36,283.00         |                                                  |               |                                                 |                     | \$0.00                                         | \$36,283.00        |
| Johnson Hardware                 | Hardware                | \$0.00                                            | \$9,071.00          |                                                  |               |                                                 |                     | \$0.00                                         | \$9,071.00         |
| Hydronic Energy - 098033         | Chem Feed               | \$4,000.00                                        | \$0.00              |                                                  |               |                                                 |                     | \$4,000.00                                     | \$0.00             |
| LHSS - 1079.US                   | Blinds                  | \$0.00                                            | \$4,697.00          |                                                  |               |                                                 |                     | \$0.00                                         | \$4,697.00         |
| Storage and Design               | Wood Lockers            | \$0.00                                            | \$50,000.00         |                                                  |               |                                                 | \$50,000.00         | \$0.00                                         | \$0.00             |
| Storage and Design               | Metal Lockers           | \$0.00                                            | \$11,400.00         |                                                  |               |                                                 | \$11,400.00         | \$0.00                                         | \$0.00             |
|                                  |                         | \$0.00                                            | \$0.00              |                                                  |               |                                                 |                     | \$0.00                                         | \$0.00             |
|                                  |                         | \$0.00                                            | \$0.00              |                                                  |               |                                                 |                     | \$0.00                                         | \$0.00             |
|                                  |                         | \$0.00                                            | \$0.00              |                                                  |               |                                                 |                     | \$0.00                                         | \$0.00             |
| <b>TOTAL</b>                     |                         | <b>\$46,740.00</b>                                | <b>\$230,607.29</b> | <b>\$0.00</b>                                    | <b>\$0.00</b> | <b>\$42,740.00</b>                              | <b>\$152,709.68</b> | <b>\$4,000.00</b>                              | <b>\$77,897.61</b> |

\$81,897.61



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #8 in the amount of \$64,892.22 to HR Green, Inc., for engineering services on the NW Irvinedale Drive & NW 18th Street Intersection Improvements project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Motion

LEGAL

No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. HR Green - Pymt #8



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Ankeny, IA - NW Irvinedale Drive & NW 18th Street Intersection Improvements  
Contractor: HR Green, Inc.  
Address: 5525 Merle Hay Road, Suite,200, Johnston, IA 50131  
Finance Budget Code: 922.3922.4210 Finance Project #: 922.4210  
Vendor Project #: 220196 Purchase Order #: NA  
Original Contract Date: May 6, 2024 Vendor Account #: 5531

Date of Council Meeting: April 21, 2025 Payment Application #: 8

Payment Period: From: November 30, 2024 Through: March 28, 2025

## Contract Summary:

Original Contract Amount: \$ 398,400.00  
Net Change by Change Orders: \$ 382,468.00  
Contract Amount to Date: (line 1 ± 2) \$ 780,868.00

Total Completed and Stored to Date: \$ 463,244.82  
Retainage: 0 % of Completed Work: \$ -  
Total Earned Less Retainage: \$ 463,244.82  
Less Previous Applications for Payment: \$ 398,352.60  
SUBTOTAL: \$ 64,892.22

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 64,892.22

Balance to Finish, Including Retainage: \$ 317,623.18

Contract Time Remaining: - Working Days

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

Construction Contractor Approval: NA  
Firm Name

Signature \_\_\_\_\_ Date \_\_\_\_\_

Engineer / Consultant Approval: HR Green, Inc.

Firm Name

Signature [Signature] Date April 11, 2025

City of Ankeny Staff Approval:

Signature [Signature] Date 4/11/2025

Submit to: Matt Grgurich, Civil Engineer II

E-mail: mrgurich@ankenyiowa.gov Phone Number: 515-963-3549



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

[illegible]

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

[illegible]

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

CONTRACT # \$ 463,244.82 PAY PERIOD = \$ 463,244.82

**COMPLETED = \$ 463,244.82**

100.00%



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date              | Amount       |
|-----|-------------------|--------------|
| 1   | June 17, 2024     | \$ 50,994.00 |
| 2   | July 15, 2024     | \$ 85,176.35 |
| 3   | September 3, 2024 | \$ 61,261.43 |
| 4   | October 21, 2024  | \$ 49,927.14 |
| 5   | November 4, 2024  | \$ 71,209.81 |
| 6   | December 2, 2024  | \$ 52,004.81 |
| 7   | January 20, 2025  | \$ 27,779.06 |
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## Previous Applications for Payment:

| No. | Date | Amount |
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PREVIOUS PAY APPS TOTAL = \$ 398,352.60

## Record of Change Orders:

| No. | Date              | Amount        |
|-----|-------------------|---------------|
| 1   | January 6, 2025   | \$ 69,053.00  |
| 2   | February 17, 2025 | \$ 313,415.00 |
| 3   |                   |               |
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CHANGE ORDER TOTAL = \$ 382,468.00

## Contract Time Remaining:

Contract Period: Working Days  
Construction Start Date:

## Substantial Completion:

Contract Working Days:  
Added by Change Order:  
Total Working Days: 0.0  
Working Days Used to Date:  
Working Days Remaining: 0.0

## Full Completion:

Contract Working Days:  
Added by Change Order:  
Total Working Days: 0.0  
Working Days Used to Date:  
Working Days Remaining: 0.0





Please Remit To:  
HR Green, Inc.  
PO Box 8213  
Des Moines, IA 50301-8213  
319-841-4000

City of Ankeny, IA  
Amy Quartell  
220 West 1st Street  
Ankeny, IA 50023

April 09, 2025  
Project No: 220196.01  
Invoice No: 186460  
Invoice Total: \$64,892.22

Project 220196.01 Ankeny, IA - NW 18th Street & NW Irvinedale Drive Design

Professional Services Through March 28, 2025

Phase 1 Project Management and Administration

Professional Personnel

|                       | Hours | Amount |        |
|-----------------------|-------|--------|--------|
| Junior Professional   | 1.00  | 135.00 |        |
| Senior Administrative | 1.00  | 135.00 |        |
| Totals                | 2.00  | 270.00 |        |
| Total Labor           |       |        | 270.00 |

Total this Phase \$270.00

Phase 2 Utility Coordination

Professional Personnel

|              | Hours | Amount   |          |
|--------------|-------|----------|----------|
| Professional | 13.50 | 2,583.00 |          |
| Technician   | 4.00  | 480.00   |          |
| Totals       | 17.50 | 3,063.00 |          |
| Total Labor  |       |          | 3,063.00 |

Consultants

|                         |                         |                    |          |
|-------------------------|-------------------------|--------------------|----------|
| Badger Daylighting Corp |                         |                    |          |
| 1/20/2025               | Badger Daylighting Corp | Potholing Services | 6,406.91 |
|                         | Total Consultants       |                    | 6,406.91 |
|                         |                         |                    | 6,406.91 |

Reimbursable Expenses

|                     |  |       |       |
|---------------------|--|-------|-------|
| Supplies            |  | 59.71 |       |
| Total Reimbursables |  | 59.71 | 59.71 |

Unit Charges

|                                         |  |       |       |
|-----------------------------------------|--|-------|-------|
| Mileage - Company Service Vehicle - .90 |  | 14.40 |       |
| Total Unit Charges                      |  | 14.40 | 14.40 |

Total this Phase \$9,544.02

Phase 4 Right-of-Way and Easements

Professional Personnel

|              | Hours | Amount |        |
|--------------|-------|--------|--------|
| Professional | 4.50  | 882.00 |        |
| Totals       | 4.50  | 882.00 |        |
| Total Labor  |       |        | 882.00 |

Payment is due within 30 days unless prior arrangements are made. Interest of 1.5% per month will be levied on overdue balances.

|         |           |                                         |         |        |
|---------|-----------|-----------------------------------------|---------|--------|
| Project | 220196.01 | Ankeny, IA - NW Irvinedale Drive and NW | Invoice | 186460 |
|---------|-----------|-----------------------------------------|---------|--------|

#### Consultants

JCG Land Services Inc.

|           |                          |         |                  |                  |
|-----------|--------------------------|---------|------------------|------------------|
| 3/28/2025 | JCG Land Services Inc.   | ROW Sub | 4,075.80         |                  |
| 3/28/2025 | JCG Land Services Inc.   | ROW Sub | 28,465.15        |                  |
|           | <b>Total Consultants</b> |         | <b>32,540.95</b> | <b>32,540.95</b> |

**Total this Phase** **\$33,422.95**

Phase 7 Final Design

#### Professional Personnel

|                     | Hours  | Amount    |                  |
|---------------------|--------|-----------|------------------|
| Administrative      | 3.00   | 234.00    |                  |
| Senior Professional | 4.00   | 1,060.00  |                  |
| Professional        | 40.00  | 7,370.00  |                  |
| Junior Professional | 88.25  | 12,721.25 |                  |
| Operators/Interns   | 3.00   | 270.00    |                  |
| Totals              | 138.25 | 21,655.25 |                  |
| <b>Total Labor</b>  |        |           | <b>21,655.25</b> |

**Total this Phase** **\$21,655.25**

#### Billing Limits

|                           | Current   | Prior      | To-Date            |
|---------------------------|-----------|------------|--------------------|
| Total Billings            | 64,892.22 | 398,352.60 | 463,244.82         |
| Limit                     |           |            | 496,133.00         |
| Remaining                 |           |            | 32,888.18          |
| <b>Total this Invoice</b> |           |            | <b>\$64,892.22</b> |



▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131  
Main 515.278.2913 + Fax 515.278.1846

▷ HRGREEN.COM

April 11, 2025

Matt Grgurich  
City of Ankeny  
1210 NW Prairie Ridge Drive  
Ankeny, IA 50023

**Progress Report & Attached Invoice**  
**Ankeny, IA - NW Irvinedale Drive & NW 18<sup>th</sup> Street Intersection Improvements**  
HRG Project No. 220196.01  
Contract date: May 6, 2024

Dear Matt:

Please find the attached invoice for our services on the above referenced project. A brief summary of the invoice and how it relates to project progress is provided below.

|                                                |                    |
|------------------------------------------------|--------------------|
| Attached Invoice #                             | 186460             |
| Period covered by invoice                      | 11/30/24 – 3/28/25 |
| Amount this invoice                            | \$64,892.22        |
| Total billings to date, including this invoice | \$463,244.82       |
| Contract maximum fee                           | \$496,133.00       |
| % of Contract billed to date                   | 93.37%             |

Summary of services during this billing period:

- Utility Coordination
- Staking of Right-of-Way and Easements
- Final Design
- Bid Letting

Comments:

- There was a meeting between the City and HR Green on 2/10, where decisions and agreements were made on extra scope effort as well as the scope for Construction Services. An amendment was drafted accordingly and subsequently approved at the City Council meeting on 2/17
- Design and bid letting services have commenced, with only right-of-way acquisition efforts remaining to be finished, processed, and billed.

Feel free to contact me if you have any questions about the attached invoice / progress of the project.

**HR GREEN, INC.**

Ryan Simbro, P.E.



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #5 in the amount of \$122,314.49 to Mainline Construction for construction services on the High Trestle Trail Experience Park - Phase 1 project.

ORIGINATING DEPARTMENT  
Parks & Recreation

COUNCIL GOAL

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Payment #5





# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: High Trestle Trail Experience Park - Phase 1  
Contractor: Mainline Construction  
Address: PO Box 173, Bondurant IA 50035  
Finance Budget Code: 990.3990.4408 Finance Project #: 990.4408  
Vendor Project #: \_\_\_\_\_ Purchase Order #: \_\_\_\_\_  
Original Contract Date: July 30, 2024 Vendor Account #: 12185

Date of Council Meeting: April 21, 2025 Payment Application #: 5

Payment Period: From: February 10, 2025 Through: April 10, 2025

## Contract Summary:

|                                          |    |            |  |
|------------------------------------------|----|------------|--|
| Original Contract Amount:                | \$ | 868,754.00 |  |
| Net Change by Change Orders:             | \$ | 13,550.76  |  |
| Contract Amount to Date: (line 1 ± 2)    | \$ | 882,304.76 |  |
| Total Completed and Stored to Date:      | \$ | 501,939.95 |  |
| Retainage: <u>5</u> % of Completed Work: | \$ | 25,097.00  |  |
| Total Earned Less Retainage:             | \$ | 476,842.95 |  |
| Less Previous Applications for Payment:  | \$ | 354,528.46 |  |
| SUBTOTAL:                                | \$ | 122,314.49 |  |

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 122,314.49

Balance to Finish, Including Retainage: \$ 405,461.81

Contract Time Remaining (Substantial): 16.0 #

Contract Time Remaining (Full): 16.0 #

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

Construction Contractor Approval: Mainline Construction

Signature: [Signature] Firm Name: \_\_\_\_\_ Date: 4/7/25

Engineer / Consultant Approval: ISG

Signature: [Signature] Firm Name: \_\_\_\_\_ Date: 04/07/2025

City of Ankeny Staff Approval:

Signature: [Signature] Date: 4/10/25

Submit to: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date Printed: 4/7/2025



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

| ITEM NO.           | DESCRIPTION<br>(Include Change Order # if Applicable) | UNITS | ORIGINAL PROPOSED QUANTITY | QUANTITY CHANGE (BY CHANGE ORDER) | TOTAL QUANTITY | UNIT PRICE   | EXTENDED PRICE | TOTAL QUANTITY THIS PAY PERIOD | TOTAL VALUE THIS PAY PERIOD | TOTAL QUANTITY FROM PREVIOUS PAY PERIODS | TOTAL QUANTITY COMPLETE | TOTAL VALUE OF COMPLETED WORK | REMAINING QUANTITY | PERCENT COMPLETE |
|--------------------|-------------------------------------------------------|-------|----------------------------|-----------------------------------|----------------|--------------|----------------|--------------------------------|-----------------------------|------------------------------------------|-------------------------|-------------------------------|--------------------|------------------|
| BASE BID           |                                                       |       |                            |                                   |                |              |                |                                |                             |                                          |                         |                               |                    |                  |
| 1                  | Clearing and Grubbing                                 | LS    | 1.00                       |                                   | 1.00           | \$ 8,400.00  | \$ 8,400.00    | \$ -                           | \$ -                        | 1.00                                     | 1.00                    | \$ 8,400.00                   | 0.00               | 100.00%          |
| 2                  | Topsoil, On-site                                      | CY    | 5,322.00                   |                                   | 5,322.00       | \$ 5.00      | \$ 26,610.00   | \$ -                           | \$ -                        | 5,022.00                                 | 5,022.00                | \$ 25,110.00                  | 300.00             | 94.36%           |
| 3                  | Excavation, Class 10                                  | CY    | 7,875.00                   |                                   | 7,875.00       | \$ 24.25     | \$ 190,968.75  | \$ -                           | \$ -                        | 7,875.00                                 | 7,875.00                | \$ 190,968.75                 | 0.00               | 100.00%          |
| 4                  | Removal of Known Pipe Culvert                         | LF    | 40.00                      |                                   | 40.00          | \$ 11.50     | \$ 460.00      | \$ -                           | \$ -                        |                                          | 0.00                    | \$ -                          | 40.00              | 0.00%            |
| 5                  | Storm Sewer, Trenched, PVC, 6 inch                    | LF    | 100.00                     |                                   | 100.00         | \$ 50.25     | \$ 5,025.00    | \$ -                           | \$ -                        | 100.00                                   | 100.00                  | \$ 5,025.00                   | 0.00               | 100.00%          |
| 6                  | Storm Sewer, Trenched, PVC, 6 inch                    | SY    | 81.00                      |                                   | 81.00          | \$ 162.00    | \$ 13,122.00   | \$ -                           | \$ -                        | 81.00                                    | 81.00                   | \$ 13,122.00                  | 0.00               | 100.00%          |
| 7                  | Sidewalk, PCC                                         | LS    | 1.00                       |                                   | 1.00           | \$ 15,000.00 | \$ 15,000.00   | 0.50                           | \$ 7,500.00                 | 0.50                                     | 1.00                    | \$ 15,000.00                  | 0.00               | 100.00%          |
| 8                  | Type 1 Permanent Lawn Mixture                         | AC    | 1.86                       |                                   | 1.86           | \$ 3,200.00  | \$ 5,952.00    | \$ -                           | \$ -                        |                                          | 0.00                    | \$ -                          | 1.86               | 0.00%            |
| 9                  | No Mow Fine Fescue Mix                                | AC    | 4.42                       |                                   | 4.42           | \$ 2,400.00  | \$ 10,608.00   | \$ -                           | \$ -                        |                                          | 0.00                    | \$ -                          | 4.42               | 0.00%            |
| 10                 | Dry Short Prairie Mix                                 | AC    | 2.62                       |                                   | 2.62           | \$ 2,700.00  | \$ 7,074.00    | \$ -                           | \$ -                        |                                          | 0.00                    | \$ -                          | 2.62               | 0.00%            |
| 11                 | Overstory Tree, 2.5 inch Caliper                      | EA    | 43.00                      |                                   | 43.00          | \$ 525.00    | \$ 22,575.00   | 15.00                          | \$ 7,875.00                 | 15.00                                    | 15.00                   | \$ 7,875.00                   | 28.00              | 34.88%           |
| 12                 | Overstory Tree, 4 inch Caliper                        | EA    | 17.00                      |                                   | 17.00          | \$ 850.00    | \$ 14,450.00   | 6.00                           | \$ 5,100.00                 | 6.00                                     | 6.00                    | \$ 5,100.00                   | 11.00              | 33.29%           |
| 13                 | Overstory Tree, 6 inch Caliper                        | EA    | 14.00                      |                                   | 14.00          | \$ 1,355.00  | \$ 18,970.00   | 14.00                          | \$ 18,970.00                |                                          | 14.00                   | \$ 18,970.00                  | 0.00               | 100.00%          |
| 14                 | Understory Tree, 1.5 inch Caliper                     | EA    | 17.00                      |                                   | 17.00          | \$ 435.00    | \$ 7,395.00    | 3.00                           | \$ 1,305.00                 |                                          | 3.00                    | \$ 1,305.00                   | 14.00              | 17.65%           |
| 15                 | Understory Tree, 6 foot Height                        | EA    | 45.00                      |                                   | 45.00          | \$ 435.00    | \$ 19,575.00   |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 45.00              | 0.00%            |
| 16                 | Evergreen Tree, 6 foot Height                         | EA    | 11.00                      |                                   | 11.00          | \$ 525.00    | \$ 5,775.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 11.00              | 0.00%            |
| 17                 | SWPPP Preparation                                     | LS    | 1.00                       |                                   | 1.00           | \$ 1,500.00  | \$ 1,500.00    | 1.00                           | \$ 1,500.00                 |                                          | 1.00                    | \$ 1,500.00                   | 0.00               | 100.00%          |
| 18                 | SWPPP Management                                      | LS    | 1.00                       |                                   | 1.00           | \$ 3,600.00  | \$ 3,600.00    | 1.00                           | \$ 3,600.00                 |                                          | 1.00                    | \$ 3,600.00                   | 0.00               | 100.00%          |
| 19                 | Temporary RECP, Type 2.B                              | SY    | 8,900.00                   |                                   | 8,900.00       | \$ 1.10      | \$ 9,790.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 8,900.00           | 0.00%            |
| 20                 | Wattle, Straw, 9 inch                                 | LF    | 8,517.00                   |                                   | 8,517.00       | \$ 2.15      | \$ 18,311.55   | \$ -                           | \$ -                        | 3,602.00                                 | 3,602.00                | \$ 7,744.30                   | 4,915.00           | 42.29%           |
| 21                 | Inlet Protection Device, Surface Applied              | EA    | 19.00                      |                                   | 19.00          | \$ 100.00    | \$ 1,900.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 19.00              | 0.00%            |
| 22                 | Mobilization                                          | LS    | 1.00                       |                                   | 1.00           | \$ 15,000.00 | \$ 15,000.00   | 0.50                           | \$ 7,500.00                 | 0.50                                     | 1.00                    | \$ 15,000.00                  | 0.00               | 100.00%          |
| 23                 | Tree Protection Fence                                 | LF    | 665.00                     |                                   | 665.00         | \$ 5.00      | \$ 3,325.00    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 665.00             | 0.00%            |
| 24                 | Lighting Control Cabinet & Metering Pedestal          | EA    | 3.00                       |                                   | 3.00           | \$ 10,238.00 | \$ 30,714.00   |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 3.00               | 0.00%            |
| 25                 | Handhole, 12 inch by 12 inch                          | EA    | 23.00                      |                                   | 23.00          | \$ 740.00    | \$ 17,020.00   | 4.00                           | \$ 2,960.00                 |                                          | 4.00                    | \$ 2,960.00                   | 19.00              | 17.39%           |
| 26                 | Handhole, 12 inch by 30 inch by 24 inch               | EA    | 10.00                      |                                   | 10.00          | \$ 1,800.00  | \$ 11,800.00   | 2.00                           | \$ 2,360.00                 |                                          | 2.00                    | \$ 2,360.00                   | 8.00               | 20.00%           |
| 27                 | Type B & BT Bollard Light                             | EA    | 33.00                      |                                   | 33.00          | \$ 2,881.00  | \$ 95,073.00   | 33.00                          | \$ 95,073.00                |                                          | 33.00                   | \$ 95,073.00                  | 0.00               | 100.00%          |
| 28                 | Circuit Wire, 10 Gauge                                | LF    | 34,935.00                  |                                   | 34,935.00      | \$ 0.79      | \$ 27,598.65   |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 34,935.00          | 0.00%            |
| 29                 | Circuit Wire, 8 Gauge                                 | LF    | 5,175.00                   |                                   | 5,175.00       | \$ 1.15      | \$ 5,951.25    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 5,175.00           | 0.00%            |
| 30                 | Circuit Wire, 6 Gauge                                 | LF    | 3,360.00                   |                                   | 3,360.00       | \$ 1.61      | \$ 5,409.60    |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 3,360.00           | 0.00%            |
| 31                 | Conduit, 1 inch                                       | LF    | 24,270.00                  |                                   | 24,270.00      | \$ 3.35      | \$ 81,304.50   | 6,814.00                       | \$ 22,826.90                |                                          | 6,814.00                | \$ 22,826.90                  | 17,456.00          | 28.08%           |
| 32                 | Tracer Wire, 10 Gauge Orange                          | LF    | 24,270.00                  |                                   | 24,270.00      | \$ 0.91      | \$ 22,085.70   |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 24,270.00          | 0.00%            |
| 33                 | Glow-Trail                                            | LS    | 1.00                       |                                   | 1.00           | \$ 60,000.00 | \$ 60,000.00   |                                | \$ -                        | 1.00                                     | 1.00                    | \$ 60,000.00                  | 0.00               | 100.00%          |
|                    | Stored Materials                                      | LS    | 1.00                       |                                   | 1.00           | \$ 47,817.80 | \$ 47,817.80   | (1.00)                         | \$ (47,817.80)              | 1.00                                     | 0.00                    | \$ -                          | 1.00               | 0.00%            |
| ALTERNATE A        |                                                       |       |                            |                                   |                |              |                |                                |                             |                                          |                         |                               |                    |                  |
| A1                 | Handhole, 12 inch by 12 inch                          | EA    | (23.00)                    |                                   | (23.00)        | \$ 740.00    | \$ (17,020.00) | \$ -                           | \$ -                        |                                          | 0.00                    | \$ -                          | (23.00)            | 0.00%            |
| A2                 | Type A and A1 Pedestrian Pole Light                   | EA    | 23.00                      |                                   | 23.00          | \$ 4,497.00  | \$ 103,431.00  |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 23.00              | 0.00%            |
| CHANGE ORDER ITEMS |                                                       |       |                            |                                   |                |              |                |                                |                             |                                          |                         |                               |                    |                  |
|                    |                                                       |       |                            |                                   | 0.00           |              | \$ -           |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 0.00               | 0.00%            |
|                    |                                                       |       |                            |                                   | 0.00           |              | \$ -           |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 0.00               | 0.00%            |
|                    |                                                       |       |                            |                                   | 0.00           |              | \$ -           |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 0.00               | 0.00%            |
|                    |                                                       |       |                            |                                   | 0.00           |              | \$ -           |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 0.00               | 0.00%            |
|                    |                                                       |       |                            |                                   | 0.00           |              | \$ -           |                                | \$ -                        |                                          | 0.00                    | \$ -                          | 0.00               | 0.00%            |

| TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK |               |
|-----------------------------------------------------------|---------------|
| CONTRACT =                                                | \$ 868,754.00 |
| PAY PERIOD =                                              | \$ 128,752.10 |
| COMPLETED =                                               | \$ 501,939.95 |
|                                                           | 57.78%        |

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

## Previous Applications for Payment:

| No. | Date               | Amount        |
|-----|--------------------|---------------|
| 1   | September 13, 2024 | \$ 73,140.50  |
| 2   | October 24, 2024   | \$ 216,970.50 |
| 3   | December 6, 2024   | \$ 14,809.55  |
| 4   | February 10, 2025  | \$ 49,607.91  |
| 5   |                    |               |
| 6   |                    |               |
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| 34  |                    |               |
| 35  |                    |               |

## Previous Applications for Payment:

| No. | Date | Amount |
|-----|------|--------|
| 36  |      |        |
| 37  |      |        |
| 38  |      |        |
| 39  |      |        |
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| 69  |      |        |
| 70  |      |        |

PREVIOUS PAY APPS TOTAL = \$ 354,528.46

## Record of Change Orders:

| No. | Date              | Amount       |
|-----|-------------------|--------------|
| 1   | November 27, 2024 | \$ 13,550.76 |
| 2   |                   |              |
| 3   |                   |              |
| 4   |                   |              |
| 5   |                   |              |
| 6   |                   |              |
| 7   |                   |              |
| 8   |                   |              |
| 9   |                   |              |
| 10  |                   |              |
| 11  |                   |              |
| 12  |                   |              |
| 13  |                   |              |
| 14  |                   |              |
| 15  |                   |              |

CHANGE ORDER TOTAL = \$ 13,550.76

## Contract Time Remaining:

|                          |                 |
|--------------------------|-----------------|
| Contract Period:         | April 25, 2025  |
| Construction Start Date: | August 28, 2024 |

## Substantial Completion:

|                            |       |
|----------------------------|-------|
| Contract Working Days:     | 241.0 |
| Added by Change Order:     |       |
| Total Working Days:        | 241.0 |
| Working Days Used to Date: | 225.0 |
| Working Days Remaining:    | 16.0  |

## Full Completion:

|                            |       |
|----------------------------|-------|
| Contract Working Days:     | 241.0 |
| Added by Change Order:     |       |
| Total Working Days:        | 241.0 |
| Working Days Used to Date: | 225.0 |
| Working Days Remaining:    | 16.0  |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #24 in the amount of \$1,077.10 to SVPA Architects Inc. for design and construction administration services associated with the Ankeny Fire Station No. 4 project.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Upgrade Essential Infrastructure

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

This item represents a progress payment request by the design team for construction administration work associated with the project.

CITY MANAGER/STAFF RECOMMENDATIONS:

The City Manager recommends approval of this item as presented.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

This item is specifically included in the City Council approved FY2025 budget.

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Pay Application #24



# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



**Project Title:** Fire Station No. 4  
**Contractor:** Savage-Ver Ploeg & Associates, Inc., dba SVPA Architects Inc.  
**Address:** 1466 28th Street, Suite 200, West Des Moines, IA 50266  
**Finance Budget Code:** 901.1901.4210 **Finance Project Code:** 901  
**Vendor Project or Invoice #:** 23019/0040405 **PO #**  
**Original Contract Date:** March 6, 2023 **Vendor #** 1859

**Date of Council Meeting** 04/21/2025 **PAYMENT REQUEST #** 24  
**PAYMENT PERIOD:** From: 03/03/25 through: 03/30/25

## Contract Summary

|                                         |    |            |                |
|-----------------------------------------|----|------------|----------------|
| Original Contract Amount:               | \$ | 348,400.00 |                |
| Net change by Change Orders:            | \$ | 12,500.00  |                |
| Contract Amount to Date: (line 1 ± 2)   | \$ | 360,900.00 |                |
| <br>Total completed and stored to date: | \$ | 360,029.00 |                |
| Retainage: 0 % of Completed Work:       | \$ | -          |                |
| Total Earned less Retainage:            | \$ | 360,029.00 | (LESS \$2,500) |
| Less previous applications for payment: | \$ | 356,545.00 |                |
| <b>SUBTOTAL</b>                         | \$ | 3,484.00   | 984.00         |

**OTHER CHARGES** (Please attach an itemized list) \$ 93.10

**CURRENT PAYMENT DUE** \$ 3,577.10  
 \$ 1,077.10

Balance to finish, including retainage: \$ 871.00  
 Contract Time Remaining (If applicable) - *correct liability Balance owed*

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

**Construction Contractor Approval:** \_\_\_\_\_  
 Firm Name

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Engineer/Consultant Approval:** SVPA Architects  
 Firm Name

Signature Robert F. Clark Date 4/4/2025

**City of Ankeny Staff Approval**  
 Signature Mike Schrock Date 04/09/2025

**Submit to:** Mike Schrock, Assistant City Manager  
**Email:** mschrock@ankenyiowa.gov **Phone:** 515-965-6420 **Fax:**

45 miles @ .70 = \$ 31.50





www.svpa-architects.com  
Phone 515.327.5990

1466 28th Street, Suite 200  
West Des Moines, Iowa 50266

Mike Schrock  
City of Ankeny  
410 West First Street  
Ankeny, IA 50023-0944

April 4, 2025  
Project No: 23019.00  
Invoice No: 0040405

Project 23019.00 Ankeny Fire Station #4  
Beyond Fee: Snyder & Associates Survey Services \$4,600.  
Professional Services from March 3, 2025 to March 30, 2025

Phase 03 Schematic Design  
Fee

| Billing Phase               | Fee        | Percent Complete | Earned     |
|-----------------------------|------------|------------------|------------|
| Schematic Design            | 52,260.00  | 100.00           | 52,260.00  |
| Design Development          | 69,680.00  | 100.00           | 69,680.00  |
| Construction Documents      | 132,392.00 | 100.00           | 132,392.00 |
| Bidding/Negotiation         | 6,968.00   | 100.00           | 6,968.00   |
| Construction Administration | 87,100.00  | 99.00            | 86,229.00  |
| Amendment #1                | 12,500.00  | 100.00           | 12,500.00  |
| Total Fee                   | 360,900.00 |                  | 360,029.00 |

Previous Fee Billing 356,545.00  
Current Fee Billing 3,484.00

$(-2,500) = \$984.00$

Total Fee

$\$357,529$

Total this Phase

~~3,484.00~~  
~~\$3,484.00~~  $\$984.00$

Phase 07 Construction Administration

Reimbursable Expenses

|                     |       |       |
|---------------------|-------|-------|
| Mileage & Parking   | 61.60 |       |
| Total Reimbursables | 61.60 | 61.60 |

Unit Billing

|         |  |       |
|---------|--|-------|
| Mileage |  | 31.50 |
|---------|--|-------|

Total this Phase \$93.10

Total this Invoice \$3,577.10

|         |          |                        |         |         |
|---------|----------|------------------------|---------|---------|
| Project | 23019.00 | Ankeny Fire Station #4 | Invoice | 0040405 |
|---------|----------|------------------------|---------|---------|

**Billings to Date**

|               | Current         | Prior             | Total             |
|---------------|-----------------|-------------------|-------------------|
| Fee           | 3,484.00        | 356,545.00        | 360,029.00        |
| Consultant    | 0.00            | 4,600.00          | 4,600.00          |
| Expense       | 61.60           | 16,393.35         | 16,454.95         |
| Unit          | 31.50           | 560.05            | 591.55            |
| <b>Totals</b> | <b>3,577.10</b> | <b>378,098.40</b> | <b>381,675.50</b> |

Authorized By: Robert F. Ormsby

Robert Ormsby

# Expense Report

NAME: Casey White  
WEEK ENDING

0.7

| DATE      | TO                | JOB#  | PROJECT     | MILES | \$        |
|-----------|-------------------|-------|-------------|-------|-----------|
| 3/12/2025 | Altoona City Hall | 24046 | Altoona FS  | 38    | \$ 26.60  |
| 3/11/2025 | Ankeny FS 4       | 23019 | Ankeny FS 4 | 44    | \$ 30.80  |
| 3/25/2025 | Elevator DSM      | 24029 | Elevator    | 15    | \$ 10.50  |
| 3/26/2025 | Ankeny FS 4       | 23019 | Ankeny FS 4 | 44    | \$ 30.80  |
|           |                   |       |             |       | \$ -      |
|           |                   |       |             |       | \$ -      |
|           |                   |       |             |       | \$ -      |
|           |                   |       |             |       |           |
|           |                   |       |             |       |           |
| Total     |                   |       |             | 141.0 | \$ 101.20 |

| OTHER     |          |         |                  |
|-----------|----------|---------|------------------|
| DATE      | PROJECT  | EXPENSE | EXPLANATION      |
| 3/25/2025 | Elevator | \$ 2.50 | Parking Downtown |
|           |          | \$ -    |                  |
|           |          | \$ -    |                  |
|           |          |         |                  |
|           |          |         |                  |
|           |          |         |                  |
|           |          |         |                  |
|           |          |         |                  |
|           |          |         |                  |

88 miles @ .70 = \$ 61.60



## Mike Schrock

---

**Subject:** FW: [External] SVPA Invoice 40405

**Mike Schrock** | Interim City Manager  
City of Ankeny

**From:** Meaghn Vogl <m-vogl@svpa-architects.com>  
**Sent:** Tuesday, April 8, 2025 9:31 AM  
**To:** Mike Schrock <MSchrock@Ankenylowa.gov>  
**Cc:** Robert T. Ormsby <B-Ormsby@svpa-architects.com>  
**Subject:** RE: [External] SVPA Invoice 40405

**CAUTION:** This email is from an **EXTERNAL** sender. Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. When uncertain, use caution and reach out to the sender from a known trusted communication method before proceeding. Just because you know the sender, does not mean this specific email is safe.

Mike,  
Please short pay invoice 40405 by \$2,500.00.  
Thank you,

**Meaghn K. Vogl**  
*Chief Financial Officer*



1466 28th Street, Suite 200 • West Des Moines, Iowa 50266  
[m-vogl@svpa-architects.com](mailto:m-vogl@svpa-architects.com)  
direct 515.280.2411 office 515.327.5990  
[twitter](#) | [facebook](#) | [linkedin](#) | [svpa-architects.com](http://svpa-architects.com)

**From:** Mike Schrock <MSchrock@Ankenylowa.gov>  
**Sent:** Monday, April 7, 2025 11:20 AM  
**To:** Meaghn Vogl <m-vogl@svpa-architects.com>  
**Cc:** Robert T. Ormsby <B-Ormsby@svpa-architects.com>; Casey White <c-white@svpa-architects.com>  
**Subject:** RE: SVPA Invoice 40405

Meaghn – Good morning.

We still have the outstanding issue with being overbilled \$2,500 on Amendment #1. We either need to amend the contract, or make a note that shows the \$2,500 deduct to the SVPA portion of the bill. I can process this invoice for \$984.00 + reimbursables in the amount of \$93.10 for a total payment of \$1,077.10. That would mean after this payment, there is \$871.00 remaining on the SVPA contract.

Thoughts?

**Mike Schrock** | Interim City Manager  
City of Ankeny

**From:** Meaghn Vogl <[m-vogl@svpa-architects.com](mailto:m-vogl@svpa-architects.com)>  
**Sent:** Friday, April 4, 2025 2:45 PM  
**To:** Mike Schrock <[MSchrock@Ankenylowa.gov](mailto:MSchrock@Ankenylowa.gov)>  
**Subject:** [External] SVPA Invoice 40405

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**CAUTION:** This email is from an **EXTERNAL** sender. Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. When uncertain, use caution and reach out to the sender from a known trusted communication method before proceeding. Just because you know the sender, does not mean this specific email is safe.

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Mike,  
Please see the attached invoice for our March services, totaling \$3,577.10.  
Please contact me immediately if you receive any emails that appear suspicious and claim to be from me.  
SVPA will only request payments via check and no other forms.  
Thank you,

**Meaghn K. Vogl**  
*Chief Financial Officer*



1466 28th Street, Suite 200 • West Des Moines, Iowa 50266  
[m-vogl@svpa-architects.com](mailto:m-vogl@svpa-architects.com)  
direct 515.280.2411 office 515.327.5990  
[twitter](#) | [facebook](#) | [linkedin](#) | [svpa-architects.com](http://svpa-architects.com)





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve Payment #1 in the amount of \$14,730.00 to Veenstra & Kimm, Inc. for engineering services on the Water Tower - Design Services project.

ORIGINATING DEPARTMENT  
Municipal Utilities

COUNCIL GOAL  
Upgrade Essential Infrastructure

ACTION REQUESTED  
Motion  
LEGAL  
No review required.

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Veenstra & Kimm - Pymt #1

# APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



**Project Title:** Water Tower-Design Services  
**Contractor:** Veenstra & Kimm, Inc.  
**Address:** 6775 Vista Drive, West Des Moines, IA 50266  
**Finance Budget Code:** 617.3617.4210 **Finance Project #** 617.4210  
**Vendor Project or Invoice #:** 115296 **PO #**  
**Original Contract Date:** March 3, 2025 **Vendor #** 479

**Date of Council Meeting:** April 21, 2025 **PAYMENT REQUEST #** 1  
**PAYMENT PERIOD:** From: February 16, 2025 Through: March 22, 2025

## Contract Summary

|                                         |               |              |
|-----------------------------------------|---------------|--------------|
| Original Contract Amount:               | \$ 294,600.00 |              |
| Net change by Change Orders:            | \$ -          |              |
| Contract Amount to Date: (line 1 ± 2)   | \$ 294,600.00 |              |
| Total completed and stored to date:     | \$ 14,730.00  |              |
| Retainage: 0 % of Completed Work:       | \$ -          |              |
| Total Earned less Retainage:            | \$ 14,730.00  |              |
| Less previous applications for payment: | \$ -          |              |
| SUBTOTAL                                |               | \$ 14,730.00 |

**OTHER CHARGES** (Attach an itemized list) \$ -

**CURRENT PAYMENT DUE** \$ 14,730.00

Balance to finish, including retainage: \$ 279,870.00

Contract Time Remaining (If applicable) - Working Days

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

## Construction Contractor Approval:

Firm Name

Signature

Date

## Engineer / Consultant Approval:

Veenstra & Kimm, Inc.

Firm Name

Signature

Date

April 3, 2025

## City of Ankeny Staff Approval:

Signature

Date

4-4-25

## Submit to:

Don Clark, PE - Director of Municipal Utilities

## E-mail:

[DClark@Ankenylowa.gov](mailto:DClark@Ankenylowa.gov)

Phone: 515-963-3529

Fax: 515-963-3535



**VEENSTRA  
& KIMM INC.**  
STATEMENT OF PROFESSIONAL SERVICES

City of Ankeny  
220 West 1st Street  
Ankeny, IA 50023-1557

March 28, 2025  
Invoice No: 115296 - 1

Project Manager Forrest Aldrich

Engineering services for Water Tower - Design Services  
**Professional Services from February 16, 2025 to March 22, 2025**

**Fee**

|                  |            |                           |                    |
|------------------|------------|---------------------------|--------------------|
| Total Fee        | 294,600.00 |                           |                    |
| Percent Complete | 5.00       | Total Earned              | 14,730.00          |
|                  |            | Previous Fee Billing      | 0.00               |
|                  |            | Current Fee Billing       | 14,730.00          |
|                  |            | <b>Total Fee</b>          | <b>14,730.00</b>   |
|                  |            | <b>Total this Invoice</b> | <b>\$14,730.00</b> |

**Billings to Date**

|               | <b>Current</b>   | <b>Prior</b> | <b>Total</b>     |
|---------------|------------------|--------------|------------------|
| Fee           | 14,730.00        | 0.00         | 14,730.00        |
| <b>Totals</b> | <b>14,730.00</b> | <b>0.00</b>  | <b>14,730.00</b> |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve the April 21, 2025 Accounts Payable.

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. AP Recap
2. AP Check Report

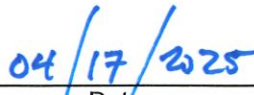
**CITY OF ANKENY**  
**ACCOUNTS PAYABLE RECAP**  
**APRIL 21, 2025**

| <u>Fund</u> |                                     | <u>PAYMENTS</u>        |
|-------------|-------------------------------------|------------------------|
| 100         | General Fund                        | \$ 331,773.03          |
| 220         | Fire Gift Fund                      | 925.30                 |
| 233         | Hotel Motel Tax Fund                | -                      |
| 240         | Parks Improvements                  | -                      |
| 250         | Police Gift Fund                    | -                      |
| 260         | Road Use Tax Fund                   | 50,257.75              |
| 270         | Seizure Fund                        | -                      |
| 280         | Tax Increment Financing Fund        | -                      |
| 284         | Economic Development Fund           | -                      |
| 290         | Police/Fire Pension Fund            | 1,929.08               |
| 300         | Debt Service Fund                   | -                      |
| 430         | Library Foundation Fund             | 489.68                 |
| 440         | Park Dedication Trust Fund          | -                      |
| 445         | Sports Complex Foundation Fund      | -                      |
| 446         | Ankeny Garden Club                  | -                      |
| 448         | Miracle Park Fund                   | -                      |
| 449         | Dog Park Trust Fund                 | -                      |
| 484         | Civic Trust Fund                    | -                      |
| 491         | Ankeny Foundation Fund              | -                      |
| 500         | Solid Waste Fund                    | -                      |
| 510         | Water Fund                          | 817,461.56             |
| 520         | Water Improvement Fund              | -                      |
| 530         | Water Sinking Fund                  | -                      |
| 550         | Sewer Fund                          | 695,424.98             |
| 560         | Sewer Improvement Fund              | -                      |
| 570         | Sewer Sinking Fund                  | -                      |
| 580         | Stormwater Fund                     | 10,787.09              |
| 590         | Golf Course Fund                    | 47,340.20              |
| 600-699     | Enterprise Project Funds            | 69,759.38              |
| 710         | Revolving Fund                      | 6,563.95               |
| 720         | Risk Management Fund                | 9,262.07               |
| 730         | Health Insurance Fund               | 328.02                 |
| 770         | Sustainability Revolving Loan       | -                      |
| 780         | Economic Development Revolving      | -                      |
| 790         | Equipment Reserve Fund              | -                      |
| 800-880,890 | Special Assessments Funds           | -                      |
| 900         | BAN/Bond Activity Fund              | -                      |
| 882-998     | Capital Projects Funds              | 1,075,621.62           |
|             | Sub Total                           | \$ 3,117,923.71        |
|             | Payroll Totals                      | 1,508,511.14           |
|             | Service Transfers/ACH Drafts        | (220,288.75)           |
|             | Agenda Payments Approved Separately | (1,076,338.84)         |
|             | Grand Total                         | <u>\$ 3,329,807.26</u> |

Honorable Mayor & City Council:

It is my recommendation that the City Council approve payment of the bills listed from funds as shown.

  
 City Manager

  
 Date

VENDOR SET: 01 City of Ankeny  
BANK: \* ALL BANKS  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D. | NAME       | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------|------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| C-CHECK     | VOID CHECK | V      | 4/21/2025     |                   |          | 251432      |                 |                 |

| * * T O T A L S * * | NO            | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|---------------------|---------------|----------------|-----------|--------------|
| REGULAR CHECKS:     | 0             | 0.00           | 0.00      | 0.00         |
| HAND CHECKS:        | 0             | 0.00           | 0.00      | 0.00         |
| DRAFTS:             | 0             | 0.00           | 0.00      | 0.00         |
| EFT:                | 0             | 0.00           | 0.00      | 0.00         |
| NON CHECKS:         | 0             | 0.00           | 0.00      | 0.00         |
| VOID CHECKS:        | 1 VOID DEBITS | 0.00           |           |              |
|                     | VOID CREDITS  | 0.00           | 0.00      | 0.00         |

TOTAL ERRORS: 0

|                              | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|------------------------------|----|----------------|-----------|--------------|
| VENDOR SET: 01 BANK: TOTALS: | 1  | 0.00           | 0.00      | 0.00         |
| BANK: TOTALS:                | 1  | 0.00           | 0.00      | 0.00         |



VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.         | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|---------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 008725              | A-PLUS LAWN & LANDSCAPE-ANKENY |        |               |                   |          |             |                 |                 |
| I-1867761           | 03/25 WATER CARE SERVICE       | R      | 4/21/2025     | 1,838.50          |          | 251358      |                 |                 |
| I-1879879           | WATER DIFFUSER SVC-GEORGETWN   | R      | 4/21/2025     | 159.00            |          | 251358      |                 |                 |
| I-1879880           | POND APPLICATIONS CONTRACT     | R      | 4/21/2025     | 1,396.91          |          | 251358      |                 | 3,394.41        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 3,394.41        |
| 004997              | ABSOLUTE CONCRETE CONSTRUCTION |        |               |                   |          |             |                 |                 |
| I-14923             | WATER MAIN REPAIR              | R      | 4/21/2025     | 5,566.80          |          | 251359      |                 | 5,566.80        |
| 004997              | ABSOLUTE CONCRETE CONSTRUCTION |        |               |                   |          |             |                 |                 |
| I-15162             | SEWER MAIN REPAIR              | R      | 4/21/2025     | 22,500.00         |          | 251360      |                 | 22,500.00       |
| 004997              | ABSOLUTE CONCRETE CONSTRUCTION |        |               |                   |          |             |                 |                 |
| I-PAY 14-ORLBRTWYTR | PAY 14-OLBR TRL/STATE UNDRPS   | R      | 4/21/2025     | 471,770.87        |          | 251361      |                 | 471,770.87      |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 3 CHECKS    |                 | 499,837.67      |
| 008578              | ACCESS TECHNOLOGIES INC        |        |               |                   |          |             |                 |                 |
| I-INV1754022        | 2/28/25-3/30/25 STATEMENT      | R      | 4/21/2025     | 1,931.72          |          | 251362      |                 | 1,931.72        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,931.72        |
| 000003              | ACCO UNLIMITED CORP            |        |               |                   |          |             |                 |                 |
| I-0251033-IN        | CHECK VALVE/TUBING - PARKS     | R      | 4/21/2025     | 358.05            |          | 251363      |                 | 358.05          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 358.05          |
| 000164              | G & S HARDWARE INC             |        |               |                   |          |             |                 |                 |
| I-210861/2          | FERTILIZER SPREADER - STREETS  | R      | 4/21/2025     | 33.99             |          | 251364      |                 | 33.99           |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 33.99           |
| 005541              | ACUSHNET COMPANY               |        |               |                   |          |             |                 |                 |
| I-920077223         | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 1,571.24          |          | 251365      |                 |                 |
| I-920095525         | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 124.52            |          | 251365      |                 |                 |
| I-920118005         | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 330.04            |          | 251365      |                 |                 |
| I-920132971         | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 330.05            |          | 251365      |                 |                 |
| I-920159390         | MERCH FOR RESALE - OC          | R      | 4/21/2025     | 59.42             |          | 251365      |                 |                 |
| I-920202506         | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 130.01            |          | 251365      |                 |                 |
| I-920214978         | MERCHANDISE FOR RESALE-OC      | R      | 4/21/2025     | 4,173.19          |          | 251365      |                 | 6,718.47        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 6,718.47        |
| 011830              | DOE ADOVOR                     |        |               |                   |          |             |                 |                 |
| I-04/04/2025        | MILEAGE 4/4/25 MILEAGE         | E      | 4/23/2025     | 20.30             |          | 011627      |                 | 20.30           |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 20.30           |
| 012303              | AECOM TECHNICAL SERVICES, INC  |        |               |                   |          |             |                 |                 |
| I-2001004207 #1     | PAY 1-I35/36TH INTRCHG IMP     | E      | 4/23/2025     | 6,106.32          |          | 011608      |                 | 6,106.32        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 6,106.32        |

VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.      | NAME                           | STATUS | CHECK     | INVOICE  | DISCOUNT | CHECK    | CHECK  | CHECK    |
|------------------|--------------------------------|--------|-----------|----------|----------|----------|--------|----------|
|                  |                                |        | DATE      | AMOUNT   |          | NO       | STATUS | AMOUNT   |
| 000226           | AIRGAS NORTH CENTRAL INC       |        |           |          |          |          |        |          |
| I-5515043156     | CYLINDER RENTALS - MU          | R      | 4/21/2025 | 5.58     |          | 251366   |        |          |
| I-5515043237     | CYLINDER RENTALS - FD          | R      | 4/21/2025 | 125.55   |          | 251366   |        |          |
| I-9159800376     | OXYGEN - FD                    | R      | 4/21/2025 | 68.39    |          | 251366   |        | 199.52   |
|                  | *** VENDOR TOTALS ***          |        |           |          |          | 1 CHECKS |        | 199.52   |
| 011840           | ALL AMERICAN FIRE EQUIPMENT IN |        |           |          |          |          |        |          |
| I-404106A        | APPLIANCES                     | R      | 4/21/2025 | 1,181.41 |          | 251367   |        |          |
| I-404110         | FIRE HOSE - NEW FIRE ENGINE    | R      | 4/21/2025 | 329.39   |          | 251367   |        |          |
| I-404113B        | EQUIPMENT - NEW FIRE TRUCK     | R      | 4/21/2025 | 443.95   |          | 251367   |        |          |
| I-404128A        | ADAPTERS AND MOUNTS            | R      | 4/21/2025 | 1,165.53 |          | 251367   |        |          |
| I-404128B        | ELEVTR KEY SET-NEW FIRE TRUCK  | R      | 4/21/2025 | 430.00   |          | 251367   |        |          |
| I-404132         | EQUIPMENT - NEW FIRE TRUCK     | R      | 4/21/2025 | 492.49   |          | 251367   |        |          |
| I-404177         | HOSE STRAP - FD                | R      | 4/21/2025 | 270.60   |          | 251367   |        | 4,313.37 |
|                  | *** VENDOR TOTALS ***          |        |           |          |          | 1 CHECKS |        | 4,313.37 |
| 000875           | ALL STAR PRO GOLF INC          |        |           |          |          |          |        |          |
| I-INV39483       | MERCHANDISE FOR RESALE         | R      | 4/21/2025 | 1,012.79 |          | 251368   |        | 1,012.79 |
|                  | *** VENDOR TOTALS ***          |        |           |          |          | 1 CHECKS |        | 1,012.79 |
| 009262           | AMAZON CAPITAL SERVICES INC    |        |           |          |          |          |        |          |
| C-141J-N7M1-31D6 | BLENDER - OC                   | E      | 4/23/2025 | 49.99CR  |          | 011583   |        |          |
| C-1CQ1-D6RX-17G9 | CR: MULTIMEDIA -KL             | E      | 4/23/2025 | 6.06CR   |          | 011583   |        |          |
| I-119D-NC44-4JV7 | NOTEBOOKS/ADAPTERS - IT        | E      | 4/23/2025 | 74.77    |          | 011583   |        |          |
| I-13PJ-FKHW-749H | DATE STAMP - STORMWATER        | E      | 4/23/2025 | 36.75    |          | 011583   |        |          |
| I-14WX-KD11-HVDN | MULTIMEDIA - KL                | E      | 4/23/2025 | 174.04   |          | 011583   |        |          |
| I-173K-RCQR-DY3N | TRAINING BOOKS - FD            | E      | 4/23/2025 | 12.32    |          | 011583   |        |          |
| I-19G3-KNR4-PTHQ | MULTIMEDIA - KL                | E      | 4/23/2025 | 456.41   |          | 011583   |        |          |
| I-19PH-WG6T-CNPD | CLOTHESPINS - KL               | E      | 4/23/2025 | 6.99     |          | 011583   |        |          |
| I-19YN-XTNL-1XHY | MISC BOOKS- KL                 | E      | 4/23/2025 | 108.81   |          | 011583   |        |          |
| I-1F3T-FX3G-49KF | TOOL KIT -P&R                  | E      | 4/23/2025 | 59.52    |          | 011583   |        |          |
| I-1FCL-JFCV-F9GH | OFFICE SUPPLIES/VACUUM BAG-ACC | E      | 4/23/2025 | 227.82   |          | 011583   |        |          |
| I-1FMM-FNW9-HX4P | STICKERS/MAGNETS/MISC-KL       | E      | 4/23/2025 | 72.95    |          | 011583   |        |          |
| I-1FXX-97GP-GHD6 | GASKET SET - MU                | E      | 4/23/2025 | 17.32    |          | 011583   |        |          |
| I-1G4N-41M4-GHL4 | SAFETY GLASSES - PW            | E      | 4/23/2025 | 17.99    |          | 011583   |        |          |
| I-1G63-TQPJ-67T6 | TENNIS NETS-P&R                | E      | 4/23/2025 | 310.44   |          | 011583   |        |          |
| I-1GJ6-TKPN-7VN1 | SURGE PROTECTORS - IT          | E      | 4/23/2025 | 756.72   |          | 011583   |        |          |
| I-1H9L-FTVJ-7QMR | ROUND DINING TABLES-KL         | E      | 4/23/2025 | 173.78   |          | 011583   |        |          |
| I-1H9Q-LPTR-636W | VACUUM - CG                    | E      | 4/23/2025 | 80.99    |          | 011583   |        |          |
| I-1J9P-TQL7-M4JN | POWER WASHER - PD              | E      | 4/23/2025 | 839.00   |          | 011583   |        |          |
| I-1K6X-XVW4-DRIT | BOOK CLUB BOOKS - KL           | E      | 4/23/2025 | 56.80    |          | 011583   |        |          |
| I-1KVP-313C-41DY | SEED SPREADER - PRSC           | E      | 4/23/2025 | 28.99    |          | 011583   |        |          |
| I-1LL6-7DT9-D6H9 | MULTIMEDIA - KL                | E      | 4/23/2025 | 13.98    |          | 011583   |        |          |
| I-1MFW-3X9M-F6VG | GROUND ANCHORS - PRSC          | E      | 4/23/2025 | 400.00   |          | 011583   |        |          |
| I-1MR1-W7FH-MG1C | EAR PLUGS/BOOTS/JACKETS-PW     | E      | 4/23/2025 | 520.86   |          | 011583   |        |          |
| I-1PHY-HV3F-794R | GROUND ANCHORS - PRSC          | E      | 4/23/2025 | 160.00   |          | 011583   |        |          |
| I-1R3F-R9TH-9KDL | TAPE/CUPS - MU                 | E      | 4/23/2025 | 34.89    |          | 011583   |        |          |
| I-1RFW-94J7-66XW | CAMERA REEL CONT/CANDLE-KL     | E      | 4/23/2025 | 117.45   |          | 011583   |        |          |

VENDOR SET: 01 City of Ankeny  
 BANK: APFNB FIRST NATIONAL BANK AMES  
 DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.           | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-----------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| I-1RJ1T-J1KP-4W3T     | TAPE MEASURES/BINDERS - MU     | E      | 4/23/2025     | 62.00             |          | 011583      |                 |                 |
| I-1RNY-T4HH-4XH6      | TV ANTENNAS                    | E      | 4/23/2025     | 796.30            |          | 011583      |                 |                 |
| I-1T9K-T449-4YRL      | PING PONG PADLS/CNTRS-ACC      | E      | 4/23/2025     | 175.74            |          | 011583      |                 |                 |
| I-1TGK-RR4K-J66Q      | CORD HIDER - KL                | E      | 4/23/2025     | 19.99             |          | 011583      |                 |                 |
| I-1TQF-L636-11NP      | UNIT #925 AIR VALVE            | E      | 4/23/2025     | 65.24             |          | 011583      |                 |                 |
| I-1WGH-VFLW-DQNF      | MULTIMEDIA - KL                | E      | 4/23/2025     | 29.99             |          | 011583      |                 |                 |
| I-1WN3-R67V-7LMW      | CAR CHARGERS - MU              | E      | 4/23/2025     | 66.62             |          | 011583      |                 |                 |
| I-1X4K-KLXX-6WJ1      | MULTIMEDIA - KL                | E      | 4/23/2025     | 71.97             |          | 011583      |                 |                 |
| I-1XDN-63DD-3GQT      | FOLDERS - PSB                  | E      | 4/23/2025     | 51.48             |          | 011583      |                 |                 |
| I-1XKH-LC3L-77GG      | DOOR MATS/BLENDERS-OC          | E      | 4/23/2025     | 141.29            |          | 011583      |                 | 6,184.16        |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 6,184.16        |
| 011996                | ANKENY HARDWARE STORE LLC      |        |               |                   |          |             |                 |                 |
| I-1163978             | HEADLAMP - FD                  | E      | 4/23/2025     | 61.98             |          | 011601      |                 |                 |
| I-1166851             | DRILL BITS - PARKS             | E      | 4/23/2025     | 48.71             |          | 011601      |                 |                 |
| I-1168021             | DRILL BITS/SCREWS - PARKS      | E      | 4/23/2025     | 13.78             |          | 011601      |                 |                 |
| I-1168168             | HILLMAN - PRSC                 | E      | 4/23/2025     | 1.30              |          | 011601      |                 |                 |
| I-1168198             | CONNECTOR/WASHER - PKS         | E      | 4/23/2025     | 8.78              |          | 011601      |                 |                 |
| I-1168200             | KEY- HWKY                      | E      | 4/23/2025     | 34.90             |          | 011601      |                 |                 |
| I-1168204             | BRS NIP/VALVE/HEX NIP - HWKY   | E      | 4/23/2025     | 24.57             |          | 011601      |                 |                 |
| I-1168333             | DEEP SOCKET -PKS               | E      | 4/23/2025     | 7.79              |          | 011601      |                 |                 |
| I-1168518             | HILLMAN - FS1                  | E      | 4/23/2025     | 2.38              |          | 011601      |                 |                 |
| I-1168985             | HILLMAN - PKS                  | E      | 4/23/2025     | 9.98              |          | 011601      |                 |                 |
| I-1169009             | NICKEL PLATED KEY-PKS          | E      | 4/23/2025     | 24.43             |          | 011601      |                 |                 |
| I-1169036             | COUPLING - PRSC SB CONC        | E      | 4/23/2025     | 5.99              |          | 011601      |                 |                 |
| I-1169082             | HILLMAN - PKS                  | E      | 4/23/2025     | 4.74              |          | 011601      |                 |                 |
| I-1169145             | NICKLE PLATED KEY-PKS          | E      | 4/23/2025     | 13.96             |          | 011601      |                 |                 |
| I-1169266             | SPARK PLUG/YARDBOSS STIHL-PRSC | E      | 4/23/2025     | 453.88            |          | 011601      |                 |                 |
| I-1169284             | BATTERIES - OCM                | E      | 4/23/2025     | 45.97             |          | 011601      |                 |                 |
| I-1169411             | HILLMAN - CFAC                 | E      | 4/23/2025     | 0.50              |          | 011601      |                 |                 |
| I-1169439             | TARP STRAP/BRAID ROPE-HWKY     | E      | 4/23/2025     | 26.36             |          | 011601      |                 | 790.00          |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 790.00          |
| 004201                | TSJM TOWING SERVICE LLC        |        |               |                   |          |             |                 |                 |
| I-25-66612            | TOW/HOOK FEE - PD              | R      | 4/21/2025     | 75.00             |          | 251369      |                 | 75.00           |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 75.00           |
| 009326                | RYAN ARENDSE                   |        |               |                   |          |             |                 |                 |
| I-03/18/25 MEAL       | 3/18/25 MEAL                   | E      | 4/23/2025     | 13.92             |          | 011620      |                 | 13.92           |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 13.92           |
| 000057                | ARNOLD MOTOR SUPPLY            |        |               |                   |          |             |                 |                 |
| I-15NV205655          | UNIT #742 PARTS                | R      | 4/21/2025     | 62.08             |          | 251370      |                 |                 |
| I-15NV205928          | UNIT #121 OIL FILTER           | R      | 4/21/2025     | 38.86             |          | 251370      |                 |                 |
| I-15NV206129          | SPARK PLUGS - CG               | R      | 4/21/2025     | 3.36              |          | 251370      |                 |                 |
| I-15NV206134          | SPARK PLUG - CG                | R      | 4/21/2025     | 5.33              |          | 251370      |                 |                 |
| I-15NV206179          | OIL FILTERS - CG               | R      | 4/21/2025     | 15.33             |          | 251370      |                 |                 |
| I-15NV206372          | PISTON TOOL - CG               | R      | 4/21/2025     | 38.99             |          | 251370      |                 |                 |

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| VENDOR I.D.      | NAME                        | STATUS | CHECK                 | INVOICE   | DISCOUNT | CHECK    | CHECK  | CHECK     |
|------------------|-----------------------------|--------|-----------------------|-----------|----------|----------|--------|-----------|
|                  |                             |        | DATE                  | AMOUNT    |          | NO       | STATUS | AMOUNT    |
| I-15NV206461     | UNIT #121 OIL FILTER        | R      | 4/21/2025             | 38.86     |          | 251370   |        |           |
| I-15NV206471     | AMP TEST CLIP - PRSC        | R      | 4/21/2025             | 3.99      |          | 251370   |        |           |
| I-15NV206513     | #690 #691 OIL FILTER/OIL    | R      | 4/21/2025             | 58.58     |          | 251370   |        | 265.38    |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 265.38    |
| 012092           | ASCENDANCE TRUCKS LLC       |        |                       |           |          |          |        |           |
| I-XA301027388:01 | UNIT #925 PARTS             | R      | 4/21/2025             | 228.50    |          | 251371   |        |           |
| I-XA301027432:01 | UNIT #229 PARTS             | R      | 4/21/2025             | 316.19    |          | 251371   |        | 544.69    |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 544.69    |
| 002549           | ATLANTIC BOTTLING COMPANY   |        |                       |           |          |          |        |           |
| I-5072596        | BEVERAGE FOR RESALE - HWKY  | R      | 4/21/2025             | 1,933.18  |          | 251372   |        |           |
| I-5074494        | BEVERAGES FOR RESALE - OC   | R      | 4/21/2025             | 719.55    |          | 251372   |        |           |
| I-5086988        | BEVERAGES FOR RESALE - OC   | R      | 4/21/2025             | 176.60    |          | 251372   |        | 2,829.33  |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 2,829.33  |
| 008024           | AUREON COMMUNICATIONS LLC   |        |                       |           |          |          |        |           |
| I-20429302       | 04/01/25-04/30/25 STATEMENT | E      | 4/23/2025             | 2,309.47  |          | 011577   |        | 2,309.47  |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 2,309.47  |
| 005865           | TASER INTERNATIONAL INC     |        |                       |           |          |          |        |           |
| I-INUS328250     | AXON FLEET 2025 INVOICE     | R      | 4/21/2025             | 55,200.02 |          | 251373   |        | 55,200.02 |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 55,200.02 |
| 008057           | BACKFLOW SOLUTIONS INC      |        |                       |           |          |          |        |           |
| I-10212          | IRRIGATION MAIL INSERT-MU   | R      | 4/21/2025             | 700.00    |          | 251374   |        | 700.00    |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 700.00    |
| 000067           | BAKER & TAYLOR INC          |        |                       |           |          |          |        |           |
| I-2038952132     | MISC BOOKS - KL             | E      | 4/23/2025             | 1,184.60  |          | 011535   |        |           |
| I-2038977677     | MISC BOOKS - KL             | E      | 4/23/2025             | 677.72    |          | 011535   |        |           |
| I-2038989509     | MISC BOOKS - KL             | E      | 4/23/2025             | 455.28    |          | 011535   |        | 2,317.60  |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 2,317.60  |
| 000064           | BAKER ELECTRIC INC          |        |                       |           |          |          |        |           |
| I-24624-01       | ELECTRICAL                  | R      | 4/21/2025             | 2,400.00  |          | 251375   |        |           |
| I-24624-01 (2)   | SWITCHGEAR                  | R      | 4/21/2025             | 1,100.00  |          | 251375   |        | 3,500.00  |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 3,500.00  |
| 010118           | BEACON ATHLETICS LLC        |        |                       |           |          |          |        |           |
| I-0608352-IN     | BEACON PLUG BUCKET - PRSC   | E      | 4/23/2025             | 315.00    |          | 011591   |        | 315.00    |
|                  |                             |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 315.00    |

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| VENDOR I.D.                                         | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-----------------------------------------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 006349                                              | HY-VEE INC-BDI                 |        |               |                   |          |             |                 |                 |
| I-90435                                             | ALCOHOL FOR RESALE-OC          | R      | 4/21/2025     | 1,248.59          |          | 251376      |                 | 1,248.59        |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,248.59        |
| 008331                                              | BLACK CLOVER ENTERPRISES LLC   |        |               |                   |          |             |                 |                 |
| I-BCE209802                                         | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 1,056.48          |          | 251377      |                 | 1,056.48        |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,056.48        |
| 007515                                              | EFFLUENT INC                   |        |               |                   |          |             |                 |                 |
| I-I11435                                            | 03/2025 KYBO RENTALS DOG/SNRSE | R      | 4/21/2025     | 135.00            |          | 251378      |                 | 135.00          |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 135.00          |
| 005174                                              | BOUND TREE MEDICAL LLC         |        |               |                   |          |             |                 |                 |
| C-70363816                                          | CR: EMS SUPPLIES               | R      | 4/21/2025     | 29.85CR           |          | 251379      |                 |                 |
| I-85677437                                          | AED BATTERY- OC                | R      | 4/21/2025     | 455.00            |          | 251379      |                 |                 |
| I-85712017                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 1,665.11          |          | 251379      |                 |                 |
| I-85713728                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 304.60            |          | 251379      |                 |                 |
| I-85713729                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 304.60            |          | 251379      |                 |                 |
| I-85713730                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 304.60            |          | 251379      |                 |                 |
| I-85713731                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 162.25            |          | 251379      |                 |                 |
| I-85715206                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 207.70            |          | 251379      |                 |                 |
| I-85715207                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 207.70            |          | 251379      |                 |                 |
| I-85715208                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 207.70            |          | 251379      |                 |                 |
| I-85715209                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 3,674.07          |          | 251379      |                 |                 |
| I-85717493                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 253.02            |          | 251379      |                 |                 |
| I-85721186                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 7.12              |          | 251379      |                 |                 |
| I-85721187                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 14.24             |          | 251379      |                 |                 |
| I-85721188                                          | EMS SUPPLIES                   | R      | 4/21/2025     | 35.60             |          | 251379      |                 | 7,773.46        |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 7,773.46        |
| 000127                                              | BRICK GENTRY PC                |        |               |                   |          |             |                 |                 |
| I-443913                                            | 03/25/2025 STATEMENT 224.017   | R      | 4/21/2025     | 195.00            |          | 251380      |                 |                 |
| I-443918                                            | 03/25/2025 STATEMENT 224.012   | R      | 4/21/2025     | 255.00            |          | 251380      |                 |                 |
| I-443919                                            | 03/25/2025 STATEMENT 224.010   | R      | 4/21/2025     | 270.00            |          | 251380      |                 |                 |
| I-443921                                            | 03/25/25 STATEMENT 224.011     | R      | 4/21/2025     | 6,235.91          |          | 251380      |                 |                 |
| I-443922                                            | 3/25/25 STATEMENT 224.014      | R      | 4/21/2025     | 150.00            |          | 251380      |                 | 7,105.91        |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 7,105.91        |
| 011611                                              | BROTHERS CLEANING CORPORATION  |        |               |                   |          |             |                 |                 |
| I-PAY 6-2023 RALLYCM PAY 6-2023 RALLY COMPLEX PK DE |                                | R      | 4/21/2025     | 50,082.00         |          | 251381      |                 | 50,082.00       |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 50,082.00       |
| 008738                                              | BULB GUY LIGHTING              |        |               |                   |          |             |                 |                 |
| I-23290                                             | LED - PW                       | E      | 4/23/2025     | 496.20            |          | 011579      |                 |                 |
| I-23291                                             | LEDs - PD                      | E      | 4/23/2025     | 413.50            |          | 011579      |                 |                 |
| I-23292                                             | LEDs -AC                       | E      | 4/23/2025     | 99.24             |          | 011579      |                 | 1,008.94        |
|                                                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,008.94        |

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| VENDOR I.D.  | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|--------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 011030       | CALLAWAY GOLF SALES CO         |        |               |                   |          |             |                 |                 |
| I-940025903  | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 1,270.75          |          | 251382      |                 | 1,270.75        |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,270.75        |
| 005401       | CAPITAL SANITARY SUPPLY CO INC |        |               |                   |          |             |                 |                 |
| I-C403775    | DISINFECTANT - FD              | E      | 4/23/2025     | 279.14            |          | 011567      |                 | 279.14          |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 279.14          |
| 000117       | CARMEN'S FLOWERS               |        |               |                   |          |             |                 |                 |
| I-017435     | PLANT - K MUNTER               | R      | 4/21/2025     | 70.00             |          | 251383      |                 | 70.00           |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 70.00           |
| 004613       | CENTRAL IOWA DISTRIBUTING      |        |               |                   |          |             |                 |                 |
| I-01019668   | DISINFECT/SQUEEGEES- PKS       | E      | 4/23/2025     | 222.00            |          | 011562      |                 | 222.00          |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 222.00          |
| 011409       | CENTRAL MCGOWAN INC            |        |               |                   |          |             |                 |                 |
| I-0000374348 | BEVERAGES FOR RESALE - OC      | E      | 4/23/2025     | 33.00             |          | 011594      |                 | 33.00           |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 33.00           |
| 007388       | COMPUTERIZED FLEET ANALYSIS IN |        |               |                   |          |             |                 |                 |
| I-15522      | CFA SOFTWARE                   | R      | 4/21/2025     | 2,995.00          |          | 251384      |                 | 2,995.00        |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 2,995.00        |
| 011576       | CINTAS CORPORATION             |        |               |                   |          |             |                 |                 |
| C-9309631193 | CR: STREETS PRICING CREDIT     | R      | 4/21/2025     | 847.61CR          |          | 251385      |                 |                 |
| I-4222268917 | 2/25/25 SVCS - STREETS         | R      | 4/21/2025     | 427.63            |          | 251385      |                 |                 |
| I-4222269058 | MAT/UNIFORM RENTALS - PKS      | R      | 4/21/2025     | 126.09            |          | 251385      |                 |                 |
| I-4225185324 | 3/25/25 SVCS - WATER           | R      | 4/21/2025     | 195.90            |          | 251385      |                 |                 |
| I-4225185422 | 3/25/25 SVCS - STREETS         | R      | 4/21/2025     | 459.17            |          | 251385      |                 |                 |
| I-4225721055 | 3/31/25 SVCS - WASTEWATER      | R      | 4/21/2025     | 140.02            |          | 251385      |                 |                 |
| I-4225723469 | 3/31/25 SVCS - ACC             | R      | 4/21/2025     | 31.50             |          | 251385      |                 |                 |
| I-4225880893 | UNIFORM RENTAL - OCM           | R      | 4/21/2025     | 59.95             |          | 251385      |                 |                 |
| I-4225886195 | 4/01/25 SVCS - WATER           | R      | 4/21/2025     | 195.90            |          | 251385      |                 |                 |
| I-4225886213 | 4/01/25 SVCS - STREETS         | R      | 4/21/2025     | 459.17            |          | 251385      |                 |                 |
| I-4225886411 | 4/01/25 SVCS - PARK MAINT      | R      | 4/21/2025     | 126.09            |          | 251385      |                 |                 |
| I-4226447756 | 4/07/25 SVCS - WASTEWATER      | R      | 4/21/2025     | 140.02            |          | 251385      |                 |                 |
| I-4226450394 | MAT RENTAL - ACC               | R      | 4/21/2025     | 31.50             |          | 251385      |                 |                 |
| I-4226627826 | MAT/UNIFORM RENTALS-OCM        | R      | 4/21/2025     | 99.96             |          | 251385      |                 |                 |
| I-4226633311 | 4/08/25 SVCS - STREETS         | R      | 4/21/2025     | 459.17            |          | 251385      |                 |                 |
| I-4226633312 | 4/08/25 SVCS - WATER           | R      | 4/21/2025     | 195.90            |          | 251385      |                 |                 |
| I-4226633569 | MAT/UNIFORM RENTAL -PKS        | R      | 4/21/2025     | 126.09            |          | 251385      |                 |                 |
| I-4226761071 | SUPPLY RENTALS - OC            | R      | 4/21/2025     | 45.03             |          | 251385      |                 | 2,471.48        |
|              | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 2,471.48        |



VENDOR SET: 01 City of Ankeny  
 BANK: APFNB FIRST NATIONAL BANK AMES  
 DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.    | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|----------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 002726         | CITY OF DES MOINES TREASURY    |        |               |                   |          |             |                 |                 |
| I-139756       | FY25 #11 WRA MONTHLY ALLOCATN  | R      | 4/21/2025     | 656,011.60        |          | 251386      |                 | 656,011.60      |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 656,011.60      |
| 002407         | CIVIL DESIGN ADVANTAGE LLC     |        |               |                   |          |             |                 |                 |
| I-48145 #13    | PAY 13-WSTLWN UTLTY IMP DSGN   | E      | 4/23/2025     | 14,553.00         |          | 011554      |                 |                 |
| I-48146 #1     | PAY 1-WSTLWN UTLTY IMP- PH1    | E      | 4/23/2025     | 6,234.00          |          | 011554      |                 | 20,787.00       |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 20,787.00       |
| 009761         | CLEAR BROOK COUNSELING PROFESS |        |               |                   |          |             |                 |                 |
| I-03/27/2025   | FIRE COUNSELING SVCS           | R      | 4/21/2025     | 100.00            |          | 251387      |                 |                 |
| I-04/10/2025   | FIRE COUNSELING SVCS           | R      | 4/21/2025     | 100.00            |          | 251387      |                 | 200.00          |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 200.00          |
| 001732         | ROGER CLEVELAND GOLF CO INC    |        |               |                   |          |             |                 |                 |
| I-8310447 SO   | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 1,996.80          |          | 251388      |                 |                 |
| I-8335231 SO   | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 1,350.18          |          | 251388      |                 |                 |
| I-8350430 SO   | MERCHANDISE FOR RESALE         | R      | 4/21/2025     | 2,202.80          |          | 251388      |                 |                 |
| I-8354117 SO   | SPECIAL ORDER MERCH OC         | R      | 4/21/2025     | 182.75            |          | 251388      |                 |                 |
| I-8356271 SO   | STOCK MERCH FOR RESALE -OC     | R      | 4/21/2025     | 199.68            |          | 251388      |                 |                 |
| I-8359504 SO   | MERCH FOR RESALE - OC          | R      | 4/21/2025     | 198.48            |          | 251388      |                 |                 |
| I-8362590 SO   | MERCH FOR RESALE - OC          | R      | 4/21/2025     | 317.70            |          | 251388      |                 | 6,448.39        |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 6,448.39        |
| 009121         | CONTRACTOR SOLUTIONS           |        |               |                   |          |             |                 |                 |
| I-1-563522     | DISCHARGE PUMP                 | R      | 4/21/2025     | 2,450.00          |          | 251389      |                 | 2,450.00        |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 2,450.00        |
| 009277         | CONVERGE ONE INC               |        |               |                   |          |             |                 |                 |
| I-INV1064541   | CRADLEPOINT LICENSE - IT       | E      | 4/23/2025     | 184.80            |          | 011584      |                 | 184.80          |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 184.80          |
| 001654         | CUMMINS, INC                   |        |               |                   |          |             |                 |                 |
| I-J4-250378613 | GEN INSPECTION - ASR #2        | E      | 4/23/2025     | 2,019.69          |          | 011547      |                 |                 |
| I-J4-250378615 | GEN INSPECTION - CH            | E      | 4/23/2025     | 999.15            |          | 011547      |                 |                 |
| I-J4-250378716 | GEN INSPECTION - IRVINDALE     | E      | 4/23/2025     | 999.15            |          | 011547      |                 |                 |
| I-J4-250378719 | GEN INSPECTION - PD            | E      | 4/23/2025     | 1,142.15          |          | 011547      |                 |                 |
| I-J4-250378887 | GEN INSPECTION - FS#3          | E      | 4/23/2025     | 969.15            |          | 011547      |                 |                 |
| I-J4-250378888 | GEN INSPECTION - PSB           | E      | 4/23/2025     | 969.15            |          | 011547      |                 |                 |
| I-J4-250378913 | GEN INSPECTION - MAG PUMP      | E      | 4/23/2025     | 1,067.15          |          | 011547      |                 |                 |
| I-J4-250379049 | GEN INSPECTION - FS#2          | E      | 4/23/2025     | 999.15            |          | 011547      |                 |                 |
| I-J4-250379051 | GEN INSPECTION - WASTEWATER    | E      | 4/23/2025     | 1,289.40          |          | 011547      |                 |                 |
| I-J4-250379096 | GEN INSPECTION - MAINT FAC     | E      | 4/23/2025     | 969.15            |          | 011547      |                 |                 |
| I-J4-250379296 | GEN INSPECTION - WATER         | E      | 4/23/2025     | 1,003.43          |          | 011547      |                 |                 |
| I-J4-250379410 | GEN INSPECTION - FS#1          | E      | 4/23/2025     | 967.15            |          | 011547      |                 |                 |
| I-J4-250379411 | GEN INSPECTION-FS#1            | E      | 4/23/2025     | 871.18            |          | 011547      |                 | 14,265.05       |
|                | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 14,265.05       |

VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.          | NAME                          | STATUS | CHECK     | INVOICE    | DISCOUNT | CHECK    | CHECK  | CHECK      |
|----------------------|-------------------------------|--------|-----------|------------|----------|----------|--------|------------|
|                      |                               |        | DATE      | AMOUNT     |          | NO       | STATUS | AMOUNT     |
| 000146               | CENTURY HOMES CO              |        |           |            |          |          |        |            |
| I-86923IN            | CHALK-PRSC                    | R      | 4/21/2025 | 1,064.00   |          | 251390   |        |            |
| I-87169IN            | ROW SUPPLIES - STREETS        | R      | 4/21/2025 | 993.75     |          | 251390   |        | 2,057.75   |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 2,057.75   |
| 001003               | ED DANIELS                    |        |           |            |          |          |        |            |
| I-122042             | FILTERS -FD                   | E      | 4/23/2025 | 69.94      |          | 011546   |        |            |
| I-122043             | FILTERS - OC                  | E      | 4/23/2025 | 386.59     |          | 011546   |        |            |
| I-122044             | FILTERS - PKS                 | E      | 4/23/2025 | 18.08      |          | 011546   |        |            |
| I-122045             | FILTERS - PD                  | E      | 4/23/2025 | 410.20     |          | 011546   |        | 884.81     |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 884.81     |
| 003359               | KEVIN DEAVER                  |        |           |            |          |          |        |            |
| I-02/25-04/25MRTLART | FY25 MARTIAL ARTS FEB-APR     | E      | 4/23/2025 | 2,380.00   |          | 011556   |        | 2,380.00   |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 2,380.00   |
| 000605               | DEMCO INC                     |        |           |            |          |          |        |            |
| I-7625138            | POLISH/PROTCTRS/JKTS - KL     | E      | 4/23/2025 | 303.96     |          | 011544   |        | 303.96     |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 303.96     |
| 000758               | DES MOINES IRON & SUPPLY CO   |        |           |            |          |          |        |            |
| I-1904692774         | HR FLT -OCM                   | R      | 4/21/2025 | 11.90      |          | 251391   |        |            |
| I-1904693375         | STAINLESS ANG - PKS           | R      | 4/21/2025 | 50.07      |          | 251391   |        | 61.97      |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 61.97      |
| 012080               | DES MOINES WATER WORKS - CIWW |        |           |            |          |          |        |            |
| I-000186 03/31/25    | 03/31/2025 STATEMENT          | R      | 4/21/2025 | 28,700.00  |          | 251392   |        |            |
| I-005039 04/01/25    | 04/01/2025 STATEMENT          | R      | 4/21/2025 | 120,333.24 |          | 251392   |        |            |
| I-005040 04/01/25    | 04/01/2025 STATEMENT          | R      | 4/21/2025 | 106,443.83 |          | 251392   |        |            |
| I-084793 04/01/25    | 04/01/2025 STATEMENT          | R      | 4/21/2025 | 92,394.48  |          | 251392   |        |            |
| I-099890 04/01/25    | 04/01/2025 STATEMENT          | R      | 4/21/2025 | 109,104.12 |          | 251392   |        |            |
| I-101656 04/01/25    | 04/01/2025 STATEMENT          | R      | 4/21/2025 | 91,984.93  |          | 251392   |        |            |
| I-105134 04/01/25    | 04/01/2025 STATEMENT          | R      | 4/21/2025 | 160,704.00 |          | 251392   |        | 709,664.60 |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 709,664.60 |
| 000161               | DEWEY FORD INC                |        |           |            |          |          |        |            |
| I-637567 FOW         | UNIT #929 HANDLE ASSEMBLY     | R      | 4/21/2025 | 83.90      |          | 251393   |        |            |
| I-FTCS56114          | #725 REPAIRS                  | R      | 4/21/2025 | 2,535.20   |          | 251393   |        | 2,619.10   |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 2,619.10   |
| 004568               | DOLL DISTRIBUTING LLC         |        |           |            |          |          |        |            |
| I-1732827            | HAWKEYE BEER ORDER            | E      | 4/23/2025 | 1,077.40   |          | 011561   |        |            |
| I-1735045            | ALCOHOL FOR RESALE-OC         | E      | 4/23/2025 | 1,523.90   |          | 011561   |        |            |
| I-1739844            | ALCOHOL FOR RESALE - OC       | E      | 4/23/2025 | 661.35     |          | 011561   |        | 3,262.65   |
|                      | *** VENDOR TOTALS ***         |        |           |            |          | 1 CHECKS |        | 3,262.65   |

VENDOR SET: 01 City of Ankeny  
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DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.         | NAME                           | STATUS | CHECK                 | INVOICE   | DISCOUNT | CHECK    | CHECK  | CHECK     |
|---------------------|--------------------------------|--------|-----------------------|-----------|----------|----------|--------|-----------|
|                     |                                |        | DATE                  | AMOUNT    |          | NO       | STATUS | AMOUNT    |
| 007346              | BRANDON DYER                   |        |                       |           |          |          |        |           |
| I-03/10/25-03/14/25 | 3/10-3/14/25 MEALS             | E      | 4/23/2025             | 45.93     |          | 011616   |        | 45.93     |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 45.93     |
| 010388              | KYLE DYKSTRA                   |        |                       |           |          |          |        |           |
| I-4/01/2025         | BOOT REIMBURSEMENT             | E      | 4/23/2025             | 140.00    |          | 011622   |        | 140.00    |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 140.00    |
| 006319              | EDWARD DON AND COMPANY         |        |                       |           |          |          |        |           |
| I-33345986          | SCRUBBERS/TWLS/CLNR/SUPS-OC    | R      | 4/21/2025             | 353.04    |          | 251394   |        | 353.04    |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 353.04    |
| 000186              | ELECTRONIC ENGINEERING         |        |                       |           |          |          |        |           |
| I-121004878-1       | UNIT #243 RADIO REPAIR         | E      | 4/23/2025             | 190.00    |          | 011536   |        | 190.00    |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 190.00    |
| 012275              | EMS MANAGEMENT & CONSULTANTS,  |        |                       |           |          |          |        |           |
| I-EMS-014065        | 03/2025 AMB BILLING SERVICES   | R      | 4/21/2025             | 14,676.82 |          | 251395   |        | 14,676.82 |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 14,676.82 |
| 005334              | ENVIRONMENTAL SYSTEMS RESEARCH |        |                       |           |          |          |        |           |
| I-94944280          | ESRI ANNUAL MAINTENANCE        | R      | 4/21/2025             | 27,480.00 |          | 251396   |        | 27,480.00 |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 27,480.00 |
| 005478              | EXCEL MECHANICAL COMPANY INC   |        |                       |           |          |          |        |           |
| I-180471            | ERV REPAIRS - PSB              | E      | 4/23/2025             | 210.00    |          | 011568   |        |           |
| I-180472            | MAKE UP AIR UNIT REPAIR PW     | E      | 4/23/2025             | 210.00    |          | 011568   |        |           |
| I-180474            | ICE MACHINE REPAIR FS1         | E      | 4/23/2025             | 583.92    |          | 011568   |        |           |
| I-180634            | HEATER REPAIRS - FS#2          | E      | 4/23/2025             | 420.00    |          | 011568   |        |           |
| I-180635            | ICE MACHINE PARTS -FS1         | E      | 4/23/2025             | 107.63    |          | 011568   |        | 1,531.55  |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 1,531.55  |
| 012339              | EZ INFLATABLES                 |        |                       |           |          |          |        |           |
| I-9959              | FY25 BEATS & EATS IPS GAM      | R      | 4/21/2025             | 3,409.00  |          | 251397   |        | 3,409.00  |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 3,409.00  |
| 002285              | FASTENAL COMPANY               |        |                       |           |          |          |        |           |
| I-IADES454953       | WATER SUPPLIES - MU            | E      | 4/23/2025             | 65.25     |          | 011553   |        |           |
| I-IADES454991       | TRAFFIC SUPPLIES - PW          | E      | 4/23/2025             | 100.50    |          | 011553   |        |           |
| I-IADES455066       | TRAFFIC SUPPLIES - PW          | E      | 4/23/2025             | 439.39    |          | 011553   |        | 605.14    |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 605.14    |
| 000197              | FEDERAL EXPRESS CORPORATION    |        |                       |           |          |          |        |           |
| I-8-824-65664       | POSTAGE - OC                   | R      | 4/21/2025             | 28.61     |          | 251398   |        | 28.61     |
|                     |                                |        | *** VENDOR TOTALS *** |           |          | 1 CHECKS |        | 28.61     |

VENDOR SET: 01 City of Ankeny  
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| VENDOR I.D. | NAME                          | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------|-------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 011234      | FIRE SERVICE TRAINING BUREAU  |        |               |                   |          |             |                 |                 |
| I-251805    | FO1 TRAINING - LANGGAARD      | R      | 4/21/2025     | 50.00             |          | 251399      |                 | 50.00           |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 50.00           |
| 006511      | THE PAPER CORPORATION         |        |               |                   |          |             |                 |                 |
| I-274345-00 | MIRROR/SAFETY GLASSES-OCM     | R      | 4/21/2025     | 58.08             |          | 251400      |                 | 58.08           |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 58.08           |
| 007648      | DAIOHS USA INC                |        |               |                   |          |             |                 |                 |
| I-MN-252963 | COFFEE SERVICES - PW          | E      | 4/23/2025     | 56.35             |          | 011575      |                 | 56.35           |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 56.35           |
| 002078      | FOTH & VAN DYKE LLC           |        |               |                   |          |             |                 |                 |
| I-95843 #10 | PAY 10-W 1ST ST IMP PH2       | E      | 4/23/2025     | 26,635.00         |          | 011551      |                 | 26,635.00       |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 26,635.00       |
| 000211      | GALE                          |        |               |                   |          |             |                 |                 |
| I-87096100  | MARCH DISTRIBUTED LG PRINT 5  | E      | 4/23/2025     | 27.00             |          | 011537      |                 | 27.00           |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 27.00           |
| 011998      | GALLS PARENT HOLDINGS, LLC    |        |               |                   |          |             |                 |                 |
| I-030712827 | MAX PATKINS UNIFORM ITEMS     | E      | 4/23/2025     | 802.68            |          | 011602      |                 |                 |
| I-030712871 | UNIFORM SHIRTS - FD           | E      | 4/23/2025     | 94.83             |          | 011602      |                 |                 |
| I-030725779 | UNIFORM PANTS - FD            | E      | 4/23/2025     | 82.80             |          | 011602      |                 |                 |
| I-030784050 | MAX PATKINS UNIFORM ITEMS     | E      | 4/23/2025     | 122.39            |          | 011602      |                 | 1,102.70        |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 1,102.70        |
| 007730      | GFSI INC - GEAR FOR SPORTS    |        |               |                   |          |             |                 |                 |
| C-80214997  | CR: UNIFORMS P&R              | R      | 4/21/2025     | 52.70CR           |          | 251401      |                 |                 |
| C-80215000  | CR: UNIFORMS - P&R            | R      | 4/21/2025     | 26.35CR           |          | 251401      |                 |                 |
| I-42137014  | UNIFORMS - P&R                | R      | 4/21/2025     | 366.31            |          | 251401      |                 |                 |
| I-42140170  | UNIFORM SHIRTS - P&R          | R      | 4/21/2025     | 66.41             |          | 251401      |                 |                 |
| I-42140843  | UNIFORMS - P&R                | R      | 4/21/2025     | 40.04             |          | 251401      |                 |                 |
| I-42141479  | MERCHANDISE FOR RESALE-OC     | R      | 4/21/2025     | 3,793.38          |          | 251401      |                 | 4,187.09        |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 4,187.09        |
| 009681      | GENERAL TRAFFIC CONTROLS, INC |        |               |                   |          |             |                 |                 |
| I-25877     | CONFLICT MONITOR UNIT         | E      | 4/23/2025     | 1,150.00          |          | 011589      |                 | 1,150.00        |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 1,150.00        |
| 002050      | GLOBAL INDUSTRIAL             |        |               |                   |          |             |                 |                 |
| I-123070718 | GARBAGE CANS-RALLY COMPLEX    | R      | 4/21/2025     | 2,790.11          |          | 251402      |                 | 2,790.11        |
|             | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 2,790.11        |

VENDOR SET: 01 City of Ankeny  
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DATE RANGE: 4/10/2025 THRU 4/23/2025

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|---------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 002189              | GMIS INTERNATIONAL HEADQUARTER |        |               |                   |          |             |                 |                 |
| I-300009733         | AGENCY RENEWAL 7/1/25-6/30/26  | R      | 4/21/2025     | 450.00            |          | 251403      |                 | 450.00          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 450.00          |
| 006152              | ANNETTE GRAEVE                 |        |               |                   |          |             |                 |                 |
| I-03/2025 FITNESS   | 03/2025 FITNESS                | E      | 4/23/2025     | 6.12              |          | 011614      |                 | 6.12            |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 6.12            |
| 000227              | GRAINGER                       |        |               |                   |          |             |                 |                 |
| I-9414460262        | SAND BAGS - MU                 | E      | 4/23/2025     | 113.94            |          | 011538      |                 |                 |
| I-9458750404        | EXPOSED FLUSH VALVE - PD       | E      | 4/23/2025     | 547.08            |          | 011538      |                 |                 |
| I-9461172638        | LABELER - PKS                  | E      | 4/23/2025     | 142.82            |          | 011538      |                 |                 |
| I-9461589674        | KEY SILVER -DOG PARKS          | E      | 4/23/2025     | 7.83              |          | 011538      |                 |                 |
| I-9467832177        | BASEBOARD HEATER -OC           | E      | 4/23/2025     | 205.05            |          | 011538      |                 |                 |
| I-9468337978        | SOAP DISPENSER - PRSC          | E      | 4/23/2025     | 979.78            |          | 011538      |                 |                 |
| I-9468437596        | BASE BOARD HEATER - OC         | E      | 4/23/2025     | 171.45            |          | 011538      |                 | 2,167.95        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 2,167.95        |
| 008737              | TRAVIS GRANDGEORGE             |        |               |                   |          |             |                 |                 |
| I-03/04/25-04/07/25 | 3/4-4/7/25 MEALS               | R      | 4/21/2025     | 33.02             |          | 251404      |                 | 33.02           |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 33.02           |
| 000229              | GRAYBAR ELECTRIC CO INC        |        |               |                   |          |             |                 |                 |
| I-9341496920        | FIBER CABLE - TRAFFIC          | R      | 4/21/2025     | 68.24             |          | 251405      |                 | 68.24           |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 68.24           |
| 006348              | GRAZIANO BROTHERS INC          |        |               |                   |          |             |                 |                 |
| I-259153            | FOOD FOR RESALE - OC           | E      | 4/23/2025     | 163.45            |          | 011572      |                 | 163.45          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 163.45          |
| 011715              | COLBY GROOM                    |        |               |                   |          |             |                 |                 |
| I-4/06/2025         | BOOT REIMBURSEMENT             | E      | 4/23/2025     | 140.00            |          | 011626      |                 | 140.00          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 140.00          |
| 000574              | HACH COMPANY                   |        |               |                   |          |             |                 |                 |
| I-14439562          | WATER SUPPLIES - MU            | R      | 4/21/2025     | 625.20            |          | 251406      |                 | 625.20          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 625.20          |
| 009448              | HANDS TO HEARTS CUSTOM SEWING  |        |               |                   |          |             |                 |                 |
| I-35                | UNIFORM PATCHES - FD           | E      | 4/23/2025     | 50.00             |          | 011587      |                 | 50.00           |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 50.00           |
| 001047              | HPC LLC                        |        |               |                   |          |             |                 |                 |
| I-PAY 12-FS #4      | PAY 12-FIRE STATION #4         | R      | 4/21/2025     | 280,764.90        |          | 251407      |                 | 280,764.90      |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 280,764.90      |

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|----------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 001978               | HAWKINS INC                    |        |               |                   |          |             |                 |                 |
| I-7017145            | MEMDOS - MU                    | R      | 4/21/2025     | 1,195.95          |          | 251408      |                 | 1,195.95        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,195.95        |
| 011608               | HD SUPPLY FORMERLY HOME DEPOT  |        |               |                   |          |             |                 |                 |
| I-857134290          | CABLE/SHOCKWAVE/ANTENA-PD      | R      | 4/21/2025     | 171.64            |          | 251409      |                 | 171.64          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 171.64          |
| 003452               | HDR ENGINEERING INC            |        |               |                   |          |             |                 |                 |
| I-1200708286 #28     | PAY 28-NW IRV ELVTD STRG TNK   | R      | 4/21/2025     | 17,178.94         |          | 251410      |                 | 17,178.94       |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 17,178.94       |
| 012341               | JUNE HEIDEN                    |        |               |                   |          |             |                 |                 |
| I-04/09/2025 MAILBOX | MAILBOX REPLACEMENT EXP        | R      | 4/21/2025     | 146.49            |          | 251411      |                 | 146.49          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 146.49          |
| 008247               | HORWATH LAUNDRY MACHINERY COMP |        |               |                   |          |             |                 |                 |
| I-70512              | EXTRACTOR FOR FS#4             | R      | 4/21/2025     | 18,180.00         |          | 251412      |                 | 18,180.00       |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 18,180.00       |
| 005531               | HR GREEN INC                   |        |               |                   |          |             |                 |                 |
| I-186460 #8          | PAY 8-ANK/IRV DR/18TH ST INT   | E      | 4/23/2025     | 64,892.22         |          | 011569      |                 | 64,892.22       |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 64,892.22       |
| 000253               | HY-VEE INC                     |        |               |                   |          |             |                 |                 |
| C-274227 04/16/25    | CR: TAX 02/08/2025 P&R         | R      | 4/21/2025     | 11.16CR           |          | 251413      |                 |                 |
| C-274542 04/16/25    | CR: TAX 02/07/2025 P&R         | R      | 4/21/2025     | 14.04CR           |          | 251413      |                 |                 |
| I-279896             | CAREER FAIR SUPPLIES - FD      | R      | 4/21/2025     | 27.98             |          | 251413      |                 |                 |
| I-385160 02/08/25    | BALLOONS/FLOWERS P&R           | R      | 4/21/2025     | 207.16            |          | 251413      |                 |                 |
| I-855257 02/07/25    | BALLOONS/FLOWERS - P&R         | R      | 4/21/2025     | 258.04            |          | 251413      |                 | 467.98          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 467.98          |
| 009240               | MORPHO USA, INC                |        |               |                   |          |             |                 |                 |
| I-180655             | MAINT & SUPPORT AGREEMENT      | E      | 4/23/2025     | 5,106.00          |          | 011582      |                 | 5,106.00        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 5,106.00        |
| 008906               | IMAGE TREND INC                |        |               |                   |          |             |                 |                 |
| I-PS-INV114821       | MARCH 2025 BILLING BRIDGE      | E      | 4/23/2025     | 10.95             |          | 011580      |                 | 10.95           |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 10.95           |
| 012246               | INGRAM LIBRARY SERVICES LLC    |        |               |                   |          |             |                 |                 |
| I-87400090           | MISC BOOKS - KL                | E      | 4/23/2025     | 1,292.36          |          | 011607      |                 |                 |
| I-87426347           | MISC BOOKS - KL                | E      | 4/23/2025     | 392.49            |          | 011607      |                 | 1,684.85        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,684.85        |

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|----------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 000407               | WEBER BATTERY INC              |        |               |                   |          |             |                 |                 |
| I-1925901009608      | BATTERIES - FD                 | R      | 4/21/2025     | 301.80            |          | 251414      |                 | 301.80          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 301.80          |
| 002156               | IOWA BEVERAGE SYSTEMS INC      |        |               |                   |          |             |                 |                 |
| I-W-5207235          | ALCOHOL FOR RESALE - OC        | R      | 4/21/2025     | 941.00            |          | 251415      |                 |                 |
| I-W-5381386          | ALCOHOL FOR RESALE - HAWKEYE   | R      | 4/21/2025     | 664.44            |          | 251415      |                 |                 |
| I-W-5385869          | ALCOHOL FOR RESALE - OC        | R      | 4/21/2025     | 878.20            |          | 251415      |                 |                 |
| I-W-5392970          | ALCOHOL FOR RESALE - OC        | R      | 4/21/2025     | 482.60            |          | 251415      |                 | 2,966.24        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 2,966.24        |
| 005403               | IOWA COMMUNITIES ASSURANCE POO |        |               |                   |          |             |                 |                 |
| I-040555-000242-AP01 | REIMBURSEMENT 040555000242AP01 | R      | 4/21/2025     | 414.29            |          | 251416      |                 | 414.29          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 414.29          |
| 000752               | IOWA DEPARTMENT OF NATURAL RES |        |               |                   |          |             |                 |                 |
| I-FY26 PCC-NW 9TH    | FY26 PERMIT PCC RECON-NW 9TH   | R      | 4/21/2025     | 100.00            |          | 251417      |                 | 100.00          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 100.00          |
| 000269               | IOWA DEPT OF TRANSPORTATION    |        |               |                   |          |             |                 |                 |
| I-CI-0024539         | WATER SUPPLIES - MU            | R      | 4/21/2025     | 760.55            |          | 251418      |                 |                 |
| I-CI-0026357         | AIRMETER SERVICING - ENG       | R      | 4/21/2025     | 135.00            |          | 251418      |                 |                 |
| I-CI-0026359         | AIRMETER SERVICING - ENG       | R      | 4/21/2025     | 270.00            |          | 251418      |                 | 1,165.55        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,165.55        |
| 007091               | IOWA LAW ENFORCEMENT ACADEMY   |        |               |                   |          |             |                 |                 |
| I-329316             | DEF TACTICS INSTR-R. BALL      | R      | 4/21/2025     | 150.00            |          | 251419      |                 | 150.00          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 150.00          |
| 004476               | IOWA DEPARTMENT OF HEALTH AND  |        |               |                   |          |             |                 |                 |
| I-05 2025            | MAY 2025 STATE SHARE           | R      | 4/21/2025     | 14,639.18         |          | 251420      |                 | 14,639.18       |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 14,639.18       |
| 011763               | IOWA POND GUY, LLC             |        |               |                   |          |             |                 |                 |
| I-5065               | APRIL POND CARE - PRSC         | E      | 4/23/2025     | 1,376.00          |          | 011597      |                 | 1,376.00        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,376.00        |
| 000272               | IOWA PRISON INDUSTRIES         |        |               |                   |          |             |                 |                 |
| I-301541             | WARNING SIGN - TRAFFIC         | R      | 4/21/2025     | 649.44            |          | 251421      |                 | 649.44          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 649.44          |
| 000644               | IOWA SIGNAL INC                |        |               |                   |          |             |                 |                 |
| I-6410               | LUMINAIRE ARMS                 | R      | 4/21/2025     | 1,040.00          |          | 251422      |                 | 1,040.00        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,040.00        |



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|----------------------|-------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 009276               | J & M GOLF INC                |        |               |                   |          |             |                 |                 |
| I-0722617-IN         | STOCK MERCH FOR RESALE-OC     | R      | 4/21/2025     | 704.80            |          | 251423      |                 | 704.80          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 704.80          |
| 006326               | JOHNSON BROTHERS OF IOWA      |        |               |                   |          |             |                 |                 |
| I-2152925            | ALCOHOL FOR RESALE - OC       | R      | 4/21/2025     | 507.00            |          | 251424      |                 |                 |
| I-2152926            | ALCOHOL FOR RESALE -OC        | R      | 4/21/2025     | 229.10            |          | 251424      |                 | 736.10          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 736.10          |
| 000292               | KARL CHEVROLET INC            |        |               |                   |          |             |                 |                 |
| I-372199 CVW         | UNIT #920 PARTS               | R      | 4/21/2025     | 303.73            |          | 251425      |                 | 303.73          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 303.73          |
| 008710               | ED KAUFMAN                    |        |               |                   |          |             |                 |                 |
| I-07/24-02/25FITNESS | 07/24-02/25 FITNESS           | E      | 4/23/2025     | 144.00            |          | 011619      |                 | 144.00          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 144.00          |
| 011489               | KWP, LLC                      |        |               |                   |          |             |                 |                 |
| I-19009              | LATH/WOOD STAKES - ENG        | E      | 4/23/2025     | 954.00            |          | 011595      |                 | 954.00          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 954.00          |
| 012244               | DAVID T KENNY                 |        |               |                   |          |             |                 |                 |
| I-04/08/2025         | RELOCATION REIMBURSEMENT #2   | R      | 4/21/2025     | 6,487.55          |          | 251426      |                 | 6,487.55        |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 6,487.55        |
| 012000               | KEY COOPERATIVE               |        |               |                   |          |             |                 |                 |
| C-8616101            | CR: DUPLICATE INVOICE 0692272 | E      | 4/23/2025     | 567.96CR          |          | 011603      |                 |                 |
| I-8609655            | PUMP REPAIRS - PRSC           | E      | 4/23/2025     | 175.70            |          | 011603      |                 |                 |
| I-8609967            | 3/27/25 DIESEL DYED-PRSC      | E      | 4/23/2025     | 567.96            |          | 011603      |                 |                 |
| I-8609968            | 3/27/25 SUPER UNLEADED-PRSC   | E      | 4/23/2025     | 171.03            |          | 011603      |                 |                 |
| I-8609969            | 3/27/25 DIESEL DYED -PRSC     | E      | 4/23/2025     | 567.96            |          | 011603      |                 |                 |
| I-8624224            | 4/09/25 SUPER UNLEADED-PRSC   | E      | 4/23/2025     | 300.78            |          | 011603      |                 |                 |
| I-8624225            | 4/9/25 DIESEL DYED - PRSC     | E      | 4/23/2025     | 209.61            |          | 011603      |                 | 1,425.08        |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 1,425.08        |
| 000581               | MIDWEST MOTOR SUPPLY CO INC   |        |               |                   |          |             |                 |                 |
| I-103249732          | SHOP SUPPLIES - CG            | E      | 4/23/2025     | 62.45             |          | 011543      |                 | 62.45           |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 62.45           |
| 003610               | KING DELIVERY SERVICE INC     |        |               |                   |          |             |                 |                 |
| I-25141              | SHIPPING - COMMUNICATIONS     | R      | 4/21/2025     | 25.71             |          | 251427      |                 | 25.71           |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 25.71           |

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| 008587               | KINZLER CONSTRUCTION SERVICES |        |               |                   |          |             |                 |                 |
| I-2506255.0001       | DOOR REPAIRS - FS#2           | R      | 4/21/2025     | 426.50            |          | 251428      |                 | 426.50          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 426.50          |
| 012342               | LARRY KRUSE                   |        |               |                   |          |             |                 |                 |
| I-04/14/2025         | SUMP PUMP PROGRAM REIMBRSMNT  | R      | 4/21/2025     | 4,000.00          |          | 251429      |                 | 4,000.00        |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 4,000.00        |
| 005189               | KULLY SUPPLY INC              |        |               |                   |          |             |                 |                 |
| I-672084             | SPRAY AERATOR - FD            | E      | 4/23/2025     | 34.33             |          | 011566      |                 | 34.33           |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 34.33           |
| 011774               | LEVELWEAR INC                 |        |               |                   |          |             |                 |                 |
| I-546457-S1          | UNIFORMS - P&R                | E      | 4/23/2025     | 59.30             |          | 011598      |                 | 59.30           |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 59.30           |
| 000402               | LINDE GAS & EQUIPMENT         |        |               |                   |          |             |                 |                 |
| I-48963139           | 02/20/25-03/20/25 RENTAL -PKS | R      | 4/21/2025     | 42.02             |          | 251430      |                 | 42.02           |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 42.02           |
| 004810               | LOGAN CONTRACTORS SUPPLY      |        |               |                   |          |             |                 |                 |
| I-E82720             | RHINO POST DRIVER             | E      | 4/23/2025     | 3,850.00          |          | 011563      |                 | 3,850.00        |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 3,850.00        |
| 008362               | DEREK LORD                    |        |               |                   |          |             |                 |                 |
| I-04/14/2025         | MEETING EXPENSE REIMBURSEMENT | E      | 4/23/2025     | 23.51             |          | 011618      |                 | 23.51           |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 23.51           |
| 012315               | QUINTON LUNT                  |        |               |                   |          |             |                 |                 |
| I-04/09/2025 MILEAGE | 4/9/25 MILEAGE                | E      | 4/23/2025     | 3.22              |          | 011629      |                 |                 |
| I-04/11/2025 MILEAGE | 4/11/25 MILEAGE               | E      | 4/23/2025     | 5.60              |          | 011629      |                 | 8.82            |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 8.82            |
| 009473               | MACQUEEN EQUIPMENT, LLC       |        |               |                   |          |             |                 |                 |
| I-P02365             | HOSE REPAIR - FD              | E      | 4/23/2025     | 55.75             |          | 011588      |                 |                 |
| I-P26576             | UNIT #743 LEADER HOSE         | E      | 4/23/2025     | 152.77            |          | 011588      |                 |                 |
| I-P26599             | UNIT #742 PARTS               | E      | 4/23/2025     | 245.79            |          | 011588      |                 | 454.31          |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 454.31          |
| 012185               | MAINLINE CONSTRUCTION         |        |               |                   |          |             |                 |                 |
| I-PAY 5-HTT EXP PK   | PAY 5-HTT EXPERIENCE PK PH1   | E      | 4/23/2025     | 122,314.49        |          | 011605      |                 | 122,314.49      |
|                      | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 122,314.49      |

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| VENDOR I.D.      | NAME                           | STATUS | CHECK     | INVOICE  | DISCOUNT | CHECK    | CHECK  | CHECK    |
|------------------|--------------------------------|--------|-----------|----------|----------|----------|--------|----------|
|                  |                                |        | DATE      | AMOUNT   |          | NO       | STATUS | AMOUNT   |
| 002207           | MANATTS INC                    |        |           |          |          |          |        |          |
| I-5161197 (1)    | 3/25/25 C-4WR-C20              | E      | 4/23/2025 | 1,094.00 |          | 011552   |        |          |
| I-5161197 (2)    | 3/25/25 C-4WR-C20              | E      | 4/23/2025 | 12.00    |          | 011552   |        |          |
| I-5161200        | 3/25/25 SUD 20ASH AGG          | E      | 4/23/2025 | 1,680.00 |          | 011552   |        |          |
| I-5161275        | 3/26/25 SUD 20ASH 3AGG         | E      | 4/23/2025 | 1,680.00 |          | 011552   |        |          |
| I-5161423        | 3/27/25 SUD 20ASH 3AGG         | E      | 4/23/2025 | 960.00   |          | 011552   |        |          |
| I-5161572        | 3/28/25 C-4WR-C20              | E      | 4/23/2025 | 1,106.00 |          | 011552   |        |          |
| I-5161574        | 3/28/25 SUD 20ASH 3AGG         | E      | 4/23/2025 | 2,560.00 |          | 011552   |        | 9,092.00 |
|                  | *** VENDOR TOTALS ***          |        |           |          |          | 1 CHECKS |        | 9,092.00 |
| 008131           | MARTIN BROTHERS DISTRIBUTING C |        |           |          |          |          |        |          |
| I-2006026        | HAWKEYE CONCESSIONS FOOD       | E      | 4/23/2025 | 3,108.13 |          | 011578   |        | 3,108.13 |
|                  | *** VENDOR TOTALS ***          |        |           |          |          | 1 CHECKS |        | 3,108.13 |
| 001864           | MEDIX OCCUPATIONAL HEALTH SERV |        |           |          |          |          |        |          |
| I-28890          | MARCH 2025 SERVICES            | E      | 4/23/2025 | 6,331.00 |          | 011548   |        | 6,331.00 |
|                  | *** VENDOR TOTALS ***          |        |           |          |          | 1 CHECKS |        | 6,331.00 |
| 004747           | MENARDS                        |        |           |          |          |          |        |          |
| C-15201          | CR: TOOL BOX - FD              | R      | 4/21/2025 | 139.98CR |          | 251431   |        |          |
| I-14995          | LINER/ROLLER/PAINT/WRENCH-MU   | R      | 4/21/2025 | 94.70    |          | 251431   |        |          |
| I-15217          | STEEL HANDLE -OC               | R      | 4/21/2025 | 7.94     |          | 251431   |        |          |
| I-15406          | LUMBER - TRAFFIC               | R      | 4/21/2025 | 197.52   |          | 251431   |        |          |
| I-15407          | UTILITY BLADES - TRAFFIC       | R      | 4/21/2025 | 13.98    |          | 251431   |        |          |
| I-15439          | STREET SUPPLIES - PW           | R      | 4/21/2025 | 119.25   |          | 251431   |        |          |
| I-15506          | DISTILLED WTR/ADPTRS/ELBW-MU   | R      | 4/21/2025 | 17.09    |          | 251431   |        |          |
| I-15534          | LUMBER - STREETS               | R      | 4/21/2025 | 59.10    |          | 251431   |        |          |
| I-15691 03/24/25 | COMFORT GRIP/SPRAY PNT-OC      | R      | 4/21/2025 | 44.38    |          | 251431   |        |          |
| I-15693          | LUMBER - STREETS               | R      | 4/21/2025 | 83.15    |          | 251431   |        |          |
| I-15695 3/24/25  | LIGHT BULBS - STREETS          | R      | 4/21/2025 | 69.99    |          | 251431   |        |          |
| I-15718          | GLOVES - TRAFFIC               | R      | 4/21/2025 | 59.91    |          | 251431   |        |          |
| I-15733          | PAIL/RULERS - ENG              | R      | 4/21/2025 | 34.05    |          | 251431   |        |          |
| I-15739          | CONCRETE MIX - OCM             | R      | 4/21/2025 | 29.60    |          | 251431   |        |          |
| I-15744          | TAPE MEASURE - TRAFFIC         | R      | 4/21/2025 | 33.98    |          | 251431   |        |          |
| I-15782          | VALVE PARTS - CFAC             | R      | 4/21/2025 | 25.19    |          | 251431   |        |          |
| I-15789          | PVC/GLOVES - MU                | R      | 4/21/2025 | 6.35     |          | 251431   |        |          |
| I-15790          | CONCRETE MIX - OCM             | R      | 4/21/2025 | 44.40    |          | 251431   |        |          |
| I-15833          | BOX/COVER - MU                 | R      | 4/21/2025 | 11.56    |          | 251431   |        |          |
| I-15995          | POWER STRIP - MU               | R      | 4/21/2025 | 14.99    |          | 251431   |        |          |
| I-16003          | FILTERS -OEC                   | R      | 4/21/2025 | 13.95    |          | 251431   |        |          |
| I-16033          | GRATE PARTS - PRAC             | R      | 4/21/2025 | 32.95    |          | 251431   |        |          |
| I-16041          | JOINT/TAPCON -KL CONCRETE      | R      | 4/21/2025 | 24.55    |          | 251431   |        |          |
| I-16042          | LUMBER - PARKS                 | R      | 4/21/2025 | 158.86   |          | 251431   |        |          |
| I-16051          | WASTEWATER SUPPLIES - MU       | R      | 4/21/2025 | 127.49   |          | 251431   |        |          |
| I-16055          | ELBOW/ORG/TUBE-FS2 GYM         | R      | 4/21/2025 | 174.94   |          | 251431   |        |          |
| I-16089          | WATER SUPPLIES - MU            | R      | 4/21/2025 | 671.84   |          | 251431   |        |          |
| I-16090          | PATIO BLOCKS - MU              | R      | 4/21/2025 | 400.68   |          | 251431   |        |          |
| I-16104          | SHOP VAC - MU                  | R      | 4/21/2025 | 124.99   |          | 251431   |        |          |

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| VENDOR I.D.           | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-----------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| I-16149               | FANFOLD SIDING - PKS           | R      | 4/21/2025     | 59.00             |          | 251431      |                 |                 |
| I-16191               | COAX CABLE/LED - PKS           | R      | 4/21/2025     | 133.71            |          | 251431      |                 |                 |
| I-16254               | PAINT - PKS                    | R      | 4/21/2025     | 36.99             |          | 251431      |                 |                 |
| I-16284               | PVC/TEES/CPLNG-PRSC FOUNTAIN   | R      | 4/21/2025     | 84.02             |          | 251431      |                 |                 |
| I-16322               | 16 GAL PK HP VAC - PRSC        | R      | 4/21/2025     | 154.99            |          | 251431      |                 |                 |
| I-16340               | BATTERIES/ADAPTER - MU         | R      | 4/21/2025     | 33.23             |          | 251431      |                 |                 |
| I-16348               | BRUSHES/TAPE - MU              | R      | 4/21/2025     | 57.32             |          | 251431      |                 |                 |
| I-16372               | COUPLING/TUBE/CUTTER - FS2     | R      | 4/21/2025     | 170.73            |          | 251431      |                 |                 |
| I-16373               | RANGE SUPPLIES - PD            | R      | 4/21/2025     | 64.85             |          | 251431      |                 |                 |
| I-16395               | GROMMETS/CARBIDE-PD            | R      | 4/21/2025     | 18.28             |          | 251431      |                 |                 |
| I-16479               | DPIMP SKT/ADPT/VALVE-PKS       | R      | 4/21/2025     | 54.12             |          | 251431      |                 |                 |
| I-16612 04/14/25      | CONCRETE SUPPS/MULCH-PKS       | R      | 4/21/2025     | 123.86            |          | 251431      |                 | 3,548.50        |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 3,548.50        |
| 001931                | METRO WASTE AUTHORITY          |        |               |                   |          |             |                 |                 |
| I-32358340            | 04/2025 COMMERCIAL             | E      | 4/23/2025     | 438.00            |          | 011550      |                 |                 |
| I-32358532            | 04/2025 COMMERCIAL             | E      | 4/23/2025     | 551.20            |          | 011550      |                 |                 |
| I-32359124            | 04/2025 COMMERCIAL             | E      | 4/23/2025     | 606.00            |          | 011550      |                 |                 |
| I-32359269            | 04/2025 COMMERCIAL             | E      | 4/23/2025     | 607.20            |          | 011550      |                 |                 |
| I-32359411            | 04/2025 COMMERCIAL             | E      | 4/23/2025     | 616.80            |          | 011550      |                 | 2,819.20        |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 2,819.20        |
| 003479                | MID IOWA PETROLEUM EQUIPMENT L |        |               |                   |          |             |                 |                 |
| I-34408               | BATTERY BACKUP - CG            | E      | 4/23/2025     | 437.96            |          | 011557      |                 | 437.96          |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 437.96          |
| 000271                | MIDAMERICAN ENERGY COMPANY     |        |               |                   |          |             |                 |                 |
| I-564433538           | 3/13/2025 STATEMENT            | E      | 4/23/2025     | 112.28            |          | 011539      |                 |                 |
| I-565115364           | RALLY COMPLEX                  | E      | 4/23/2025     | 4.45              |          | 011539      |                 |                 |
| I-565288239           | 04/04/2025 STATEMENT           | E      | 4/23/2025     | 147.90            |          | 011539      |                 | 264.63          |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 264.63          |
| 012152                | MIDWEST REHABILITATION SERVICE |        |               |                   |          |             |                 |                 |
| I-INV-04640           | MARCH 2025 POET                | R      | 4/21/2025     | 1,350.00          |          | 251433      |                 |                 |
| I-INV-04677           | MARCH 2025 JOB ANALYSIS        | R      | 4/21/2025     | 600.00            |          | 251433      |                 | 1,950.00        |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 1,950.00        |
| 000945                | MIDWEST WHEEL COMPANIES        |        |               |                   |          |             |                 |                 |
| I-4086561-00          | #247 BRAKE KITS                | R      | 4/21/2025     | 2,698.64          |          | 251434      |                 | 2,698.64        |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 2,698.64        |
| 001019                | KORY J MILLER                  |        |               |                   |          |             |                 |                 |
| I-01/25-03/25FITNESS  | 01/25-03/25 FITNESS            | R      | 4/21/2025     | 54.00             |          | 251435      |                 | 54.00           |
| *** VENDOR TOTALS *** |                                |        |               |                   |          | 1 CHECKS    |                 | 54.00           |

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| VENDOR I.D.       | NAME                     | STATUS | CHECK     | INVOICE  | DISCOUNT | CHECK    | CHECK  | CHECK    |
|-------------------|--------------------------|--------|-----------|----------|----------|----------|--------|----------|
|                   |                          |        | DATE      | AMOUNT   |          | NO       | STATUS | AMOUNT   |
| 012155            | MINT GREEN GROUP USA INC |        |           |          |          |          |        |          |
| I-INV630866       | UNIFORMS - P&R           | R      | 4/21/2025 | 70.00    |          | 251436   |        |          |
| I-INV637563       | MERCHANDISE FOR RESALE   | R      | 4/21/2025 | 3,038.14 |          | 251436   |        | 3,108.14 |
|                   | *** VENDOR TOTALS ***    |        |           |          |          | 1 CHECKS |        | 3,108.14 |
| 1                 | BARHAM, HANA             |        |           |          |          |          |        |          |
| I-000202504162010 | US REFUND                | R      | 4/21/2025 | 41.74    |          | 251336   |        | 41.74    |
| 1                 | BOELMAN, ANDREW          |        |           |          |          |          |        |          |
| I-000202504161996 | US REFUND                | R      | 4/21/2025 | 48.75    |          | 251337   |        | 48.75    |
| 1                 | BOYD, ROSS               |        |           |          |          |          |        |          |
| I-000202504162001 | US REFUND                | R      | 4/21/2025 | 11.10    |          | 251338   |        | 11.10    |
| 1                 | BUSHMAN, ALEX            |        |           |          |          |          |        |          |
| I-000202504162000 | US REFUND                | R      | 4/21/2025 | 63.06    |          | 251339   |        | 63.06    |
| 1                 | CHODUR, LORELEI          |        |           |          |          |          |        |          |
| I-000202504162011 | US REFUND                | R      | 4/21/2025 | 59.00    |          | 251340   |        | 59.00    |
| 1                 | DAHLQUIST, PATRICK       |        |           |          |          |          |        |          |
| I-000202504162013 | US REFUND                | R      | 4/21/2025 | 54.42    |          | 251341   |        | 54.42    |
| 1                 | GRAHAM, NICOLE           |        |           |          |          |          |        |          |
| I-000202504162008 | US REFUND                | R      | 4/21/2025 | 100.00   |          | 251342   |        | 100.00   |
| 1                 | HARBISON, FLORENCE       |        |           |          |          |          |        |          |
| I-000202504162015 | US REFUND                | R      | 4/21/2025 | 95.76    |          | 251343   |        | 95.76    |
| 1                 | HOUTZ, ELLEN E           |        |           |          |          |          |        |          |
| I-000202504161995 | US REFUND                | R      | 4/21/2025 | 39.79    |          | 251344   |        | 39.79    |
| 1                 | KAPPLE, STEVEN           |        |           |          |          |          |        |          |
| I-000202504161998 | US REFUND                | R      | 4/21/2025 | 60.78    |          | 251345   |        | 60.78    |
| 1                 | KOOKER, PAYTON           |        |           |          |          |          |        |          |
| I-000202504161997 | US REFUND                | R      | 4/21/2025 | 54.22    |          | 251346   |        | 54.22    |
| 1                 | LANDGREBE, ANDREW        |        |           |          |          |          |        |          |
| I-000202504162012 | US REFUND                | R      | 4/21/2025 | 13.55    |          | 251347   |        | 13.55    |
| 1                 | ROY, SOUMMYA             |        |           |          |          |          |        |          |
| I-000202504162006 | US REFUND                | R      | 4/21/2025 | 31.33    |          | 251348   |        | 31.33    |

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|-------------------|--------------------------------|--------|-----------------------|----------|----------|-----------|--------|----------|
|                   |                                |        | DATE                  | AMOUNT   |          | NO        | STATUS | AMOUNT   |
| 1                 | SHAHAN, DALE                   |        |                       |          |          |           |        |          |
| I-000202504162004 | US REFUND                      | R      | 4/21/2025             | 60.45    |          | 251349    |        | 60.45    |
| 1                 | STANTON, MICHAEL A             |        |                       |          |          |           |        |          |
| I-000202504162007 | US REFUND                      | R      | 4/21/2025             | 58.58    |          | 251350    |        | 58.58    |
| 1                 | VILLA, HERMELINDA              |        |                       |          |          |           |        |          |
| I-000202504162014 | US REFUND                      | R      | 4/21/2025             | 87.28    |          | 251351    |        | 87.28    |
| 1                 | WAGAMAN, KATERINA              |        |                       |          |          |           |        |          |
| I-000202504162009 | US REFUND                      | R      | 4/21/2025             | 100.00   |          | 251352    |        | 100.00   |
| 1                 | WEBER, JORDAN J                |        |                       |          |          |           |        |          |
| I-000202504162016 | US REFUND                      | R      | 4/21/2025             | 54.07    |          | 251353    |        | 54.07    |
| 1                 | WEISS, MATTHEW                 |        |                       |          |          |           |        |          |
| I-000202504161999 | US REFUND                      | R      | 4/21/2025             | 57.40    |          | 251354    |        | 57.40    |
| 1                 | WORSHAM, GABRIEL               |        |                       |          |          |           |        |          |
| I-000202504162002 | US REFUND                      | R      | 4/21/2025             | 62.78    |          | 251355    |        | 62.78    |
| 1                 | WUBBEN, DERRICK T              |        |                       |          |          |           |        |          |
| I-000202504162003 | US REFUND                      | R      | 4/21/2025             | 15.02    |          | 251356    |        | 15.02    |
| 1                 | ZARLING, ISABELLA              |        |                       |          |          |           |        |          |
| I-000202504162005 | US REFUND                      | R      | 4/21/2025             | 98.03    |          | 251357    |        | 98.03    |
|                   |                                |        | *** VENDOR TOTALS *** |          |          | 22 CHECKS |        | 1,267.11 |
| 010051            | MOBOTREX INC                   |        |                       |          |          |           |        |          |
| I-281031          | POLARA-ORALABOR&DELAWARE       | E      | 4/23/2025             | 7,223.00 |          | 011590    |        | 7,223.00 |
|                   |                                |        | *** VENDOR TOTALS *** |          |          | 1 CHECKS  |        | 7,223.00 |
| 004149            | NBC CONSTRUCTION DOCUMENTATION |        |                       |          |          |           |        |          |
| I-12 FS4          | CONSTRUCTION DOCUMENTATIO      | E      | 4/23/2025             | 492.00   |          | 011560    |        | 492.00   |
|                   |                                |        | *** VENDOR TOTALS *** |          |          | 1 CHECKS  |        | 492.00   |
| 002032            | MUNICIPAL COLLECTIONS OF AMERI |        |                       |          |          |           |        |          |
| I-68289           | 03/25 COLLECTION FEES          | R      | 4/21/2025             | 2,863.04 |          | 251437    |        |          |
| I-68290           | 03/25 COLLECTION FEES-OLD      | R      | 4/21/2025             | 242.22   |          | 251437    |        |          |
| I-68291           | 03/25 COLLECTION FEES          | R      | 4/21/2025             | 14.00    |          | 251437    |        |          |
| I-68293           | 03/25 COLLECTION FEES          | R      | 4/21/2025             | 153.29   |          | 251437    |        | 3,272.55 |
|                   |                                |        | *** VENDOR TOTALS *** |          |          | 1 CHECKS  |        | 3,272.55 |

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|----------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 006750               | MUNICIPAL PIPE TOOL            |        |               |                   |          |             |                 |                 |
| I-35009              | UNIT #741 CAMERA REPAIR        | R      | 4/21/2025     | 3,894.87          |          | 251438      |                 | 3,894.87        |
| 006750               | MUNICIPAL PIPE TOOL            |        |               |                   |          |             |                 |                 |
| I-38022              | BOOM HOSE                      | R      | 4/21/2025     | 1,300.46          |          | 251439      |                 | 1,300.46        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 2 CHECKS    |                 | 5,195.33        |
| 000350               | MUNICIPAL SUPPLY INC           |        |               |                   |          |             |                 |                 |
| C-0936792-CM         | CR: METERS - MU                | R      | 4/21/2025     | 734.00CR          |          | 251440      |                 |                 |
| C-0936793-CM         | CR: METERS - MU                | R      | 4/21/2025     | 843.00CR          |          | 251440      |                 |                 |
| I-0935548-IN         | WATER SYSTEM SUPPLIES          | R      | 4/21/2025     | 1,427.00          |          | 251440      |                 |                 |
| I-0936270-IN         | DISTRIBUTION PARTS - MU        | R      | 4/21/2025     | 227.50            |          | 251440      |                 |                 |
| I-0936489-IN         | METERS                         | R      | 4/21/2025     | 2,360.00          |          | 251440      |                 |                 |
| I-0937928-IN         | KNUCKLE/COUPLINGS - OCM        | R      | 4/21/2025     | 138.80            |          | 251440      |                 |                 |
| I-0937929-IN         | WATER SYSTEM SUPPLIES          | R      | 4/21/2025     | 582.25            |          | 251440      |                 |                 |
| I-0937930-IN         | METERS - MU                    | R      | 4/21/2025     | 1,519.77          |          | 251440      |                 |                 |
| I-0937930-IN (2)     | METERS                         | R      | 4/21/2025     | 240.23            |          | 251440      |                 |                 |
| I-0937931-IN         | WATER SUPPLIES - MU            | R      | 4/21/2025     | 12.75             |          | 251440      |                 | 4,931.30        |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 4,931.30        |
| 003832               | KELLY MUNTER                   |        |               |                   |          |             |                 |                 |
| I-01/25-03/25FITNESS | 01/25-03/25 FITNESS            | E      | 4/23/2025     | 15.90             |          | 011558      |                 | 15.90           |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 15.90           |
| 009252               | LAURA MYERS                    |        |               |                   |          |             |                 |                 |
| I-25-02              | POLYGRAPH EXAM-S. MUELLER      | R      | 4/21/2025     | 350.00            |          | 251441      |                 | 350.00          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 350.00          |
| 003057               | NAPA AUTO PARTS                |        |               |                   |          |             |                 |                 |
| I-757620             | OIL - CG                       | R      | 4/21/2025     | 79.70             |          | 251442      |                 |                 |
| I-758483             | GLOVES - CG                    | R      | 4/21/2025     | 73.24             |          | 251442      |                 |                 |
| I-758568             | GLOVES - CG                    | R      | 4/21/2025     | 25.22             |          | 251442      |                 |                 |
| I-758569             | UNIT #828 SPARK PLUG/OIL/FLTR  | R      | 4/21/2025     | 79.34             |          | 251442      |                 |                 |
| I-758622             | SHOP EQUIPMENT - CG            | R      | 4/21/2025     | 15.74             |          | 251442      |                 |                 |
| I-758853             | UNIT #53 ROTOR/PADS            | R      | 4/21/2025     | 176.33            |          | 251442      |                 |                 |
| I-758883             | BATTERIES - CG                 | R      | 4/21/2025     | 39.50             |          | 251442      |                 |                 |
| I-758922             | SHOP SUPPLIES - CG             | R      | 4/21/2025     | 17.50             |          | 251442      |                 |                 |
| I-758938             | UNIT #121 PARTS                | R      | 4/21/2025     | 19.29             |          | 251442      |                 |                 |
| I-758967             | OIL - CG                       | R      | 4/21/2025     | 115.96            |          | 251442      |                 | 641.82          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 641.82          |
| 009284               | JERRY'S TRANSMISSION SERVICE I |        |               |                   |          |             |                 |                 |
| I-0043957            | AMBULANCE PARTS - FD           | E      | 4/23/2025     | 171.04            |          | 011585      |                 |                 |
| I-43714              | AIRHORN BELL - FD              | E      | 4/23/2025     | 211.27            |          | 011585      |                 |                 |
| I-44919              | VEHICLE PARTS - FD             | E      | 4/23/2025     | 267.87            |          | 011585      |                 | 650.18          |
|                      | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 650.18          |



VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.       | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 011656            | NOVELTY PLUS WHOLESALE, INCORP |        |               |                   |          |             |                 |                 |
| I-10495           | SAFETY GLOVES - MU             | E      | 4/23/2025     | 145.78            |          | 011596      |                 | 145.78          |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 145.78          |
| 000837            | O'REILLY AUTOMOTIVE INC        |        |               |                   |          |             |                 |                 |
| I-0295-455887     | UNIT #742 LUBRICANT            | E      | 4/23/2025     | 9.99              |          | 011545      |                 |                 |
| I-0295-455894     | UNIT #121 PARTS                | E      | 4/23/2025     | 19.99             |          | 011545      |                 | 29.98           |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 29.98           |
| 003727            | ODP BUSINESS SOLUTIONS, LLC    |        |               |                   |          |             |                 |                 |
| I-413695907002    | LINER - PD                     | R      | 4/21/2025     | 110.50            |          | 251443      |                 |                 |
| I-414154400001    | OFFICE SUPPLIES - PSB          | R      | 4/21/2025     | 56.06             |          | 251443      |                 |                 |
| I-414605260001    | TAPE/LABELS - OC               | R      | 4/21/2025     | 46.17             |          | 251443      |                 |                 |
| I-414606395001    | ACRYLIC DISPLAYS - OC          | R      | 4/21/2025     | 51.78             |          | 251443      |                 |                 |
| I-415121750001    | OFFICE SUPPLIES - PSB          | R      | 4/21/2025     | 286.57            |          | 251443      |                 |                 |
| I-415554126001    | OFFICE SUPPLIES - PSB          | R      | 4/21/2025     | 320.93            |          | 251443      |                 |                 |
| I-415789341001    | OFFICE SUPPLIES - PSB          | R      | 4/21/2025     | 70.15             |          | 251443      |                 |                 |
| I-417751009001    | OFFICE SUPPLIES - FD           | R      | 4/21/2025     | 369.87            |          | 251443      |                 |                 |
| I-417811881001    | NOTEBOOKS - FD                 | R      | 4/21/2025     | 8.06              |          | 251443      |                 | 1,320.09        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,320.09        |
| 010122            | LG PLAYGROUNDS LLC             |        |               |                   |          |             |                 |                 |
| I-4076            | CLAMPS - PARKS                 | E      | 4/23/2025     | 325.20            |          | 011592      |                 | 325.20          |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 325.20          |
| 007878            | OVERDRIVE INC                  |        |               |                   |          |             |                 |                 |
| I-06497C025014974 | MULTIMEDIA - KL                | E      | 4/23/2025     | 886.85            |          | 011576      |                 |                 |
| I-06497C025084807 | MULTIMEDIA - KL                | E      | 4/23/2025     | 944.92            |          | 011576      |                 |                 |
| I-06497C025084850 | MULTIMEDIA - KL                | E      | 4/23/2025     | 926.89            |          | 011576      |                 |                 |
| I-06497C025107715 | MULTIMEDIA - KL                | E      | 4/23/2025     | 15.99             |          | 011576      |                 |                 |
| I-06497C025109546 | MULTIMEDIA - KL                | E      | 4/23/2025     | 999.68            |          | 011576      |                 |                 |
| I-06497C025109564 | MISC MULTIMEDIA - KL           | E      | 4/23/2025     | 943.16            |          | 011576      |                 |                 |
| I-06497C025115782 | MULTIMEDIA -KL                 | E      | 4/23/2025     | 739.76            |          | 011576      |                 |                 |
| I-06497C025116511 | MULTIMEDIA - KL                | E      | 4/23/2025     | 456.94            |          | 011576      |                 |                 |
| I-06497C025116514 | MULTIMEDIA -KL                 | E      | 4/23/2025     | 270.58            |          | 011576      |                 |                 |
| I-06497C025118089 | MULTIMEDIA - KL                | E      | 4/23/2025     | 703.96            |          | 011576      |                 | 6,888.73        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 6,888.73        |
| 000055            | C2G CORPORATION                |        |               |                   |          |             |                 |                 |
| I-CG22339         | SQUEEGEES - FD                 | R      | 4/21/2025     | 399.60            |          | 251444      |                 |                 |
| I-CG22388         | SHOP SUPPLIES - CG             | R      | 4/21/2025     | 912.98            |          | 251444      |                 | 1,312.58        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,312.58        |

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| VENDOR I.D.                                     | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------------------------------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 009158                                          | PERFORMANCE FOODSERVICE - THOM |        |               |                   |          |             |                 |                 |
| C-7839015                                       | CR: FOOD FOR RESALE - OC       | R      | 4/21/2025     | 68.34CR           |          | 251445      |                 |                 |
| I-7837279                                       | FOOD FOR RESALE-OC             | R      | 4/21/2025     | 1,061.65          |          | 251445      |                 |                 |
| I-7843208                                       | FOOD FOR RESALE-OC             | R      | 4/21/2025     | 1,183.04          |          | 251445      |                 |                 |
| I-7846693                                       | FOOD FOR RESALE - OC           | R      | 4/21/2025     | 685.77            |          | 251445      |                 |                 |
| I-7847754                                       | FOOD FOR RESALE - OC           | R      | 4/21/2025     | 55.33             |          | 251445      |                 | 2,917.45        |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 2,917.45        |
| 004611                                          | PETTY CASH                     |        |               |                   |          |             |                 |                 |
| I-4/4/25 COMP PRG PD COMPLIANCE CHECK PRG FUNDS |                                | R      | 4/21/2025     | 500.00            |          | 251446      |                 | 500.00          |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 500.00          |
| 012340                                          | ALLISON PHILSON                |        |               |                   |          |             |                 |                 |
| I-04/03/2025 CLASS                              | 4/3/25 VIOLIN STORY TIME       | E      | 4/23/2025     | 80.00             |          | 011610      |                 | 80.00           |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 80.00           |
| 012317                                          | PIED PIPER STUDIOS LLC         |        |               |                   |          |             |                 |                 |
| I-03/25/25-04/15/25                             | 3/25-4/15/25 KINDERMUSIC       | E      | 4/23/2025     | 816.00            |          | 011630      |                 | 816.00          |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 816.00          |
| 002648                                          | PIONEER MANUFACTURING COM      |        |               |                   |          |             |                 |                 |
| I-INV-244275                                    | ROBOSTRIPE BLUE - PRSC         | R      | 4/21/2025     | 832.00            |          | 251447      |                 | 832.00          |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 832.00          |
| 000383                                          | PITNEY BOWES GLOBAL FINANCIAL  |        |               |                   |          |             |                 |                 |
| I-3320617669                                    | 02/27-5/26/25 RENTAL - KL      | R      | 4/21/2025     | 223.35            |          | 251448      |                 | 223.35          |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 223.35          |
| 003387                                          | PJ IOWA LC PAPA JOHN'S PIZZA   |        |               |                   |          |             |                 |                 |
| I-176428                                        | 4/5/25 PIZZA SOCCER CONC       | R      | 4/21/2025     | 24.00             |          | 251449      |                 |                 |
| I-176431                                        | 4/7/25 PIZZA HAWKEYE           | R      | 4/21/2025     | 16.00             |          | 251449      |                 |                 |
| I-176432                                        | 4/9/25 PIZZA P&R               | R      | 4/21/2025     | 8.00              |          | 251449      |                 | 48.00           |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 48.00           |
| 000671                                          | PLUMB SUPPLY COMPANY - DM      |        |               |                   |          |             |                 |                 |
| I-S100920726.001                                | BREAKER REPAIR KIT-PRSC        | R      | 4/21/2025     | 9.05              |          | 251450      |                 |                 |
| I-S100933359.001                                | TOILET SEAT /SUPPLIES - PRSC   | R      | 4/21/2025     | 411.00            |          | 251450      |                 |                 |
| I-S100959991.001                                | SUMP PUMP - MU                 | R      | 4/21/2025     | 238.85            |          | 251450      |                 | 658.90          |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 658.90          |
| 000120                                          | POLK COUNTY SHERIFF'S OFFICE   |        |               |                   |          |             |                 |                 |
| I-21176                                         | CASE 03/13/2025 SHERIFF FEES   | R      | 4/21/2025     | 1,407.09          |          | 251451      |                 | 1,407.09        |
|                                                 | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,407.09        |

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| VENDOR I.D.  | NAME                         | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|--------------|------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 009386       | POMP'S TIRE SERVICE, INC     |        |               |                   |          |             |                 |                 |
| I-1400170540 | UNIT #311 TIRES              | E      | 4/23/2025     | 684.20            |          | 011586      |                 | 684.20          |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 684.20          |
| 003247       | PRAIRIE AG SUPPLY INC        |        |               |                   |          |             |                 |                 |
| I-01-166521  | ECH TUNE UP KIT - OCM        | R      | 4/21/2025     | 47.97             |          | 251452      |                 | 47.97           |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 47.97           |
| 002713       | PROTEX CENTRAL INC           |        |               |                   |          |             |                 |                 |
| I-160586     | FIRE EXT TESTING - FD        | R      | 4/21/2025     | 589.35            |          | 251453      |                 |                 |
| I-161256     | FE INSPECTION - PSB          | R      | 4/21/2025     | 42.00             |          | 251453      |                 | 631.35          |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 631.35          |
| 005151       | JULS DESIGN INC              |        |               |                   |          |             |                 |                 |
| I-12382      | DESIGN SVCS - COMMUNICATIONS | E      | 4/23/2025     | 183.78            |          | 011565      |                 |                 |
| I-12401      | DESIGN SVCS - COMMUNICATIONS | E      | 4/23/2025     | 185.39            |          | 011565      |                 |                 |
| I-12405      | CITY GUIDE DESIGN            | E      | 4/23/2025     | 2,889.66          |          | 011565      |                 | 3,258.83        |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 3,258.83        |
| 006757       | QUALITY STRIPING INC         |        |               |                   |          |             |                 |                 |
| I-8838       | WATERBORNE MARKINGS          | E      | 4/23/2025     | 372.50            |          | 011574      |                 |                 |
| I-8839       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 6,835.19          |          | 011574      |                 |                 |
| I-8840       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 5,823.47          |          | 011574      |                 |                 |
| I-8841       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 2,655.49          |          | 011574      |                 |                 |
| I-8842       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 2,342.82          |          | 011574      |                 |                 |
| I-8849       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 360.90            |          | 011574      |                 |                 |
| I-8850       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 183.58            |          | 011574      |                 |                 |
| I-8851       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 128.44            |          | 011574      |                 |                 |
| I-8852       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 209.81            |          | 011574      |                 |                 |
| I-8853       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 162.10            |          | 011574      |                 |                 |
| I-8854       | CITY LOTS - MARKINGS         | E      | 4/23/2025     | 175.96            |          | 011574      |                 | 19,250.26       |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 19,250.26       |
| 008162       | QUESTCDN.COM                 |        |               |                   |          |             |                 |                 |
| I-INV-2083   | 2025 PCC PVMNT PSRVN-FILLING | R      | 4/21/2025     | 374.00            |          | 251454      |                 | 374.00          |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 374.00          |
| 000344       | QUICK SUPPLY CO              |        |               |                   |          |             |                 |                 |
| I-QSC196476  | FUTERRA - MU                 | E      | 4/23/2025     | 480.00            |          | 011540      |                 | 480.00          |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 480.00          |
| 006390       | QUILL CORPORATION            |        |               |                   |          |             |                 |                 |
| I-43390094   | BINDER - P&R                 | R      | 4/21/2025     | 14.15             |          | 251455      |                 |                 |
| I-43509634   | PAPER - AC                   | R      | 4/21/2025     | 8.07              |          | 251455      |                 |                 |
| I-43551406   | MOUSEPAD WRIST SUPPORT-P&R   | R      | 4/21/2025     | 25.64             |          | 251455      |                 | 47.86           |
|              | *** VENDOR TOTALS ***        |        |               |                   |          | 1 CHECKS    |                 | 47.86           |

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| VENDOR I.D.          | NAME                         | STATUS | CHECK     | INVOICE  | DISCOUNT | CHECK    | CHECK  | CHECK    |
|----------------------|------------------------------|--------|-----------|----------|----------|----------|--------|----------|
|                      |                              |        | DATE      | AMOUNT   |          | NO       | STATUS | AMOUNT   |
| 005557               | RACOM CORPORATION            |        |           |          |          |          |        |          |
| I-INV30053           | P25/BEON ACCESS - FD         | E      | 4/23/2025 | 2,004.40 |          | 011570   |        | 2,004.40 |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 2,004.40 |
| 008509               | REDBUD LLC                   |        |           |          |          |          |        |          |
| I-8129               | 4/5-4/11/25 MOWING PRSC      | R      | 4/21/2025 | 2,277.00 |          | 251456   |        | 2,277.00 |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 2,277.00 |
| 008276               | RELIANT FIRE APPARATUS INC   |        |           |          |          |          |        |          |
| I-INV-IA-1376        | TRUCK PTO                    | R      | 4/21/2025 | 8,117.14 |          | 251457   |        | 8,117.14 |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 8,117.14 |
| 003999               | RINGCENTRAL INC              |        |           |          |          |          |        |          |
| I-CD_001077760       | SPECIAL CENSUS PHONE SERVICE | E      | 4/23/2025 | 236.21   |          | 011559   |        | 236.21   |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 236.21   |
| 011633               | KAREN ROSE                   |        |           |          |          |          |        |          |
| I-03/06/25-04/10/25  | 3/6-4/10/25 SALSA CLASSES    | E      | 4/23/2025 | 495.00   |          | 011624   |        | 495.00   |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 495.00   |
| 006366               | ROTELLA'S ITALIAN BAKERY INC |        |           |          |          |          |        |          |
| I-C59219             | FOOD FOR RESALE - OC         | E      | 4/23/2025 | 61.06    |          | 011573   |        |          |
| I-C61081             | FOOD FOR RESALE - OC         | E      | 4/23/2025 | 71.60    |          | 011573   |        |          |
| I-C63452             | FOOD FOR RESALE - OC         | E      | 4/23/2025 | 47.34    |          | 011573   |        |          |
| I-C65325             | FOOD FOR RESALE - OC         | E      | 4/23/2025 | 79.26    |          | 011573   |        | 259.26   |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 259.26   |
| 012343               | JESSICA RUBY                 |        |           |          |          |          |        |          |
| I-04/14/2025         | SUMP PUMP PROGRAM REIMBRSMNT | R      | 4/21/2025 | 4,000.00 |          | 251458   |        | 4,000.00 |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 4,000.00 |
| 004954               | CARMEN L SANTEE              |        |           |          |          |          |        |          |
| I-01/25-03/25FITNESS | 01/25-03/25 FITNESS          | E      | 4/23/2025 | 54.00    |          | 011611   |        | 54.00    |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 54.00    |
| 000425               | SECRETARY OF STATE           |        |           |          |          |          |        |          |
| I-FY25 NOTARY-JF     | FY25 NOTARY - J. FREEMAN     | R      | 4/21/2025 | 30.00    |          | 251459   |        |          |
| I-FY25 NOTARY-ME     | FY25 NOTARY - M. ECHER       | R      | 4/21/2025 | 30.00    |          | 251459   |        |          |
| I-FY25 NOTARY-MOELLE | FY25 NOTARY-K. MOELLER       | R      | 4/21/2025 | 30.00    |          | 251459   |        | 90.00    |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 90.00    |
| 004842               | THE SHERWIN-WILLIAMS CO      |        |           |          |          |          |        |          |
| I-8084-9             | RAC 5 STRIPPING - PRSC       | R      | 4/21/2025 | 311.94   |          | 251460   |        |          |
| I-8424-7             | PAINT - MU                   | R      | 4/21/2025 | 301.16   |          | 251460   |        | 613.10   |
|                      | *** VENDOR TOTALS ***        |        |           |          |          | 1 CHECKS |        | 613.10   |

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|-------------|-------------------------------|-------------------------------|-------|-----------------------|-----------|----------|--------|-----------|
|             |                               |                               | DATE  | AMOUNT                |           | NO       | STATUS | AMOUNT    |
| 006962      | NATHAN SHIMANEK               |                               |       |                       |           |          |        |           |
|             | I-03/08/25-03/12/25           | 3/8-3/12/25 TRAINING REMBSMT  | E     | 4/23/2025             | 155.67    | 011615   |        | 155.67    |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 155.67    |
| 001103      | SHRED-IT                      |                               |       |                       |           |          |        |           |
|             | I-8010406570                  | 3/26/2025 SHREDDING SVCS - PD | R     | 4/21/2025             | 70.46     | 251461   |        | 70.46     |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 70.46     |
| 001923      | LOCAL GOVERNMENT PROFESSIONAL |                               |       |                       |           |          |        |           |
|             | I-2025-IC-0104                | 2025 MARCH SUPPLEMENT         | E     | 4/23/2025             | 189.00    | 011549   |        | 189.00    |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 189.00    |
| 008956      | SOLARWINDS INC                |                               |       |                       |           |          |        |           |
|             | I-IN683510                    | SOLARWINDS MFT RENEWAL        | E     | 4/23/2025             | 1,178.00  | 011581   |        | 1,178.00  |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 1,178.00  |
| 002339      | STAPLES CONTRACT & COMMERCIAL |                               |       |                       |           |          |        |           |
|             | I-6027394374                  | KLEENEX/WIPES/PAPER -KL       | R     | 4/21/2025             | 183.30    | 251462   |        |           |
|             | I-6028592986                  | TAPE - KL                     | R     | 4/21/2025             | 3.27      | 251462   |        |           |
|             | I-6028660321                  | CLEANER/TAPE/MISC - KL        | R     | 4/21/2025             | 144.96    | 251462   |        | 331.53    |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 331.53    |
| 000474      | STATE HYGIENIC LABORATORY AR  |                               |       |                       |           |          |        |           |
|             | I-297480                      | 03/31/2025 TESTING            | E     | 4/23/2025             | 265.50    | 011542   |        | 265.50    |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 265.50    |
| 008350      | STIVERS FORD                  |                               |       |                       |           |          |        |           |
|             | I-5061136                     | SCREWS & SPRINGS-SQUAD CARS   | R     | 4/21/2025             | 40.16     | 251463   |        |           |
|             | I-F52097                      | POLICE UNIT #72               | R     | 4/21/2025             | 46,909.00 | 251463   |        | 46,949.16 |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 46,949.16 |
| 012282      | SUMMIT FIRE PROTECTION CO.    |                               |       |                       |           |          |        |           |
|             | I-3011421                     | MEDICINE CABINET REFILL - PSB | R     | 4/21/2025             | 69.00     | 251464   |        | 69.00     |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 69.00     |
| 001859      | SVPA ARCHITECTS INC.          |                               |       |                       |           |          |        |           |
|             | I-0040405 #24                 | PAY 24- FIRE STATION #4       | R     | 4/21/2025             | 1,077.10  | 251465   |        | 1,077.10  |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 1,077.10  |
| 011685      | RONALD VANCE SWISHER          |                               |       |                       |           |          |        |           |
|             | I-01/25-03/25FITNESS          | 01/25-03/25 FITNESS           | E     | 4/23/2025             | 54.00     | 011625   |        | 54.00     |
|             |                               |                               |       | *** VENDOR TOTALS *** |           | 1 CHECKS |        | 54.00     |

VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.       | NAME                          | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------------|-------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 000124            | SYSCO IOWA INC                |        |               |                   |          |             |                 |                 |
| C-339929900       | CR: FOOD FOR RESALE - OC      | R      | 4/21/2025     | 74.39             | CR       | 251466      |                 |                 |
| I-339920123       | FOOD FOR RESALE - OC          | R      | 4/21/2025     | 67.13             |          | 251466      |                 |                 |
| I-339924973       | FOOD FOR RESALE - OC          | R      | 4/21/2025     | 74.39             |          | 251466      |                 |                 |
| I-339927704       | FOOD FOR RESALE - OC          | R      | 4/21/2025     | 57.65             |          | 251466      |                 |                 |
| I-339930871       | FOOD FOR RESALE - OC          | R      | 4/21/2025     | 106.91            |          | 251466      |                 |                 |
| I-339932660       | FOOD FOR RESALE -OC           | R      | 4/21/2025     | 48.80             |          | 251466      |                 |                 |
| I-339938453       | FOOD FOR RESALE - OC          | R      | 4/21/2025     | 43.81             |          | 251466      |                 | 324.30          |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 324.30          |
| 005911            | TARGET SOLUTIONS LEARNING LLC |        |               |                   |          |             |                 |                 |
| I-INV114387       | TRAINING SOFTWARE RENEWAL     | E      | 4/23/2025     | 5,067.90          |          | 011571      |                 | 5,067.90        |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 5,067.90        |
| 011791            | TEAM NEXBELT                  |        |               |                   |          |             |                 |                 |
| I-INV34795        | MERCH FOR RESALE - OC         | R      | 4/21/2025     | 58.20             |          | 251467      |                 |                 |
| I-INV36877        | MERCH FOR RESALE -OC          | R      | 4/21/2025     | 29.10             |          | 251467      |                 | 87.30           |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 87.30           |
| 009917            | JACOB TETER                   |        |               |                   |          |             |                 |                 |
| I-3/27/2025       | WORK PANTS REIMBURSEMENT      | E      | 4/23/2025     | 56.70             |          | 011621      |                 | 56.70           |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 56.70           |
| 006031            | KATIE THIELMAN                |        |               |                   |          |             |                 |                 |
| I-03/2025 MILEAGE | 03/2025 MILEAGE               | E      | 4/23/2025     | 79.45             |          | 011613      |                 | 79.45           |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 79.45           |
| 010127            | TK ELEVATOR CORPORATION       |        |               |                   |          |             |                 |                 |
| I-1000683734      | 4/1-6/30/25 ELEVATOR SVC - PD | E      | 4/23/2025     | 208.95            |          | 011593      |                 | 208.95          |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 208.95          |
| 000444            | TOMPKINS INDUSTRIES INC       |        |               |                   |          |             |                 |                 |
| I-405901548       | UNIT #121 HOSE ASSEMBLY       | E      | 4/23/2025     | 101.50            |          | 011541      |                 | 101.50          |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 101.50          |
| 004913            | TORGERSON EXCAVATING INC      |        |               |                   |          |             |                 |                 |
| I-4334            | WATER SYSTEM REPAIRS          | R      | 4/21/2025     | 559.00            |          | 251468      |                 |                 |
| I-4334 (2)        | WATER SYSTEM REPAIRS          | R      | 4/21/2025     | 2,912.00          |          | 251468      |                 | 3,471.00        |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 3,471.00        |
| 004159            | TOYNE INC                     |        |               |                   |          |             |                 |                 |
| I-IN0019317       | WARNING LIGHT - FD            | R      | 4/21/2025     | 544.83            |          | 251469      |                 | 544.83          |
|                   | *** VENDOR TOTALS ***         |        |               |                   |          | 1 CHECKS    |                 | 544.83          |

VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.         | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|---------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 000465              | TREASURER STATE OF IOWA        |        |               |                   |          |             |                 |                 |
| I-04/10/2025        | MONTHLY SALES & EXCISE TAX     | D      | 4/10/2025     | 106,417.62        |          | 002741      |                 | 106,417.62      |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 106,417.62      |
| 007224              | TREERING WORKFORCE SOLUTIONS I |        |               |                   |          |             |                 |                 |
| I-MSP-11531         | TREERING SAAS MONTHLY FEE      | R      | 4/21/2025     | 685.50            |          | 251470      |                 | 685.50          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 685.50          |
| 012321              | TREETOP PRODUCTS LLC           |        |               |                   |          |             |                 |                 |
| I-INVTRE31837       | SPEED HUMP MATERIALS           | E      | 4/23/2025     | 1,948.00          |          | 011609      |                 | 1,948.00        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,948.00        |
| 000740              | TRIPLETT OFFICE SOLUTIONS      |        |               |                   |          |             |                 |                 |
| I-467110-0          | BUSINESS CARDS - CH/PD         | R      | 4/21/2025     | 187.00            |          | 251471      |                 |                 |
| I-467575-0          | BUSINESS CARDS-GUDDALL         | R      | 4/21/2025     | 89.00             |          | 251471      |                 | 276.00          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 276.00          |
| 009906              | TRUENORTH COMPANIES LC         |        |               |                   |          |             |                 |                 |
| I-BMO67634113       | FS#4 BUILDERS RISK INS RNWL    | R      | 4/21/2025     | 4,579.00          |          | 251472      |                 | 4,579.00        |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 4,579.00        |
| 003278              | DAVIS EQUIPMENT CORPORATION    |        |               |                   |          |             |                 |                 |
| I-JI97894           | BUSHING/FILTER/BEDKNIFE-OCM    | E      | 4/23/2025     | 146.18            |          | 011555      |                 |                 |
| I-JI98297           | UNIT #861 AIR FILTER           | E      | 4/23/2025     | 42.74             |          | 011555      |                 |                 |
| I-WI19790           | WIRE CONNECT - OCM             | E      | 4/23/2025     | 378.00            |          | 011555      |                 | 566.92          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 566.92          |
| 012121              | PATRICIA LAGER                 |        |               |                   |          |             |                 |                 |
| I-04/12/2025SHOW    | 4/2/25 BALLOON STORY SHOW KL   | E      | 4/23/2025     | 450.00            |          | 011628      |                 | 450.00          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 450.00          |
| 007363              | TYLER TECHNOLOGIES INC         |        |               |                   |          |             |                 |                 |
| C-025-504875        | CR:INSITE TRANS FEES10/1-12/24 | R      | 4/21/2025     | 156.10CR          |          | 251473      |                 |                 |
| I-025-503926        | UTILITY BILLING NOTIFICATIONS  | R      | 4/21/2025     | 330.10            |          | 251473      |                 | 174.00          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 174.00          |
| 000966              | U S BANK                       |        |               |                   |          |             |                 |                 |
| I-03/25 P-CARD STMT | U S BANK                       | D      | 4/11/2025     | 41,297.81         |          | 002750      |                 | 41,297.81       |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 41,297.81       |
| 000277              | UNITED RENTALS (NORTH AMERICA) |        |               |                   |          |             |                 |                 |
| I-245587414-001     | SCISSOR LIFT RENTAL -PRSC      | R      | 4/21/2025     | 667.66            |          | 251474      |                 | 667.66          |
|                     | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 667.66          |



VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.       | NAME                           | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------------|--------------------------------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
| 004516            | ST LUKE'S HEALTH RESOURCES     |        |               |                   |          |             |                 |                 |
| I-261463          | MARCH 2025 DOT TESTING         | R      | 4/21/2025     | 126.00            |          | 251475      |                 | 126.00          |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 126.00          |
| 012257            | UNITYPOINT HEALTH AT WORK      |        |               |                   |          |             |                 |                 |
| I-263502          | MARCH 2025 SERVICES            | R      | 4/21/2025     | 1,983.37          |          | 251476      |                 | 1,983.37        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,983.37        |
| 011876            | HD SUPPLY, INC.                |        |               |                   |          |             |                 |                 |
| I-INV00647027     | CHEMICALS - MU                 | E      | 4/23/2025     | 751.41            |          | 011599      |                 |                 |
| I-INV00647307     | CLAMP/Grips/ROD - MU           | E      | 4/23/2025     | 358.50            |          | 011599      |                 |                 |
| I-INV00667549     | HOSE KIT - CG                  | E      | 4/23/2025     | 510.92            |          | 011599      |                 | 1,620.83        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,620.83        |
| 012240            | BRENT D VAN DER KAMP           |        |               |                   |          |             |                 |                 |
| I-1101            | GABLE REPAIR BAND SHELL        | E      | 4/23/2025     | 5,725.00          |          | 011606      |                 | 5,725.00        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 5,725.00        |
| 005012            | VAN-WALL EQUIPMENT INC         |        |               |                   |          |             |                 |                 |
| I-6507638         | UNIT #240 PARTS                | E      | 4/23/2025     | 104.49            |          | 011564      |                 |                 |
| I-6510596         | UNIT #638 PARTS                | E      | 4/23/2025     | 72.42             |          | 011564      |                 |                 |
| I-6511052         | UNIT 812 OIL FLTR/12" BAR-OCM  | E      | 4/23/2025     | 61.46             |          | 011564      |                 |                 |
| I-6517977         | UNIT #653 COMPRESSOR PRSC      | E      | 4/23/2025     | 382.24            |          | 011564      |                 |                 |
| I-6518107         | UNIT #695 HYDRO SERIAL - PRSC  | E      | 4/23/2025     | 675.28            |          | 011564      |                 | 1,295.89        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,295.89        |
| 007560            | CORY VAUDT                     |        |               |                   |          |             |                 |                 |
| I-01/25-03/25 MED | Q1 2025 STIPEND/MD CELL - FD   | E      | 4/23/2025     | 3,870.00          |          | 011617      |                 |                 |
| I-04/25-06/25 MED | Q2 STIPEND/MD CELL - FD        | E      | 4/23/2025     | 3,870.00          |          | 011617      |                 | 7,740.00        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 7,740.00        |
| 000479            | VEENSTRA & KIMM INC            |        |               |                   |          |             |                 |                 |
| I-115296 #1       | PAY 1-WATER TOWER DSGN SVCS    | R      | 4/21/2025     | 14,730.00         |          | 251477      |                 | 14,730.00       |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 14,730.00       |
| 012066            | VERSATERM PUBLIC SAFETY US INC |        |               |                   |          |             |                 |                 |
| I-INV41-00427     | BLUETEAM ANNUAL MAINT          | E      | 4/23/2025     | 1,179.68          |          | 011604      |                 | 1,179.68        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 1,179.68        |
| 004796            | WALSH DOOR & HARDWARE COMPANY  |        |               |                   |          |             |                 |                 |
| I-829015          | FS#4 DOOR ACCESS CONTROLS      | R      | 4/21/2025     | 5,383.56          |          | 251478      |                 |                 |
| I-829048          | MAIN ENTRANCE DOOR REPAIR-ACC  | R      | 4/21/2025     | 225.37            |          | 251478      |                 | 5,608.93        |
|                   | *** VENDOR TOTALS ***          |        |               |                   |          | 1 CHECKS    |                 | 5,608.93        |

VENDOR SET: 01 City of Ankeny  
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 DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D.         | NAME                          | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT  | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|---------------------|-------------------------------|--------|---------------|-------------------|-----------|-------------|-----------------|-----------------|
| 002569              | WASTE CONNECTIONS INC         |        |               |                   |           |             |                 |                 |
| I-3758448T071       | 04/2025 WASTE SERVICES - CH   | R      | 4/21/2025     | 67.30             |           | 251479      |                 |                 |
| I-3758450T071       | 4/1-4/30/25 SVCS - FS#2       | R      | 4/21/2025     | 65.15             |           | 251479      |                 |                 |
| I-3758452T071       | 4/1-4/30/25 SVCS - FS#3       | R      | 4/21/2025     | 65.15             |           | 251479      |                 |                 |
| I-3758453T071       | 04/2025 WASTE SERVICES-KL     | R      | 4/21/2025     | 105.66            |           | 251479      |                 |                 |
| I-3758454T071       | 04/2025 WASTE SVCS HAWKEYE    | R      | 4/21/2025     | 48.87             |           | 251479      |                 |                 |
| I-3758455T071       | 04/2025 WASTE SERVICES-OCPRO  | R      | 4/21/2025     | 343.56            |           | 251479      |                 |                 |
| I-3758456T071       | 04/2025 WASTE SERVICES -OCM   | R      | 4/21/2025     | 97.73             |           | 251479      |                 |                 |
| I-3758457T071       | 4/1-4/30/25 SVCS - MAINT FAC  | R      | 4/21/2025     | 331.09            |           | 251479      |                 |                 |
| I-3758462T071       | 4/1-4/30/25 SVCS - PSB        | R      | 4/21/2025     | 83.59             |           | 251479      |                 |                 |
| I-3758463T071       | 04/2025 WASTE SERVICES-PRSC   | R      | 4/21/2025     | 211.09            |           | 251479      |                 |                 |
| I-3758464T071       | 4/1-4/30/25 SVCS - WASTEWATER | R      | 4/21/2025     | 99.86             |           | 251479      |                 | 1,519.05        |
|                     | *** VENDOR TOTALS ***         |        |               |                   |           | 1 CHECKS    |                 | 1,519.05        |
| 012298              | WELLPOINT                     |        |               |                   |           |             |                 |                 |
| I-AFD37262          | REFUND - FD                   | R      | 4/21/2025     | 1,454.74          |           | 251480      |                 | 1,454.74        |
|                     | *** VENDOR TOTALS ***         |        |               |                   |           | 1 CHECKS    |                 | 1,454.74        |
| 005121              | TODD R WESTBERG               |        |               |                   |           |             |                 |                 |
| I-3/27/2025         | WORK PANTS REIMBURSEMENT      | E      | 4/23/2025     | 64.19             |           | 011612      |                 | 64.19           |
|                     | *** VENDOR TOTALS ***         |        |               |                   |           | 1 CHECKS    |                 | 64.19           |
| 011416              | MICHELLE LEE YUSKA            |        |               |                   |           |             |                 |                 |
| I-04/2025 MILEAGE   | 04/2025 MILEAGE               | E      | 4/23/2025     | 50.92             |           | 011623      |                 | 50.92           |
|                     | *** VENDOR TOTALS ***         |        |               |                   |           | 1 CHECKS    |                 | 50.92           |
| 011964              | ZOLL DATA SYSTEMS, INC.       |        |               |                   |           |             |                 |                 |
| I-INV00198699       | 5/1/25-5/31/25 SVCS - FD      | E      | 4/23/2025     | 420.00            |           | 011600      |                 | 420.00          |
|                     | *** VENDOR TOTALS ***         |        |               |                   |           | 1 CHECKS    |                 | 420.00          |
| * * T O T A L S * * | NO                            |        |               | INVOICE AMOUNT    | DISCOUNTS |             | CHECK AMOUNT    |                 |
| REGULAR CHECKS:     | 144                           |        |               | 2,578,268.71      | 0.00      |             | 2,578,268.71    |                 |
| HAND CHECKS:        | 0                             |        |               | 0.00              | 0.00      |             | 0.00            |                 |
| DRAFTS:             | 2                             |        |               | 147,715.43        | 0.00      |             | 147,715.43      |                 |
| EFT:                | 96                            |        |               | 391,939.57        | 0.00      |             | 391,939.57      |                 |
| NON CHECKS:         | 0                             |        |               | 0.00              | 0.00      |             | 0.00            |                 |
| VOID CHECKS:        | 0 VOID DEBITS                 |        | 0.00          |                   |           |             |                 |                 |
|                     | VOID CREDITS                  |        | 0.00          | 0.00              | 0.00      |             |                 |                 |

TOTAL ERRORS: 0

VENDOR SET: 01 City of Ankeny  
BANK: APFNB FIRST NATIONAL BANK AMES  
DATE RANGE: 4/10/2025 THRU 4/23/2025

| VENDOR I.D. | NAME | STATUS | CHECK<br>DATE | INVOICE<br>AMOUNT | DISCOUNT | CHECK<br>NO | CHECK<br>STATUS | CHECK<br>AMOUNT |
|-------------|------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|
|-------------|------|--------|---------------|-------------------|----------|-------------|-----------------|-----------------|

|                |                     | NO  | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|----------------|---------------------|-----|----------------|-----------|--------------|
| VENDOR SET: 01 | BANK: APFNB TOTALS: | 242 | 3,117,923.71   | 0.00      | 3,117,923.71 |
| BANK: APFNB    | TOTALS:             | 242 | 3,117,923.71   | 0.00      | 3,117,923.71 |
| REPORT TOTALS: |                     | 242 | 3,117,923.71   | 0.00      | 3,117,923.71 |

## SELECTION CRITERIA

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VENDOR SET: 01-City of Ankeny

VENDOR: ALL

BANK CODES: Include: APFNB

FUNDS: All

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## CHECK SELECTION

CHECK RANGE: 000000 THRU 999999

DATE RANGE: 4/10/2025 THRU 4/23/2025

CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99

INCLUDE ALL VOIDS: YES

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## PRINT OPTIONS

SEQUENCE: VENDOR SORT KEY

PRINT TRANSACTIONS: YES

PRINT G/L: NO

UNPOSTED ONLY: NO

EXCLUDE UNPOSTED: NO

MANUAL ONLY: NO

STUB COMMENTS: NO

REPORT FOOTER: NO

CHECK STATUS: NO

PRINT STATUS: \* - All

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ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve **RESOLUTION** authorizing the purchase of a 2027 ambulance for the Fire Department.

ORIGINATING DEPARTMENT  
Fire

COUNCIL GOAL  
Deliver Exceptional Service

ACTION REQUESTED  
Resolution  
LEGAL  
No Review Required

EXECUTIVE SUMMARY

The Ankeny Fire Department is preparing to purchase a Ford Type I Ambulance that was approved in the FY2026 budget process. The specifications for this ambulance are similar to the last unit we ordered a year ago. The specifications have been developed and approved by our Ambulance Specification Committee comprised of department personnel and a representative of the central garage. As with our previous purchases, specifications are developed with the following goals:

1. Improve occupant safety
2. Consistent design with existing ambulances in the fleet
3. The ability for future remount of the ambulance module on a new chassis if desired
4. Meet or exceed Federal Motor Vehicle Safety Standards (FMVSS), KKK-A-1822F and Ambulance Manufacturer Division Standards (AMD), as well as compliance with NFPA 1917 Standard for Automotive Ambulances.

Our current Houston-Galveston Area Council Buying Group (H-GAC) vendor for Braun Ambulance is North Central Emergency Vehicles (Minnesota). They have informed the department they will be able to provide an ambulance utilizing our last specifications under the H-GAC Buying Group.

**Recommendation**

We recommend placing this order as soon as possible. There is an estimated 4-5% price increase effective May 1, 2025. The build time for the ambulance is approximately 24-26 months out, which means we would accept delivery well into the next fiscal year or even beyond the next fiscal year. Note - There continue to be issues

with Ford chassis availability that may result in additional costs beyond the proposed amount from North Central Ambulance. In addition, there is an unknown cost effect with tariff implementations across the globe. The proposed budget plan for this purchase includes:

|                                                         |                  |
|---------------------------------------------------------|------------------|
| <b>FY2026 Approved Budget</b>                           | <b>\$507,100</b> |
| H-GAC Ambulance price                                   | \$422,000        |
| Less Ford Government Price Concession (GPC)             | Unknown          |
| Est. Trade Value (V114) – 2017 Ford Lifeline            | \$12,000         |
| <b><i>Final est. delivered price: Price - Trade</i></b> | <b>\$410,000</b> |

In addition to the final delivered price, we will have to purchase replacement and required equipment for this apparatus like: a patient cot/load system, medications, and other supplies. The costs of these items are not readily available due to the delayed delivery time of the ambulance.

Attached to this summary is the purchase quote from North Central Emergency Vehicles.

#### CITY MANAGER/STAFF RECOMMENDATIONS:

Staff recommend placing this order prior to the anticipated price increase on May 1st, 2025. The build time for the ambulance is approximately 24–26 months, placing delivery well into the next fiscal year or even beyond.

#### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

#### FISCAL IMPACT

#### PUBLIC OUTREACH EFFORTS

#### ACTION REQUESTED

#### ATTACHMENTS

1. FY26 Ambulance Purchase - Executive Summary
2. 04.07.2025 Signed North Central Contract #10533
3. RES\_- FY26 Ambulance
4. V4 Revised Budget Letter 2027 Ankeny Fire Dept.



# Ankeny Fire Department FY2026 Approved Ambulance Purchase Executive Summary Prepared by R. Vance Swisher, Fire Chief

April 7, 2025

The Ankeny Fire Department is preparing to purchase a Ford Type I Ambulance that was approved in the FY2026 budget process. The specifications for this ambulance are similar to the last unit we ordered a year ago. The specifications have been developed and approved by our Ambulance Specification Committee comprised of department personnel and a representative of the central garage. As with our previous purchases, specifications are developed with the following goals:

- Improve occupant safety
- Consistent design with existing ambulances in the fleet
- The ability for future remount of the ambulance module on a new chassis if desired
- Meet or exceed Federal Motor Vehicle Safety Standards (FMVSS), KKK-A-1822F and Ambulance Manufacturer Division Standards (AMD), as well as compliance with NFPA 1917 Standard for Automotive Ambulances.

Our current Houston-Galveston Area Council Buying Group (H-GAC) vendor for Braun Ambulance is North Central Emergency Vehicles (Minnesota). They have informed the department they will be able to provide an ambulance utilizing our last specifications under the H-GAC Buying Group.

## Recommendation

We recommend placing this order as soon as possible. There is an estimated 4-5% price increase effective May 1, 2025. The build time for the ambulance is approximately 24-26 months out, which means we would accept delivery well into the next fiscal year or even beyond the next fiscal year. Note - There continue to be issues with Ford chassis availability that may result in additional costs beyond the proposed amount from North Central Ambulance. In addition, there is an unknown cost effect with tariff implementations across the globe.

The proposed budget plan for this purchase includes:

|                                                         |                  |
|---------------------------------------------------------|------------------|
| <b>FY2026 Approved Budget</b>                           | <b>\$507,100</b> |
| H-GAC Ambulance price                                   | \$422,000        |
| Less Ford Government Price Concession (GPC)             | Unknown          |
| Est. Trade Value (V114) – 2017 Ford Lifeline            | \$12,000         |
| <b><i>Final est. delivered price: Price - Trade</i></b> | <b>\$410,000</b> |

In addition to the final delivered price, we will have to purchase replacement and required equipment for this apparatus like: a patient cot/load system, medications, and other supplies. The costs of these items are not readily available due to the delayed delivery time of the ambulance.

Attached to this summary is the purchase quote from North Central Emergency Vehicles.





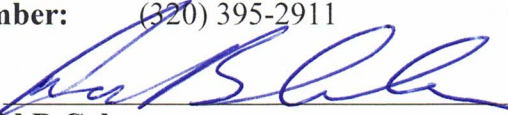
A d/b/a of Jerry's Transmission Service Inc.  
18448 County Road 9; Lester Prairie, MN 55354  
(320) 395-2911  
[www.ncambulance.com](http://www.ncambulance.com)

## **CONTRACT**

Sign in ink in the space provided below. Unsigned contracts will be considered incomplete and will not be valid.

IT IS AGREED BY THE UNDERSIGNED BIDDER AND PURCHASER THAT THE SIGNING AND DELIVERY OF THIS CONTRACT REPRESENTS THE BIDDER'S AND PURCHASER'S ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE BID PROPOSAL AS SUBMITTED TO THE PURCHASER.

**Name of Bidder:** North Central Ambulance Sales and Service  
**Address:** 18448 County Road 9  
Lester Prairie, MN 55354  
**Phone Number:** (320) 395-2911

**Signature:**   
**Title:** David B Cole  
**Date:** April 7, 2025

**Contract for:** One (1) (Braun Chief XL Type 1 F 550 4 wd).  
Does NOT include Power Load and Power Cot, Radios or Computer Mount.  
Ford chassis price subject to change.

**Bid Price:** \$ 422,000.00  
**Purchase Order #** \_\_\_\_\_

**Purchasing organization:** City of Ankeny Fire Department  
**Address:** 410 W 1<sup>st</sup> Street  
Ankeny, Iowa 50023-1557  
**Phone Number:** 515 965 6472

**Signature:** \_\_\_\_\_  
**Title:** \_\_\_\_\_

**Date this contract is signed:** \_\_\_\_\_  
**(Must be signed by an officer of the purchaser.)**

Delivery of the new ambulance will be made to Ankeny Fire Department, Ankeny, Iowa to the terms of the bid proposal. Payment of the total amount of the ambulance is due upon delivery to Ankeny Fire Department - Ankeny, Iowa.

**RESOLUTION**

**A RESOLUTION AUTHORIZING THE PURCHASE OF A 2027 AMBULANCE  
FOR THE FIRE DEPARTMENT**

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**WHEREAS**, the Fire Department's FY 2026 budget includes the purchase of a new ambulance; and

**WHEREAS**, North Central Emergency Vehicles is the current vendor for Braun Ambulances under the Houston-Galveston Area Council Buying Group (H-GAC). North Central Emergency Vehicles submitted the cost proposal for a 2027 Type I Braun Chief XL in the amount of \$422,000.00 under the H-GAC competitive bidding process.

**WHEREAS**, the City Council finds and determines that it is in the best interest of the City to authorize the purchase of said 2027 Type I Braun Chief XL from North Central Emergency Vehicles.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the City Manager is hereby authorized to issue a purchase order from FY 2026 funds for the purchase of a 2027 Type I Braun Chief XL in an amount not to exceed \$422,000.00.

**PASSED AND APPROVED** the 21st day of April 2025.

---

Bobbi Bentz, Mayor

Attest:

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Michelle Yuska, City Clerk



City of Ankeny Fire Department  
Deputy Chief Dan Schellhase  
120 NW Ash Dr.  
Ankeny, Iowa 50023

April 5, 2025

Deputy Chief Schellhase,

Thank you for allowing North Central Emergency Vehicles and Braun Ambulances the opportunity to provide a budget proposal for your next new Braun Ambulance – Estimated delivery mid 2027

**Braun Ambulances**

**Ambulance Updated Proposal:**

Braun Ambulance – North Central Emergency Vehicles (Distributor)  
2027 Ford F 550 Diesel 4 x 4 "Chassis" with Type I Braun Chief XL Conversion

Ambulance HGAC Price: proposal  
(Does not include Cot, Cot Mount, computer/radio.)  
Chassis price is subject to change

**TOTAL - Delivered** **\$ 422,000.00**

Less Ford GPC QV987 - \$ All rebate monies will be used to reduce invoice.

This proposal does not include estimated Cot Mount or Cot pricing.

Stryker Power Load / Power Cot Estimated 2027 price \$ 72,595.00

Trade in – 2017 F 450 LifeLine Ambulance – Good running condition - Estimated value \$ 12,000.00

Proposal shall be honored for sixty days

Thank you for your continued support and trust.

Respectfully,

*David B. Cole*

Iowa Sales Rep



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve the revised classification position descriptions recommended in the FY 2026 budget for the following positions: Police Records Clerk - PT; Police Evidence and Forensic Supervisor; Police Criminal Intelligence Analyst; Fire Battalion Chief.

ORIGINATING DEPARTMENT

Human Resources

COUNCIL GOAL

Become the Employer of Choice

ACTION REQUESTED

Motion

LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend approving the revised classification position descriptions recommended in the FY 2026 budget for the following positions: Police Records Clerk - PT; Police Evidence and Forensic Supervisor; Police Criminal Intelligence Analyst; Fire Battalion Chief.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

## ATTACHMENTS

1. Job Description Police records clerk support services 12-24
2. Job Description Evidence and Forensic Supervisor 04-25
3. Job Description Criminal Intel Analyst 04-25
4. Job Description Fire Battalion Chief 04.25



## POSITION DESCRIPTION

|                    |                             |                       |            |
|--------------------|-----------------------------|-----------------------|------------|
| <b>POSITION:</b>   | <b>POLICE RECORDS CLERK</b> | <b>CIVIL SERVICE:</b> | <b>YES</b> |
| <b>DEPARTMENT:</b> | <b>POLICE</b>               | <b>FLSA EXEMPT:</b>   | <b>NO</b>  |
| <b>DIVISION:</b>   | <b>SUPPORT SERVICES</b>     | <b>UNION:</b>         | <b>N/A</b> |
| <b>REPORTS TO:</b> | <b>DETECTIVE SERGEANT</b>   | <b>PAY GRADE:</b>     | <b>N06</b> |

---

### FUNCTION:

Performs work under supervision; to assist in daily activities and operations of the police division by completing a variety of routine clerical tasks to provide and maintain accurate and effective information records of various kinds in support of police department programs; and to perform related duties as required.

---

### SUPERVISES:

### EQUIPMENT USED:

Standard office equipment

---

### PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Prepares, scans and stores all division records for permanent files.
  - Performs miscellaneous clerical duties including entering data into computer, filing, preparing statistical reports, maintaining supplies, and answering telephones.
  - Assists the intelligence unit with data entry and confirming hot lists.
  - Supports the detective unit by assisting with subpoena preparation, video analysis, and case organization for prosecution.
  - Assist in divisional training by planning and logistics involved.
  - Maintains on call schedules and scheduling of police applicants.
  - Attends meetings and takes notes when required.
  - Prepares and tabulates activity reports as required.
  - Assists the public with inquiries and performs support activities as required.
  - Prepares and maintains a variety of staff support records and tracking of daily staff activities as needed.
  - Meets and greets and interacts directly with customers and provides assistance with their requests.
- 

### ENTRY REQUIREMENTS AND SKILLS:

Graduation from high school or an equivalent.

Ability to understand and follow written and oral instructions as well as established division policies and routines; knowledge of standard office procedures and equipment, including Microsoft software applications; ability to maintain accurate written records and statistical reports, ability to establish and maintain effective working relationships with division personnel. Ability to interact with the public in a professional and courteous manner.

Ability to obtain Iowa/NCIC certification within six months of appointment. Must be able to maintain confidentiality when it pertains to information contained in department case reports and records.

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**WORKING CONDITIONS:**

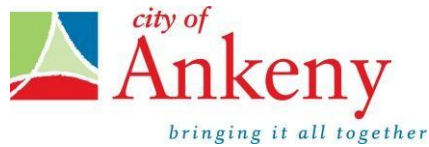
- Works in office environment.

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**PHYSICAL REQUIREMENTS:**

- Must be insurable.
- Must be sighted.
- Must be able to hear normal conversation.
- Must be able to speak clearly at normal rate of conversation.
- Must keep regular and reliable attendance at work.
- Must be able to lift, pickup and/or carry equipment up to 30 pounds.
- Must be able to walk up and down a flight of stairs, sit or stand for long periods of time





## POSITION DESCRIPTION

|                    |                                         |                       |             |
|--------------------|-----------------------------------------|-----------------------|-------------|
| <b>POSITION:</b>   | <b>EVIDENCE AND FORENSIC SUPERVISOR</b> | <b>CIVIL SERVICE:</b> | <b>YES</b>  |
| <b>DEPARTMENT:</b> | <b>POLICE</b>                           | <b>FLSA EXEMPT:</b>   | <b>NO</b>   |
| <b>DIVISION:</b>   | <b>SUPPORT SERVICES</b>                 | <b>UNION:</b>         | <b>NO</b>   |
| <b>REPORTS TO:</b> | <b>LIEUTENANT - SUPPORT SERVICES</b>    | <b>PAY GRADE:</b>     | <b>N 14</b> |

---

### FUNCTION:

Performs work under general supervision, overseeing the evidence operations. Responsible for leading, supervising, and participating in the administration of physical and digital evidence programs. Manages staff, providing training and mentorship, while developing and implementing policies and procedures that ensure compliance with legal standards and departmental guidelines. Advises on budgetary needs, oversees technical forensic equipment operation and maintenance, and acts as an evidence liaison with external agencies. Provides expert testimony in court and represents the department in public and professional forums. Performs related duties as required in accordance with departmental SOP's, rules and regulations, and the State Code of Iowa.

---

### SUPERVISES:

Evidence Assistant

### EQUIPMENT USED:

Radio, professional camera, fingerprint equipment, computer, chemical hood, downdraft hood, fuming chamber, alternate light source, trajectory lasers, 3D scanner and software, ABIS Live scan, and various chemicals and reagents for evidence processing and analysis.

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### PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Provides strategic direction and oversight for all aspects of the Evidence Section, formulating, implementing, and reviewing policies and procedures that ensure alignment with departmental standards, legal mandates, and best practices in evidence management operations.
- Develops and implements comprehensive training for staff, providing instruction, mentorship, and continuous professional development in evidence management, crime scene processing, and forensic procedures.
- Leads the evaluation, implementation, and ongoing management of forensic technology and software solutions, including evidence management, digital evidence, 3D scanning, and the Automated Biometric Information System (ABIS), to optimize the efficiency and effectiveness of evidence management and processing.

- Prepares and evaluates comprehensive technical reports, ensuring accuracy, completeness, and compliance with professional standards.
- Cultivates and maintains strategic partnerships with external agencies, including the Division of Criminal Investigation Laboratory, medical examiners, and federal, state, county, and city legal professionals, to facilitate effective communication, collaboration, and seamless evidence analysis and interpretation.
- Supervise and participate in crime scene processing, autopsies, evidence documentation, and crime scene reconstruction analysis, ensuring proper collection and preservation of forensic evidence
- Provide expert forensic testimony in court proceedings.
- Foster positive community relations by educating the public on crime scene procedures and the role of forensic science and evidence management in law enforcement.
- Oversee the development and assessment of the evidence section's budgetary needs, ensuring strategic allocation of resources for equipment, technology, and staffing to support operational efficiency and effectiveness.
- Maintains expertise in the latest advancements in forensic science, crime scene investigation, and evidence management, fostering ongoing staff development through continuous education, training programs, and participation in professional conferences.
- Approve schedules, leave requests, and ensure appropriate staffing levels are maintained.
- Perform additional duties as assigned.
- Obtain and maintain necessary professional certifications as required by the Police Chief or Division Commander.

---

#### **ENTRY REQUIREMENTS AND SKILLS:**

At a minimum, Bachelor's degree with an emphasis in science and five (5) years of experience in evidence management and crime scene processing. Master's degree preferred. Certified, as a minimum, as a Crime Scene Investigator through the International Association for Identification. Ability to read and understand departmental policies, rules, laws, regulations, police literature, and scientific journals; ability to analyze situations and adopt a quick, effective, and reasonable course of action; ability to express self orally in an effective manner; keen observation, technical aptitude and detail oriented; ability to deal tactfully with the public. Demonstrated experience and knowledge of safe handling and use of chemicals and reagents commonly employed in forensic analysis. Ability to operate a vehicle safely and efficiently; ability to operate highly technical instrumentation; ability to learn the use and care of firearms, ability to establish and maintain effective working relationships with other personnel and the public; ability to plan, direct, and coordinate the work of subordinate personnel as required.

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#### **REQUIRED SPECIAL QUALIFICATIONS:**

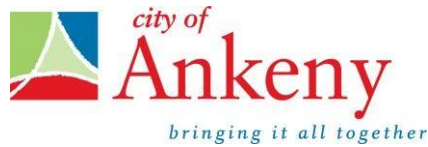
- Shall be able to obtain and maintain a valid motor vehicle operator's license issued by the State of Iowa.
  - Shall be able to obtain and maintain any required forensics certifications as determined by the Department.
-

**WORKING CONDITIONS:**

- May require working for extended periods.
  - May require working outdoors in adverse weather conditions.
  - May be required to sit or stand for long periods.
  - May be exposed to hazardous or unpleasant conditions.
  - May be required to work outside of normal scheduled business hours.
- 

**PHYSICAL REQUIREMENTS:**

- Must be insurable.
- Must be sighted
- Must be able to hear normal conversation.
- Must be able to speak clearly at normal rate of conversation.
- Must be able to lift 40 pounds above the waist.
- Must maintain regular and reliable attendance at work.



## POSITION DESCRIPTION

|                    |                                      |                       |            |
|--------------------|--------------------------------------|-----------------------|------------|
| <b>POSITION:</b>   | <b>CRIMINAL INTELLIGENCE ANALYST</b> | <b>CIVIL SERVICE:</b> | <b>YES</b> |
| <b>DEPARTMENT:</b> | <b>POLICE</b>                        | <b>FLSA EXEMPT:</b>   | <b>NO</b>  |
| <b>DIVISION:</b>   | <b>SUPPORT SERVICES</b>              | <b>UNION:</b>         | <b>NA</b>  |
| <b>REPORTS TO:</b> | <b>LIEUTENANT-SUPPORT SERVICES</b>   | <b>PAY GRADE:</b>     | <b>N12</b> |

---

### FUNCTION:

Under the general direction of the Police Lieutenant, the Criminal Intelligence Analyst leads departmental intelligence and technology initiatives through strategic analysis and implementation. This position oversees the complete intelligence cycle while conducting sophisticated crime analysis, from data collection to dissemination of actionable intelligence products. Implements and manages advanced technology solutions while ensuring data integrity, quality control, and compliance with all applicable laws and regulations.

---

### SUPERVISES:

### EQUIPMENT USED:

Standard office Equipment

---

### PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Directs intelligence-led policing initiatives, overseeing tactical, strategic, and administrative analysis to produce high-level intelligence products for command staff decision-making
- Manages comprehensive criminal intelligence processes, ensuring compliance with federal and state regulations, privacy laws, and departmental policies
- Coordinate and provide strategic oversight for complex investigations, including human trafficking and internet crimes against children, leveraging expertise in digital evidence processing, cell phone forensics, and electronic data extractions.
- Implements and maintains advanced technology solutions, including crime analysis software, forensic tools, and intelligence databases, while ensuring robust security protocols
- Develops intelligence database protocols, manages access controls, and maintains data integrity across all platforms, establishing standard operating procedures for information sharing
- Provides strategic policy guidance, develops comprehensive operating procedures, and manages resource allocation for intelligence and technology programs
- Serves as primary liaison for metro intelligence operations, coordinating multi-agency initiatives and participating in regional task forces
- Researches emerging law enforcement technologies, develops budget requests, and implements new solutions to enhance departmental capabilities
- Directs digital evidence processing and search warrant returns, establishing protocols for forensic examinations and managing analytical workflows
- Implements intelligence gathering systems to monitor data sources, identify threats, and analyze criminal trends for strategic operations

- Manages creation of intelligence products and strategic briefings while ensuring alignment with departmental objectives
  - Develops and oversees department-wide training programs for intelligence operations and technological solutions
  - Architects inter-agency intelligence sharing protocols while ensuring compliance with privacy regulations and security standards
  - Manages school safety intelligence operations, coordinating threat assessment and officer awareness.
  - Directs metro-wide intelligence communications, establishing secure information sharing networks between regional law enforcement agencies, coordinating joint operations, and maintaining standardized protocols for multi-jurisdictional investigations
- 

#### **ENTRY REQUIREMENTS AND SKILLS:**

Bachelor's degree from an accredited college or university in any field of study AND ten (10) years of progressive experience in law enforcement, intelligence analysis, or closely related field, including:

- Minimum five (5) years of digital forensics and investigative support
  - Demonstrated expertise in intelligence operations management, technology implementation, crime analysis, database development, and emerging trends analysis
- 

#### **REQUIRED SPECIAL QUALIFICATIONS:**

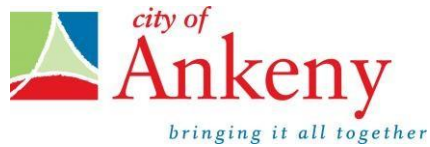
- Must obtain NCIC within six months of hire, and maintain certification throughout the course of employment.
  - Exercise sound judgment with confidential or sensitive information
  - Must obtain mobile device extraction certification within 12 months of employment.
  - Working knowledge in geographical information systems (GIS), mapping applications, computer aided dispatch (CAD), record management systems (RMS).
  - Must be able to become a Notary in the State of Iowa.
- 

#### **WORKING CONDITIONS:**

- Works mostly in office environment.
  - May be required to testify in court proceedings, travel to perform certain work functions, and sit for extended periods of time.
  - Holidays, weekends, irregular hours, shift work, and call outs may be required, with possible extension of shift hours.
- 

#### **PHYSICAL REQUIREMENTS:**

- Must be insurable.
- Must be sighted.
- Must be able to hear and understand normal range verbal communications.
- Must be able to speak clearly at normal rate of conversation.
- Must keep regular and reliable attendance at work
- Must be able to lift, pickup, and/or carry equipment up to 30 pounds



## POSITION DESCRIPTION

|                    |                             |                           |
|--------------------|-----------------------------|---------------------------|
| <b>POSITION:</b>   | <b>FIRE BATTALION CHIEF</b> | <b>CIVIL SERVICE: YES</b> |
| <b>DEPARTMENT:</b> | <b>FIRE DEPARTMENT</b>      | <b>FLSA EXEMPT: YES</b>   |
| <b>DIVISION:</b>   | <b>FIRE</b>                 | <b>UNION: NO</b>          |
| <b>REPORTS TO:</b> | <b>DEPUTY CHIEF</b>         | <b>PAY GRADE: BC</b>      |

---

### **FUNCTION:**

The Battalion Chief performs administrative and supervisory work in the Ankeny Fire Department. Duties of this position include, but are not limited to, acting as a positive reflection and representative of the department leadership team in the development, administration, communication, and representation of departmental goals, objectives, policies, programs, and priorities; directing the emergency response of the firefighting force on duty in accordance with departmental policies; ensuring the function and maintenance of department equipment and apparatus; providing supervision to assigned employees; exhibiting leadership effectiveness through building an engaged team and demonstrating a commitment to ongoing learning; preparing federal, state, and department reports; maintaining station, equipment, and employee records; acquiring and sharing information on new techniques in fire prevention, suppression, and hazardous materials; conducting hazard assessments in the community; and performing analysis of emergency incident responses.

---

### **EQUIPMENT USED:**

Emergency response vehicles, fire apparatus, medical equipment as authorized, fire suppression and rescue equipment and tools as authorized, photographic equipment, computers, office equipment, training aids and communication equipment. See division inventory list for details.

---

### **PRINCIPAL DUTIES AND RESPONSIBILITIES:**

- Assist in the preparation, implementation, and control of department budget.
- Implement departmental standard operating guidelines in emergency response and/or the performance of work assignments as applicable.
- Actively participate in the Fire Department Leadership Team meetings and ensure consistent communication and messaging to staff.
- Ensure each station is adequately staffed to provide the appropriate level of emergency readiness through management of the shift schedule and approving voluntary or mandated overtime when necessary.
- Maintain and prepare accurate payroll data, including the preparation of timesheets; review payroll for completeness and accuracy; and verify overtime and various types of leaves.
- Direct Lieutenants and oversee their supervision of staff in the completion of work assignments; delegate responsibilities as appropriate.

- Evaluate the performance of assigned employees and conduct timely annual performance reviews.
- Participate in training evolutions; evaluate employee performance during these exercises and offer suggestions for process improvement.
- Create a high-level of engagement within the team through open dialogue, empowerment, and inclusion.
- Demonstrate courage in providing direct and current feedback to others and addressing difficult people or situations when they occur.
- Lead by example through demonstrating active listening, vulnerability, and humility.
- Develop current and future leaders on the team through creating an environment that prioritizes ongoing leadership development and supports the application of effective leadership principles and practices.
- Responds to calls for service and performs suppression, rescue and ventilation in compliance with the department's standard operating guidelines.
- Command fire companies engaged in emergency activities calmly and professionally.
- Develop incident strategy and action plan, assigning resources to the incident as needed; monitor, evaluate, and adjust incident strategy and action plan as necessary for optimal preservation of lives and property.
- Make technical decisions about the best method of extinguishing fires, controlling releases of hazardous chemicals, and performing rescues.
- Evaluate risks, hazards, and threats of the working environment to ensure the safety of department employees.
- Direct the inspection and maintenance of stations, apparatus, and equipment through Lieutenants and employees.
- Conduct post incident analysis as appropriate and ensure the appropriate reports are thoroughly completed promptly.
- Keep the leadership team fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems.
- Interact effectively, professionally, tactfully with the general public and all participating agencies.
- Ensure the completion of required federal, state, and departmental reports, including documentation entered into the department's computerized records management system.
- Other duties as assigned by the fire chief or chief officers.
- Must keep regular and reliable attendance at work.

---

## **REQUIREMENTS AND SKILLS:**

- Must have eight years of experience in the fire service and currently serving as a full-time Lieutenant for two years for the Ankeny Fire Department.
- Associate's Degree (AA or AS) from an accredited college is required; however, ten years' experience with the Ankeny Fire Department, five of those years serving as a full-time lieutenant, may be considered in lieu of education.
- Ability to establish and maintain an effective working relationship with co-workers and function as a team member.
- Ability to manage a diverse workforce and apply effective personnel management skills.
- Ability to effectively take command at the scene of a fire or other emergency using adopted incident command policies and procedures.



- Knowledge of local and national fire codes, building construction and fire behavior.
- Knowledge of hazardous material response.

**REQUIRED SPECIAL QUALIFICATIONS:**

- Shall possess State of Iowa Fire Officer II certification or equivalent.
  - Shall possess ICS 300 and 400 certifications.
  - Shall possess and maintain a State of Iowa Emergency Medical Services certification.
  - Shall possess and maintain a valid motor vehicle operator's license issued by the State of Iowa and be insurable to operate city vehicles and equipment.
- 

**WORKING CONDITIONS:**

**Facility and Work Area:** Ankeny Fire/EMS Response District and Ankeny Fire/EMS Stations

**Physical and Environmental Characteristics:**

Refer to Firefighting, Rescue and Emergency Medical Services (EMS) General Description of Duties

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ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** amending the City of Ankeny Employee Handbook.

ORIGINATING DEPARTMENT

Human Resources

COUNCIL GOAL

Become the Employer of Choice

ACTION REQUESTED

Resolution

LEGAL

Item reviewed by legal counsel

EXECUTIVE SUMMARY

The following sections of the Employee Handbook have been amended:

- 1.4 Removed History section
- 2 Definitions
- 4.7 Overtime & Compensatory Time
- 5.2 Paid Vacation Leave
- 5.3 Paid Personal Leave
- 5.4 Paid Sick Leave
- 5.5 Parental Leave Policy
- 5.8 Military Leave
- 5.12 Unpaid Leave
- 6.2 COBRA
- 6.6 Retirement
- 7.3 Background and Reference Checks
- 7.4 Reasonable Accommodations
- 7.5 Promotion
- 7.6 Personnel Records
- 7.7 Probationary Period
- 7.8 Attendance
- 7.15 Hiring of Relatives
- 7.17 Notifications of Arrests and Other Governmental Action
- 7.20 Separation of Employment
- 8.2 Required Licenses and Clothing

- 8.4 Harassment
- 11 Grievance Procedures

For specifics on amended sections please refer to the attached redlined version of the Employee Handbook.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting resolution amending the City of Ankeny Employee Handbook.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Resolution Employee Handbook revisions 04.21.25
2. Employee Handbook 2025 revisions red lined
3. Employee Handbook 2025

## RESOLUTION

### A RESOLUTION AMENDING CITY OF ANKENY EMPLOYEE HANDBOOK

---

**WHEREAS**, an Employee Handbook outlines the personnel policies and procedures of the City of Ankeny; and

**WHEREAS**, the Employee Handbook applies to all regular full-time and part-time employees as well as seasonal/temporary employees; and

**WHEREAS**, the purpose of the Employee Handbook is to inform all employees about the various City policies and procedures as they relate to personnel. The following sections of the handbook have been amended:

|      |                                 |      |                                                           |
|------|---------------------------------|------|-----------------------------------------------------------|
| 1.4  | Removed History section         | 7.4  | Reasonable Accommodations                                 |
| 2    | Definitions                     | 7.5  | Promotion                                                 |
| 4.7  | Overtime & Compensatory Time    | 7.6  | Personnel Records                                         |
| 5.2  | Paid Vacation Leave             | 7.7  | Probationary Period                                       |
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**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the amended sections of the City of Ankeny Employee Handbook, as prepared and presented by staff is hereby adopted.

**DATED** this 21<sup>st</sup> day of April, 2025.

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Bobbi B. Bentz, Mayor

ATTEST:

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Michelle Yuska, City Clerk



*city of*  
**Ankeny**

*bringing it all together*

# Employee Handbook

*~~April 15, 2024~~ July 1, 2025*

Human Resources

## Welcome Letter

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Dear Employees:

The most important resource to the City of Ankeny is its employees!

The city has prepared this handbook to help you understand the city's policies and procedures. It also explains some of the benefits that you receive as an employee. For a more detailed explanation please refer to our various benefits handbooks that will be made available to you.

From time to time the city will make changes in the policies and procedures set forth in this handbook. We reserve the right to do this. Please read this manual carefully. Should you have any questions concerning this handbook, please direct them to your immediate supervisor or Human Resources.



A handwritten signature in purple ink that reads "David A. Jones".

A handwritten signature in blue ink that reads "Mike Schrock".

---

David A. Jones-Mike Schrock

Interim City Manager

## Mission & Vision Statements

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### Mission Statement

The mission of the City of Ankeny is to provide customer-focused, high-quality services and sound fiscal management. By advocating for and engaging our community, we enhance quality of life and protect the community's interests.

### Vision Statement

Ankeny is a multi-generational hometown with an independent community spirit. Residents enjoy a safe community, an active lifestyle, thriving businesses and easy connectivity to the region.

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# Introduction

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## 1.1 Purpose

The contents of this employee handbook are presented as a matter of information only. It is not a contract, express or implied. While the City of Ankeny believes wholeheartedly in the plans, policies, and procedures described here, they are not conditions of employment. The City reserves the right to delete from, add to and/or revise the employee handbook at any time without notice to the employee. Although the hope that your employment relationship with us will be long term, your employment is at will, meaning either you or the City of Ankeny may terminate this relationship at any time, for any reason, with or without notice, subject to the provisions of the Iowa Code, Chapter 400.

## 1.2 Who is covered by this handbook?

This employee handbook applies to all regular full-time and part-time employees as well as seasonal/temporary employees who work for the City of Ankeny. The City of Ankeny will mention from time to time, when a policy or practice may be the same or slightly different for employees who are working under contract terms, or employees working under a collective bargaining agreement. Whenever the policies, terms, conditions or language of this handbook are in conflict with those of a collective bargaining agreement or any other employment contract, the policies, terms, conditions and language of the collective bargaining agreement or employment contract supersede those of the handbook.

## 1.3 Civil Service

The Iowa Code identifies certain positions as civil service positions and the provisions of section 400.6 govern these positions. All full-time police officers, fire fighters, and appointive full-time employees are covered under Chapter 400 Civil Service. By definition of the section 400.6 of the Iowa Code, the following are not civil service positions in the City of Ankeny:

- The Mayor, City Council, persons appointed to fill vacancies, elective offices, members of Boards and Commissions, and clerk to the Civil Service Commission.
- The City Clerk, Deputy City Clerk, City Attorney, City Treasurer, City Engineer, and other professional city engineers licensed in this state.
- The City Manager and Assistant City Managers.
- The Chief of Police and the Fire Chief.
- The head and principal assistant of each department and the head of each division.
- The principal secretary to the City Manager and the principal secretary to each of the department heads.
- Employees of boards of trustees or commissions established pursuant to state law or city ordinances.
- Employees whose positions are funded by state or federal grants or other temporary revenues.
- All part-time or temporary/seasonal employees.

Seniority rights of employees shall be those set out in Chapter 400.12 of the Iowa Code.

## ~~1.4 History of the City of Ankeny~~

~~Located near the center of Polk County, the City of Ankeny is situated approximately six miles north of Des Moines on U.S. Highway 69, served by I-35 interchanging with I-80 four miles south of the city. John~~

Fletcher Ankeny and his wife, Sarah, acquired the 80 acres of land on which the town of Ankeny originally developed, on July 11, 1874. The following year, on April 19, Ankeny and his wife laid out the plan for the city, which bears their name, and recorded the plat three days later on April 22, 1875.

In the early days, there were no decent roads between Ankeny and Des Moines. Much of the land between the two towns was swampy, and in wet weather it was almost impossible to make the trip to Des Moines. A narrow-gauge railroad was completed from Des Moines through Ankeny to Ames in 1874. Passenger service was established on July 11, 1880, with the fare from Ankeny to Des Moines at 33 cents.

Ankeny was incorporated as a town on February 28, 1903, with a total incorporated area of one square mile. Seven years after its incorporation, the United States census indicated a population of 445 persons.

Telephone service was inaugurated in Ankeny in 1903, and electricity was made available to residents for the first time in 1907. Extensive electrical service was not generally available to residents until 1919, when the Central Light and Power Company was granted a franchise to operate a power plant in Ankeny. The first fire department was organized on a volunteer basis in 1909. The total firefighting equipment, at that time, consisted of 3 ladders and 24 galvanized pails.

In 1940, the Federal Government established an ordinance plant for the manufacture of ammunition on the site that is now occupied by the Iowa State University Research Farm and the John Deere Company. Due to the establishment of this plant, Ankeny's population growth experienced a rapid increase, which continued after the John Deere Company purchased the plant in October of 1947. Production of corn pickers began in the Deere plant in February of 1948 with 570 employees. Production later included harvesting equipment for corn, cotton, sugar beets and potatoes, along with grain dryers and self-propelled crop sprayers.

By 1950, the town had grown to a total of 1,229. In 1958, the first home delivery came to Ankeny via the United States Post Office. In 1961, Ankeny officially became a city. The number of residents living in Ankeny at this time was 2,964, more than double the 1950 total. In 1975, Ankeny celebrated its one-hundredth birthday with a population continuing to grow from a 1970 census of 9,151 to a 1980 census of 15,482. The City has experienced an approximate 5 percent annual population growth over the past decade with a 1990 census count of 18,482 to a 2000 census count of 27,117. A special census in 2005 recorded Ankeny's population at 36,161. The US Census Bureau released its 2008 population estimates which again show that Ankeny has had the largest increase in population in the state, growing by nearly 15,000 people between 2000 and 2008. The 2010 census reported a population of 45,582. Ankeny's 2014 special census reported a population of 54,598, making it the third largest city in the Des Moines Metro and eleventh largest in the state. A recent report issued by the US Census Bureau in 2016 stated Ankeny is the third fastest growing city in the nation. The 2020 census reported a population of 67,887 making it the seventh largest city in the state. Ankeny's current population is estimated to be over 70,000.

We have a Mayor/Council form of government, with a City Manager. The City Council consists of the Mayor and five council members who are elected at large. The Council sets policy for the City, adopts ordinances and resolutions, approves the annual budget, and approves all expenditures. Day-to-day operations of the City are managed by the City Manager. The city employs approximately 800 employees including full-time, part-time, seasonal and temporary employees. A sports complex, two aquatic centers, public library, three fire stations, police station, senior community center and city hall provide residents with contemporary city facilities.

Ankeny has forty-six city parks and greenways, two 18-hole golf courses as well as a 9-hole country club course. A 120-acre youth sports complex was completed in 2002. Just west of Ankeny is Saylorville Lake, a 5,400-acre lake with recreational and camping facilities. Big Creek Lake, an 866-acre lake is just north of Ankeny. Both provide opportunities for hiking, boating, swimming, biking, camping and fishing.

The community's K-12 public education needs were historically met by just the Ankeny Community School District, the 7th largest district in the state. But due to rapid growth and new residential development, the community is also served by a smaller but growing North Polk Community School District. Both districts enjoy outstanding reputations in Iowa and the Midwest for exemplary and balanced programs designed to meet the needs of all students. Students routinely rank among the best in the state in music, sports and academics. Other private education options available are Ankeny Christian Academy and St. Luke The Evangelist Catholic School.

Ankeny is home to Des Moines Area Community College, the state's largest community college. Built in 1970, the DMACC campus is constructed on a 320-acre site and services an eleven-county area offering a wide variety of educational programs designed to meet the different interests, abilities and personal objectives of adults of all ages regardless of prior educational achievements.

Faith Baptist Bible College is located on a 40-acre campus in northwest Ankeny. FBBC is a private, co-educational, degree-grant undergraduate Baptist Bible College and offers Associate of Arts, Bachelor of Science, Bachelor of Arts, and Bachelor of Theology Degrees.

Ankeny has a long history of supporting businesses, both big and small, and fostering an environment where businesses can be successful and continue to grow in Ankeny. A cooperative spirit fostered public and private partnerships between the City and businesses that has resulted in attracting a number of prominent companies including, Kreg Tool, PowerPollen, Casey's Corporate Headquarters, John Deere Des Moines Works, Bayer, B&G Foods/Tone's Spices, Perishable Distributors of Iowa, Baker Group and several other prominent companies. As a community with over 70,000 residents, Ankeny is a major, full-service retail and service hub supporting the needs of residents while also drawing visitors of all ages from outside our community to visit Ankeny's national retailers, independent shops, unique dining establishments, abundant recreational opportunities and entertainment amenities.

Ankeny Regional Airport is located adjacent to Interstate 35 and one of the area's top business parks, Metro North. The airport features a 5,500-foot main runway and is among the fastest growing general aviation airports in the nation.

## Definitions

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Listed below are the definitions of some common terms found in this handbook:

**Appeal** — An application for review of an alleged grievance submitted or instituted by employees to a higher authority.

**City** — The City of Ankeny

**City Employee** — A person who is employed by the city and is compensated by salary or hourly wages. Not included are elected officials, appointed members of boards, contractors, and employees of contractors.

**City Manager** — Is the chief administrative officer of the City of Ankeny, appointed by the Mayor and City Council, who is responsible for the day to day operations of the city. The City Manager ensures that city policies are properly administered, and is the appointing authority for the city.

**Civil Service Commission** — A three-member commission, appointed by the Mayor and approved by the City Council, to oversee that the provisions of the Code of Iowa, Chapter 400 are followed.

**Compensation** — The salary, wage, allowances and other forms of similar consideration earned by or paid to you for working in a position.

**Compensatory Time** ~~Off~~ — Time off from work instead of monetary pay for overtime worked.

**Demotions** — The movement of an employee to a job class having a lower maximum pay grade. A reclassification is not considered a demotion.

**Discharge** — The separation of an employee from city employment for cause.

**Discrimination** — A showing of bias or favoritism in treatment because of race, sex, age, color, ancestry, sexual orientation, ~~gender identity~~, national origin, religion, physical handicap, etc.

**Eligibility List** — A list containing the names of individuals qualified for appointment to civil service positions.

**Exempt Classification** — A job not subject to the provisions of the Fair Labor Standards Act with respect to minimum wages and overtime. Management and professional classifications are considered exempt.

**Grievance** — A formal written complaint by a city employee through proper administrative channels alleging that their employment or productivity has been adversely affected by unfair treatment, unsafe or unhealthy working conditions, inaccurate application of Ankeny's policies or procedures, or unlawful discrimination.

**Harassment** - Verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, creed, sex, sexual orientation, genetic information, national origin, citizenship, age, disability, marital status, status as a covered veteran, or any other characteristic protected by law or that of his/her relatives, friends or associates, and that a) has the purpose or effect of creating an intimidating, hostile or offensive work environment; b) has the purpose or effect of unreasonably interfering with an individual's work performance; or c) otherwise adversely affects an individual's employment opportunities.

**Human Resources Director** — The individual designated to establish and administer on a daily basis the city's personnel management procedures in accordance with policies established by the City Manager, Mayor, and Council.

**Leave** — An approved absence from work as provided for by personnel policies and the employee handbook.

**Outside Employment** — Employment of any kind engaged in by a city employee for which compensation is received from a source other than the City of Ankeny.

**Overtime** — Authorized time worked by an employee in excess of ~~regular work schedule~~ forty (40) hours per week as provided for in the Fair Labor Standards Act.

**Part-Time Employee** — An employee who is regularly scheduled to work year-round, but less than 20 hours

worked per week. This group of employees is not eligible for any benefits.

**Pay Plan** — The official pay schedule approved by the City Council. The plan assigns a rate of pay to each class, such as a pay range.

**Promotion** — Any movement of an employee from a position in one class to a position in another class having a higher pay grade. Reclassifications are not considered a promotion.

**Regular Full-Time Employee** — An employee who normally works a minimum of 40 hours per week. Anyone who is considered regular full-time is eligible to enroll and participate in the city's benefit programs.

**Regular Part-Time Employee** — An employee who is regularly scheduled to work year-round, with a minimum of 20 hours but less than 40 hours worked per week. Eligible for paid leave benefits on a prorated basis. May qualify for health insurance under the Affordable Care Act. This excludes temporary/seasonal employees. (Revised 1-1-98)

**Retirement** — The separation of an employee from the service of the city who is eligible for and receives benefits from a recognized retirement system.

**Seasonal/Temporary Employee** — An employee who may work full- or part-time during one or more seasons. May qualify for health insurance under the Affordable Care Act. This group of employees is not eligible for any other benefits.

**Sexual Harassment** — Unwelcome sexual advances, requests for sexual favors, and/or all other verbal or physical conduct of a sexual or otherwise offensive nature where (1) submission to such conduct is made either explicitly or implicitly a term or condition of employment, (2) submission to or rejection of such conduct by an individual is used as the basis of employment decisions affecting the individual, and/or (3) such conduct has the purpose or effect of unreasonably creating an intimidating, hostile, or offensive working environment.

**Termination** — The separation of an employee from the service of the city; including death, rejection, discharge, layoff, resignation or retirement. The termination date will be the last working day of the employee, unless otherwise determined by the City Manager.

**Transfer** — The movement of an employee from one position to another. This could be within the same job classification or in a different classification.

**Vacancy** — A position duly created and not abolished which is not currently occupied by an employee.

## **Equal Employment Opportunity (EEO) and Affirmative Action**

The City of Ankeny is an equal opportunity employer and is committed to fair and equal treatment of all employees without regard to race, color, age, religion, sex, sexual orientation, ~~gender identity~~, ancestry, national origin, or handicap that does not interfere with job performance with reasonable accommodation.

The City is committed to administer all personnel actions in compliance with federal and state regulations. The City refrains from using policies that discriminate in such matters as employment, promotion, demotion, transfer, compensation, benefits, training and education. The City's policies also prohibit sexual harassment of any kind. If any employee feels discriminated against or harassed, they should direct their



problem either to their immediate supervisor or to human resources. All complaints will be investigated and resolved promptly. The confidence of the employees involved will be maintained to the extent possible.

The City will comply with all federal and state regulations regarding affirmative action.

## **Compensation**

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### **4.1 Pay Plan**

The City seeks to balance the need to be prudent with public funds and the compensation needs of its employees. The city competes for a talented dedicated workforce in the same labor market as private sector employers. Accordingly, the City frequently assesses the labor market in order to determine the competitiveness of your pay plan. Most likely the City will not be the highest paying employer in the area. However, we do offer a competitive total compensation package and a work environment where you can feel good about your contribution to improving the community where you live.

Each job classification shall be assigned to the appropriate salary range. Newly appointed employees will normally start at the minimum rate of pay in the range. Generally, step increases in pay will occur at the beginning of each fiscal year.

### **4.2 Job Classification**

The job classification plan shall consist of the various classification titles as approved by the City Council. The plan shall be administered by the City Manager to ensure that the job class specifications are accurate and current.

All employees are designated as either non-exempt or exempt under state and federal wage and hour laws. The following is intended to help employees understand employment classifications and the employee's employment status and benefit eligibility. These classifications do not guarantee employment for any specified period of time. The right to terminate the employment-at-will relationship at any time is retained by both the employee and the City of Ankeny.

Non-exempt employees – are employees whose work is covered by the Fair Labor Standards Act (FLSA). They are NOT exempt for the law's requirements concerning minimum wage and overtime.

Exempt employees – are generally managers or professional, administrative or technical staff who ARE exempt from the minimum wage and overtime provisions of the FLSA. Exempt employees hold jobs that meet the standards and criteria established under the FLSA by the US Department of Labor.

### **4.3 Pay Periods**

Payday is every other Friday (bi-weekly). If payday falls on a holiday, you will be paid prior to the holiday. Your pay period will begin on Monday and end on the Sunday prior to the Friday pay date.

The city provides a variety of benefits to regular full-time employees. The city provides certain paid leave benefits on a prorated basis to regular part-time employees. These benefits are part of the total city compensation package. Brochures concerning benefits are available from the Human Resources Department.

### **4.4 Payroll Deductions/Direct Deposit**

The City of Ankeny offers a wide variety of payroll deduction options to include:

- Deferred Compensation (457 Plan)
- Group Medical, Dental, Life and Long-term Disability Insurance
- Medical and Dependent Care Flexible Spending Accounts (125 Plan)
- Voluntary Life Insurance and other employer sponsored voluntary benefits
- Charitable Organizations (United Way, Iowa Shares)

The direct deposit of payroll checks is also provided and encouraged. All new employees are required to sign up for direct deposit. An employee may divide their check among three depositories and/or accounts for same day ACH deposit. Contact the Human Resources Department for additional information on direct deposit.

If, for some reason, an overpayment of wages occurs, employees will be given the option of paying back the amount overpaid in a lump sum, or they may elect to pay the overpayment back over a series of payrolls mutually agreed upon.

#### 4.5 Longevity Pay

The city will contribute the following amounts to your salary for full-time employees depending on your years of service.

| <b>Longevity Schedule<br/>(Continuous Service)</b> | <b>Additional Per Year<br/>Amount</b> | <b>Total Yearly Amount</b> |
|----------------------------------------------------|---------------------------------------|----------------------------|
| after 5 years                                      | \$500                                 | \$500                      |
| after 10 years                                     | \$500                                 | \$1,000                    |
| after 15 years                                     | \$500                                 | \$1,500                    |
| after 20 years                                     | \$500                                 | \$2,000                    |
| after 25 years                                     | \$500                                 | \$2,500                    |

#### 4.6 Hours of Work

All employees shall be scheduled to work on a regular work schedule and shall have a regular starting and quitting time. All full-time employees shall work a forty (40) hour workweek but schedules may be flexible or vary depending on the position. For some personnel a workweek may consist of a variety of work schedules such as 24 hour shifts in the fire department and 9 hour shifts in the police department. The workweek covers seven consecutive days beginning on Monday and ending on Sunday. The workday is defined as the 24-hour period starting at 12:00 a.m. and ending at 11:59 p.m. Employees whose shift starts one day and ends the next will have the hours counted on the day the shift began.

You are expected to be at your work place in accordance with approved hours of work, holidays and leaves. All non-exempt employees must record their working time and nonworking time in the appropriate time keeping system. Employees may not punch other employees in/out without prior approval from a supervisor. The time keeping system rounds punches to the nearest quarter hour, therefore you should not punch in more than seven (7) minutes prior to your scheduled start time to prevent unauthorized overtime. Employees are expected to be engaged in carrying out their duties during all scheduled work time and should be ready to begin working at their scheduled starting time.

**Lunch Hours:** Your supervisor will advise you of your assigned time as the city must maintain adequate

work coverage. Each employee shall be allowed an unpaid lunch period when working eight (8) hours or more per day, which shall generally be scheduled in the middle of the work shift. Lunch periods shall be scheduled by the department supervisor, who will ~~give appropriate consideration to~~ consider department needs and regulations. Such periods will not be more than one (1) hour nor less than thirty (30) minutes.

**Work Breaks:** Each employee may take a 15-minute rest break for every four hours worked. The direct supervisor is responsible for determining when and where employees take rest breaks.

Rest break time does not accrue; if unused it is lost. You may not save your break times to extend a lunch period or leave work early.

#### **4.7 Overtime & Compensatory Time**

All employees are expected to work overtime when necessary. If you are a non-exempt employee and work in excess of forty hours in any workweek, you will be paid either cash or compensatory time at a rate of time and one-half. Employees engaged in fire protection or law enforcement may have different work periods and their overtime shall be compensated in accordance with Section 7(k) of the Fair Labor Standards Act.

Full-time employees who are required to work on a Sunday that is outside of the regular Monday-Friday work schedule, will be paid either cash or compensatory time at the rate of double-time.

~~Full time employees who are scheduled or called to work outside their regularly scheduled shift, will be paid a minimum of two (2) hours cash or compensatory time at the rate of time and one-half, regardless of the amount of time actually required to perform the task(s) assigned.~~

~~Full time employees who are scheduled or called to work outside but contiguous to their regularly scheduled shift, will be paid for the actual hours worked in cash or compensatory time at the rate of time and one-half for those hours that exceed the regular shift.~~

For purposes of computing overtime hours, all hours for which the employee actually works, as well as all approved paid leave, including sick leave, shall be considered as hours worked.

Fire fighters and police officers covered under the collective bargaining agreements are excluded from earning compensatory time.

If you elect compensatory time, you will be allowed to be compensated with comp time up to a maximum of eighty (80) hours per fiscal year. All accumulated compensatory time not taken by the end of the fiscal year will be paid. Compensatory time may be used in increments of one-quarter hour and will be scheduled mutually by the Employer and the Employee.

If you are a non-exempt employee and get promoted to an exempt position, your accrued compensatory time will be paid out at your current rate of pay prior to the promotion.

Exempt employees are eligible to receive administrative time for excess hours worked. The intent of administrative time is not to provide hour for hour time off, but rather to allow management the flexibility to recognize employees who work extra time to provide services.

#### **4.8 Standby Pay**

Standby pay only applies to eligible employees working in the Municipal Utilities department. An employee designated to be in standby status is responsible for keeping the Employer aware of their

where-a bouts and shall be accessible by telephone. The Employer may establish reasonable reporting time and procedures for implementation of this section. An employee in standby status shall receive \$10 per day for each day on standby.

## Leave Benefits: with and without pay

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### 5.1 Paid Holidays

The following days shall be recognized and observed by regular full-time and regular part-time employees as paid holidays:

- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- The Friday following Thanksgiving
- One additional day either before or after Christmas Day (see below)
- Christmas Day

Employees shall be eligible for holiday pay provided they work the last scheduled working day before and the next scheduled working day following the holiday, or provided they are on approved leave (either paid or unpaid) for those same days. In approving leave around a holiday, directors/division heads must ensure adequate personnel are on-duty to conduct departmental business.

If the holiday falls on a Saturday, the Friday before the holiday will be observed, and if the holiday falls on a Sunday, the Monday after the holiday will be observed. When Christmas falls on Tuesday, Wednesday, Friday, or Saturday, in addition to the legal holiday observance, the preceding workday shall also be observed as a holiday. When Christmas falls on Sunday, Monday, or Thursday, in addition to the legal holiday observance, the following workday shall also be observed as a holiday.

Non-exempt employees who are required to work on any of the holidays listed above, shall be paid double time for all hours worked on the holiday, or compensatory time off at the rate of two (2) hours for each hour worked, in addition to the regular holiday pay.

If you are on a paid leave of absence, and the holiday occurs during your leave, the holiday will not be counted as part of that leave of absence.

Fire department personnel working 24-hour shifts will not receive paid holidays, but will be expected to work all official holidays that fall upon their regular shift day unless authorized in advance to use other paid leave time on that day. If an Employee's regular work schedule includes a holiday, they shall be paid time and one-half (1 ½) for each hour worked on the holiday. If an Employee volunteers or is required to work a holiday that is not a part of their regular work shift, they shall receive double time (2) in lieu of time and one-half (1 ½). The holiday work rate of pay shall start at the beginning of the shift on the day

of the actual holiday and continue for 24 hours until the end of the shift on the next day. The one additional day at Christmas will be designated as Christmas Eve Day. The actual calendar day the holiday falls will be the recognized day to receive the premium pay. This also applies to part-time paid on call firefighters who work on a holiday.

## 5.2 Paid Vacation Leave

All regular full-time employees are granted vacation based on the following schedule\*:

| Length of Continuous Service | Accrual            |
|------------------------------|--------------------|
| 0-4 years                    | 80 hours per year  |
| 5-9 years                    | 120 hours per year |
| 10-14 years                  | 160 hours per year |
| 15-24 years                  | 200 hours per year |
| 25+ years                    | 240 hours per year |

\* Vacation schedules for employees covered by union contracts are found therein.

Vacation time is earned and available for use on the first day of employment.

Regular part-time employees are granted vacation that is prorated on the basis of their regularly scheduled hours within the two-week (80 hours) pay period. For example, a part-time employee that is regularly scheduled to work 40 hours within the two-week pay period would receive 50% of the leave benefit provided to a comparable full-time employee; 60 hours 75%, 64 hours 80% and so on. (Approved July 1, 2001)

Fire department personnel working a 24-hour shift will accrue vacation at the rate of 1.4 times the hours accrued for personnel working an 8-hour shift. Police department personnel working a 9-hour shift will accrue vacation at the rate of 45 hours per week instead of 40 hours per week. You will not accrue additional vacation until you have completed twelve (12) consecutive calendar months of service.

Your immediate supervisor needs to approve all vacation leaves in advance. All employees should take a minimum of one week of their accumulated vacation as a full week. All remaining accumulated vacation may be used in one (1) hour increments, unless prior approval is granted for a smaller amount.

If one of the paid holidays occurs during your vacation, the holiday will not be counted as part of your vacation time.

An Employee will automatically carry-over any remaining vacation up to the annual accrual as long as the balance does not exceed two times the annual accrual. For example, if you earn 80 hours of vacation and don't use it, you may carry-over the 80 hours and earn your new 80 hours for a balance of two times your annual accrual. The city does not make cash payments in lieu of not taking a paid vacation, unless you are under a specific contract or agreement that would allow this. One exception to this rule is that if you have declared a bona fide retirement date, after your last annual vacation accrual you may choose a one-time cash payout of your accrued vacation leave prior to your retirement date.

An Employee, who is laid off, discharged, resigns, or separates from the service of the Employer or dies, shall be compensated in cash for unused vacation they have earned at the time of such layoff, discharge, resignation, separation or death provided they have successfully completed their probationary period and

have given a minimum of two weeks written notice.

An employee who has completed at least 20 years of service with the City of Ankeny or who is taking a bona fide retirement from IPERS or MFPRSI shall be compensated for their unused vacation balance by placing this payout amount into a Retirement Health Savings Plan (RHS Plan) to be used for post-retiree health care expenses and/or premiums.

Accrued vacation time may not be used to satisfy the two week minimum termination notice requirement, unless waived under special circumstances by the City Manager. All unused vacation will be paid in lump sum on the employee's last paycheck. An employee's termination date will be their last working day.

Under certain circumstances, the City Manager may approve an exception to the above policy. The department director may request approval for the use of the employee's unused vacation to extend the termination date of the employee beyond their last working day so long as all of the following conditions are met:

- The extended period is for no more than two weeks
- While the employee is "on vacation" they may not accrue any additional vacation time by passing their anniversary date
- Extending the termination date does not cost an additional full month of insurance coverage to the City

### **5.3 Paid Personal Leave**

The city provides paid personal leave to regular full-time and regular part-time employees. Personal time is earned and available for use on the first day of employment.

Each year on July 1, each regular full-time employee shall receive 32 hours of personal leave. Eligible Employees hired between July 1 and October 1 shall receive 32 hours of personal leave. Eligible Employees hired after October 1 but prior to January 1 shall receive 24 hours of personal leave. Eligible Employees hired after January 1 but prior to April 1 shall receive 16 hours of personal leave. This personal leave must be used on or before June 30th of the following year. Regular part-time employees will receive a prorated amount on the basis of their regularly scheduled hours within the two-week (80 hours) pay period. Certain groups of employees may receive a differing amount of personal leave based on a contract or agreement.

Fire department personnel working a 24-hour shift shall receive 96 hours of personal leave. Police department personnel working a 9-hour shift shall receive 36 hours of personal leave. Personal leave does not accumulate from one year to the next.

Personal leave may be taken in one-hour increments, unless prior approval is granted.

Your immediate supervisor needs to approve personal leave requests.

Personal leave is not paid out at time of separation. You must use it prior to your last working day or you lose it.

### **5.4 Paid Sick Leave**

As a regular full-time employee, you will accrue sick leave on the first pay period of each month at the rate of 8 hours per month after the first 30 days of employment. Total accumulation cannot exceed 1,600 hours. Regular part-time employees will receive a prorated amount on the basis of their regularly

scheduled hours within the two-week (80 hours) pay period. Fire department personnel who work a 24-hour shift will accrue sick leave at the rate of 1.4 times the hours accrued for personnel working an 8-hour shift.

Sick leave is to be used in cases of personal illness, pregnancy, childbirth, personal injury, or related medical conditions. Examinations and consultations with physicians and other health care providers, including the City of Ankeny's Employee Assistance Program may also qualify for sick leave usage. You may take sick leave for medical or dental appointments during working hours, which may be used in units increments of 1/4 hour. You shall notify your immediate supervisor prior to your regular scheduled reporting time if you are going to be absent. Your supervisor may require a doctor's excuse if there is reason to believe an abuse of sick leave is occurring or if you are absent for more than three consecutive days. False or fraudulent use of sick leave shall be cause for disciplinary action and may result in dismissal. If you are sick on a holiday or while on scheduled vacation or personal time, that time will not be charged as sick leave used.

You can use up to 40 hours per calendar year to care for the health or medical needs of immediate family. Fire personnel working 24-hour shifts can use up to 72 hours per calendar year. In the event of a catastrophic illness or injury, where the immediate family member's life is at risk, an additional 80 hours of sick leave may be granted by the City Manager. For purposes of sick leave usage, immediate family is defined as spouse, child, step-child, parent or step-parent.

Regular full-time and part-time employees who have an illness or injury off the job may request a temporary modified work assignment. Please notify your supervisor and Human Resources to discuss if light-duty work is available. Temporary modified work is always dependent upon individual circumstances.

~~You can use up to 80 hours of sick leave in connection with the birth of your child, to assist your spouse in recovering from childbirth, or for the placement of a child for adoption or foster care. Parental leave must be used within 120 calendar days immediately following the birth or placement of the child. Parental leave will be treated as FMLA leave and counted against the FMLA leave entitlement.~~

Upon an employee's separation of service in good standing, an employee who has completed at least 20 years of service with the City or who is taking a bona fide retirement from IPERS or MFPRSI shall be paid 25% of their sick leave balance, up to a maximum of 400 hours. This compensation shall be placed into a Retirement Health Savings Plan (RHS Plan) to be used for post-retiree health care expenses and/or premiums. There shall be no payout of any sick leave balance for employees who involuntarily terminate or resign in lieu of termination.

## **5.5 Parental Leave Policy**

The City will provide up to four (4) calendar weeks of paid parental leave to full-time or benefit's-eligible regular part-time employees following the birth of an employee's child or the legal placement of a child with an employee in connection with adoption or foster-to-adopt care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or newly adopted or newly placed foster-to-adopt child. Time away from work under the paid parental leave program will run concurrently with all federal and state protected leave and accommodations including Family and Medical Leave (FMLA), as applicable.

Approved paid parental leave must be taken during the three (3) month period immediately following the birth, legal adoption, or placement of a child with the employee. Paid parental leave may not be used or



extended beyond this time frame, nor are employees entitled to a payout of unused paid parental leave. Employees must take paid parental leave in one continuous period of leave or intermittently with supervisor's approval and must use paid parental leave during the three (3) month time frame indicated above. Paid Parental Leave must be taken in one week increments and will be paid based on the employee's regular duty schedule at the straight-time hourly rate. For the purposes of this policy, a calendar week is defined as seven consecutive days beginning the first day of leave. Parental Leave Policy

#### **5.65 Donated Leave Policy**

The City of Ankeny recognizes that an employee or immediate family member may suffer from a catastrophic illness or injury resulting in circumstances where the employee lacks sufficient paid leave time to care for themselves or a family member. The City will allow employees an opportunity to donate accumulated leave to an employee who has exhausted all forms of paid leave for which the employee was eligible. This policy is strictly voluntary and for the sole purpose to assist employees who have a personal or family catastrophic illness or injury. An employee may not directly or indirectly intimidate, threaten, or coerce any other employee or interfere with any right that employee may have with respect to donating, receiving, or using available leave. Such acts of coercion will be the basis for taking disciplinary actions. The City Manager has the authority to grant exceptions to this policy by modifying or waiving any provision pertaining to eligibility or procedure. This will only be given consideration upon a joint recommendation by the appropriate department director and Human Resources Director. [Donated Leave Policy](#)

#### **5.76 Paid Injury Leave**

All employees can receive paid injury leave when they incur an injury or occupational disease that occurred while performing work duties. During the leave, the city pays you your full wage or salary less any amounts paid to you by worker's compensation insurance for lost time. The waiting period of three days will be compensated to employee and charged to accrued sick leave. The portion compensated by the city shall be calculated and charged to accrued sick leave. Temporary employees incurring an injury will be paid to the end of their shift that day.

If you should be injured on the job, notify your supervisor immediately, then you and your supervisor must contact Company Nurse at 1-888-770-0928 to report the injury and receive treatment information. Your supervisor will complete the Employer Investigation Report and submit that to Human Resources. Job-related injuries are covered under the provisions of Worker's Compensation. Please refer to this document for [questions related to worker's compensation](#).

The City has a designated clinic as its worker's compensation authorized treating clinic as provided by law under Iowa Code Chapter 85.39. Employees with a work-related illness or injury will be required to have their initial evaluation with this clinic. If appropriate, and with prior approval from the work comp carrier, the designated clinic may make referrals to other specialists.

If an employee decides to go to another provider without the referral from the authorized treating clinic, the employee will be responsible for all expenses related to those visits. No workers' compensation benefits may be claimed unless seen by the authorized treating clinic.

It is the policy of the City of Ankeny to provide temporary modified work, if available at the earliest possible date following an injury or illness, for employees who are unable to return to their regular job

classifications. This policy is to complement the procedures applicable to employees eligible for reasonable accommodation or covered under the Americans with Disabilities Act (ADA) or leave benefits under the Family and Medical Leave Act (FMLA). [Return to Work Policy](#)

Employees covered by the Municipal Fire and Police Retirement System (MFPRSI) are exempt from workers' compensation benefits. The above procedures still apply to this group of employees; however, the City will pay the regular wages of the employee who is injured on the job and unable to work due to a temporary disability. Permanent disabilities are paid by the MFPRSI under Chapter 411 of the Iowa Code.

## **5.87 Military Leave**

The City is committed to protecting the job rights of employees absent on military leave. In accordance with federal and state law, it is the City's policy that no employee or prospective employee will be subjected to any form of discrimination on the basis of that person's membership in or obligation to perform service for any of the uniformed services of the United States.

All employees who are members of a reserve force of the United States or of the state shall be granted a leave of absence when ordered to attend a training program or perform other duties under the supervision of the United States or this state. Any employee, other than employees employed temporarily for six months or less, who enters into active service in the Armed Forces of the United States while in the service of the City of Ankeny shall be granted a leave of absence for the period of military service without loss of status or efficiency rating, and without loss of pay for the first thirty days of such leave of absence.

[Iowa Code Chapter 29A](#)

The leave of absence shall be with pay during the period of such activity and shall not exceed thirty days of military leave per calendar year. A day is defined as a normally scheduled working day for an employee. The City will not count non-working days as a part of the thirty day maximum. For example, if an employee is ordered to participate in annual training for fourteen consecutive days and if during those days the employee would normally be required to work for ten days, then ten days of military leave would be required. If the employee's work shift crosses two calendar days, only one day shall count toward the 30 paid day maximum.

However, where the employee's military duty is for a period of thirty (30) days or more, military leave is required for all days that the employee is performing military service.

Multiple or consecutive, short-term military duty assignments (30 days or less) without calendar breaks or with calendar breaks that do not reasonably permit the employee in the interim to return to City duty or be available for City duty shall be considered as a single, uninterrupted period of military leave of absence.

Military leave that exceeds the 30-day per calendar year allotment may be taken with pay if the employee chooses to use vacation, personal, PTO, and/or compensatory time or without pay at the request of the employee. Employees on active military duty will not forfeit any pay or benefits during the first 30 calendar days of military leave each calendar year. Seniority will continue to accrue during periods of military leave whether paid or unpaid. Employees will be eligible for any pay adjustments that would have occurred if they had not been on leave.

Employees whose military service exceeds the 30-calendar day period may elect to continue their health care coverage with the City by paying the employee portion of the premium for up to 24 months or for

the period of military leave, whichever period is shorter. (USERRA provisions) The City's paid life insurance coverage and paid long-term disability insurance will end after the 30 days but be immediately reinstated upon an employee's return to regular duty.

During periods of unpaid leave, the employee's vacation, personal and sick leave balances will be frozen, and will be available upon return to regular duty. However, employees will continue to accrue years of service credits for purposes of future vacation accruals upon return to active employment. Should the employee elect not to return to employment following a military leave of absence, accrued vacation and comp time will be paid at the rate of pay in effect at the time the employee was last in paid status.

When returning from military leave, you may also be eligible for service credit and contributions to cover your active duty military leave with your retirement plan. Please contact IPERS or MFPRSI for more information.

Copies of your orders are required to be given to your department director or designee at least ten working days prior to reporting for duty whenever possible. If the military orders require reporting to duty sooner than ten working days' notice, the employee will provide a copy of the orders as soon as they are received by the employee.

An employee engaged in military service must report back to work under the following conditions: USERRA

- If service is less than 30 days, the employee must report back to work on the first full regularly scheduled shift following completion of service, after allowance for safe travel home from the military duty location and an 8-hour rest period.
- If service is more than 30 days but less than 180 days, the employee must report back to work no later than 14 days following the completion of service.
- If service is over 180 days, the employee must report back to work no later than 90 days following completion of service.

## **5.98 Family Death Leave**

If you are a regular full-time or regular part-time employee and there is a death in your immediate family defined as spouse, child, parent, step-parent, step-child, father-in-law or mother-in-law, you may take up to five working days off without loss of pay. Fire personnel working 24-hour shifts may take two shifts off without loss of pay for immediate family. For other family members defined as brother, step/half-brother, brother-in-law, sister, step/half-sister, sister-in-law, daughter-in-law, son-in-law, grandchild, step-grandchild, grandparent or grandparent of a spouse, you may take up to three working days off without loss of pay. Fire personnel working 24-hour shifts may take one shift off without loss of pay for other family members. This provision also includes leave for miscarriages and stillbirths.

## **5.109 Jury Duty**

If regular full-time or regular part-time employees are called to jury duty, upon providing proof of such duty, the city will continue to pay your wage or salary. In addition, the employee is allowed to keep any compensation received from the court system for their jury duty. If you are released and there are two or more hours left in your normal workday, you will need to return to work.

## **5.110 Voting Leave**

All city employees are entitled to vote in an election. However, if you do not have three consecutive hours

of non-work time in the period between the opening and closing of the polls, you are entitled to limited paid time off to go vote. Notice must be given to the employee's supervisor prior to taking leave.

### **5.121 Unpaid Leave**

Regular full-time and regular part-time employees may ask their department director for leave without pay after six months of service with the City of Ankeny, after using all paid leave available. The request shall be submitted in writing indicating the reason and length of time of absence. The request shall be submitted no later than ten (10) days prior to the date of the anticipated absence whenever possible. The Human Resources Director along with the department director shall grant or deny the leave taking into consideration the division's work units, work load and the ~~e~~Employee's request. Unpaid leave prior to six months of employment will be determined on a case by case basis by the department director and the Human Resources Director. Generally, any unpaid leave of absence shall not exceed ninety days in duration unless an extension is approved by the City Manager. Except for FMLA granted leave, benefits including vacation leave, sick leave, holidays or other forms of indirect compensation will not accrue. The employee may continue to be covered by group medical, dental, vision and life insurance but will be responsible for paying one hundred percent (100%) of the premium costs under COBRA provisions.

### **5.132 Family & Medical Leave Act of 1993**

In accordance with the Family and Medical Leave Act of 1993 it is the policy of the city to grant up to 12 workweeks of family and medical leave during a 12-month period to eligible employees. Medical leave necessitated by pregnancy shall be allowed to eligible employees pursuant to the provisions of federal and state law.

To be eligible for Family and Medical Leave, the employee must:

- have been employed by the city for at least 12 months, and
- have been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave.

The employee must submit a Request for Family/Medical Leave and be taking the leave for one or more of the following reasons:

- the birth of the employee's child and in order to care for that child.
- the placement of a child with the employee for adoption or foster care and to care for the newly placed child.
- to care for a spouse, child, or parent with a serious health condition;
- for the employee's own serious health condition that makes the employee unable to perform the functions of their position.
- Qualifying exigency leave for families of members of the Armed Forces when the covered military member is on active duty or called to active duty in support of a contingency operation to a foreign country or international waters. This includes the employee's spouse, son, daughter, or parent.
- Military caregiver leave (also known as covered servicemember leave) to care for an ill or injured servicemember.

The leave may be paid, unpaid, or a combination of paid and unpaid depending on the circumstances as specified:

- Birth of child - An employee taking leave for the birth of a child must use paid sick leave if available for physical recovery following childbirth (typically six weeks). A doctor's note will be required for the period of physical recovery. The employee must then use all other paid leave, and then will be eligible for unpaid leave for the remainder of the 12 weeks.
- Care for newborn child after birth, adoption, or foster care - An employee taking leave to care for a child after birth, adoption, or foster care may use up to 40 hours of sick leave if available (in accordance with the Employee Handbook 5.4) and then all other paid leave prior to being eligible for unpaid leave.
- Serious health condition - An employee who is taking leave because of the employee's own serious health condition or the serious health condition of a spouse, child, or parent must first use sick leave (in accordance with the Employee Handbook 5.4) then all other paid leave prior to being eligible for unpaid leave.
- Other authorized leave - If the employee has accrued paid leave the employee must use paid leave first and take the remainder of the twelve weeks as unpaid leave.

For leaves taken because of the employee's or a covered family member's serious health condition, the employee may be required to submit a completed "Physician or Practitioner Certification" form and return the certification to the Human Resources Department. [Family Medical Leave Act Policy](#)

#### **5.143 Pregnancy Leave and Accommodation**

Employees not eligible for FMLA leave who are temporarily disabled because of pregnancy or related medical conditions are entitled to unpaid leave for the period of temporary disability or for 8 weeks, whichever is less.

The Pregnant Workers Fairness Act 2023 requires the City to provide a reasonable accommodation to an employee's known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation would cause an undue hardship. Therefore, please notify your supervisor and Human Resources if you need an accommodation to continue working during your pregnancy.

#### **5.514 Lactation**

The City of Ankeny will provide reasonable break time for an employee to express breast milk for a nursing child for 1 year after the child's birth. The City will provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk. The frequency of breaks needed to express milk as well as the duration of each break will likely vary, and the employee must communicate with their supervisor regarding the timing of breaks.

## **Employee Benefits**

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### **6.1 Insurance**

The group insurance program the city provides for regular full-time employees and their families is one of the most attractive programs available. The program is constantly being reviewed to provide a cost-effective foundation upon which you can build the security and well-being required for you and your family. The following is a brief outline of the coverage provided:

- Medical
- Dental

- Life Insurance
- Long-term Disability Insurance
- Voluntary Life Insurance
- Voluntary Vision Discount Program
- Other voluntary insurance products

Please contact the Human Resources Department for more information on insurance.

## 6.2 COBRA

By law the city must offer continuation of health coverage to employees and dependents under certain termination-of-employment situations.

Please contact the Human Resources Department for a summary of your rights and obligations under the law.

Employees who wish to retire before attaining 65 years of age shall be allowed to continue participation in the City's health plan under the group contract at the employee's own expense until the employee attains age 65, or becomes eligible for Medicare. Iowa Code Section 509A.13

## 6.3 Fitness Reimbursement

To encourage the physical wellness of our employees the City offers ~~a \$18/month~~ up to \$216 per fiscal year fitness reimbursement to all full-time and regular part-time employees for wellness activities. This amount may differ for employees covered by a collective bargaining agreement. Please contact the Human Resources Department for more information on this reimbursement.

## 6.4 Flexible Spending Account

Regular full-time and regular part-time employees (who qualify for health insurance under the Affordable Care Act) are eligible to participate in the City's Section 125 Flexible Benefit Cafeteria Plan. As a part of the City's Section 125 plan, any premiums you pay for medical or dental insurance will be deducted from your paycheck on a pretax basis.

Eligible full-time employees may also contribute pretax dollars to a flexible spending account to pay medical costs not covered by insurance and/or dependent care expenses. The Human Resources Department will distribute more information prior to the beginning of each plan year.

## 6.5 Deferred Compensation Plan

The City of Ankeny provides a deferred compensation plan for regular full-time and regular part-time employees. Employees may defer, or set aside, a portion of their paycheck and delay paying federal and state taxes on that amount, usually until they retire. Details on the plan and other various investment options are available from the Human Resources Department.

## 6.6 Retirement

The retirement ~~program-system~~ for all regular full-time, part-time, and certain seasonal/temporary employees (except full-time police officers and fire fighters) is the Iowa Public Employees' Retirement System (IPERS). For full-time police officers and fire fighters the retirement system is the Municipal Fire and Police Retirement System of Iowa (MFPRSI). Detailed information about both systems is available

from the Human Resources Department.

Employees are expected to give as much notice as possible to the department director or human resources director of their intent to retire. Such notice shall be in writing. Applications for retirement benefits should be made directly with IPERS or MFPRSI.

## **6.7 Employee Assistance Program**

With the hectic pace of our daily lives, we encounter a variety of problems at home, work or other life areas. It is not uncommon to experience marital, emotional, legal, alcohol/drug, financial, family or a wide variety of other problems. Generally, we are able to deal on our own with the stressors of everyday living; however, in some situations outside help may be welcome. Regardless of the type of problems, help is available through the Employee Assistance Program (EAP).

EAP's service is offered as a benefit to all employees and family members within our organization. Initial counseling and referral services are confidential and at no cost. Counselors are available 24-hours a day, 7-days a week. If problems do arise, the employee assistance program can help. If you need it, please use it. Refer to your benefits booklet for contact information.

## **6.8 Length of Service Award**

The City appreciates and recognizes the importance of your continuing service with the city. All regular full-time and part-time employees will be presented a Service Award commemorating your service after your 5th, 10th, 15th, 20th, 25th and 30th years of employment with the city.

## **6.9 Employee Training**

The City of Ankeny encourages its employees to attend conferences, seminars and training sessions of benefit to the employee in enhancing job performance, skills and knowledge. A request for approval to attend conferences, seminars or training sessions must be submitted on the proper forms and signed by the department director. For a detailed description of policies and procedures on employee training and travel, refer to the [Travel and Training Policy](#).

## **6.10 Tuition Reimbursement**

The City of Ankeny encourages regular full-time employees to improve their knowledge, abilities and skills. Tuition reimbursement shall be limited to \$1,200 per fiscal year, for courses which directly relate to the employee's current position or which are a part of a program leading to an associate degree, a bachelor's degree or a graduate degree in a field which is related to the employee's current position or a position which the employee may have a reasonable expectation of being promoted to while employed with the City. In order to be eligible for tuition reimbursement each employee is subject to the following requirements:

- The employee must be a non-probationary full-time employee.
- The employee must submit the "Application for Course Approval and Tuition Reimbursement" form, before enrolling, to the department director and City Manager for approval.
- The course shall directly relate to the employee's current position or position in which the employee would have a reasonable expectation of being promoted to; or any course, including outside-the-major electives, required for a degree or certificate in a field either directly related to the employee's current duties or a field in which the employee would have a reasonable expectation of being promoted to while employed by the City.



- The employee must submit a statement of the tuition charges and proof of payment that the employee paid for the tuition or is going to pay back through a student loan. Tuition that is paid from other sources, therefore not an expense to the employee, are not eligible for reimbursement.
- The employee must submit course completion with a grade of a C or better. When an institution provides a course on a pass/fail option only, the City will honor a “pass” grade.
- Courses are to be completed during non-working hours unless prior approval is given by the department director and the City Manager.
- The employee must attend a college, university, trade school, business school or other institution which meets the requirements of an accrediting association recognized by the U.S. Department of Education.
- The employee must agree to remain employed by the City for an additional one (1) year after the course has been completed, or shall refund tuition payments to the City on a prorated basis for the months not worked.

## Employee Policies

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### 7.1 Job Vacancy & Recruitment

The City of Ankeny recruits the most qualified persons regardless of race, sex, sexual orientation, ~~gender identity~~, color, religion, age, ancestry, national origin or handicap (provided such handicap does not interfere with job performance with reasonable accommodations). The City will not hire relatives of regular full-time or part-time employees when employment would result in an employee being in a position supervised by a relative. A more detailed description of the policy on hiring of relatives is found in paragraph 7.13 Hiring of Relatives.

The Human Resources Director, in consultation with the City Manager, and department directors, determines whether each job classification is an open or promotional vacancy. Typically, promotional job classifications are those in which employees in a lower classification would gain the experience to qualify. Vacancies in civil service promotional grades are filled primarily by a promotion or transfer of a qualified civil service employee. Vacancies in civil service open positions eventually are filled by qualified persons either within or outside city employment.

### 7.2 Job Posting

The City of Ankeny, in its employment efforts, will post a job announcement on the public bulletin board; on the city website; and online with job boards and trade and professional websites if applicable. The recruitment of civil service positions will follow the Code of Iowa section 400.

### 7.3 Background and Reference Checks

To ensure that individuals who join the City of Ankeny are well qualified and to ensure that the City of Ankeny maintains a safe and productive work environment, it is the City's policy to conduct pre-employment background checks on all applicants who accept an offer of employment. Background checks may include verification of any information on the applicant's resume or application form, a criminal history background check, a check of any relevant abuse registries, a check of the applicant's driving record, and any other check deemed to be relevant by the City.

All offers of employment are conditioned on a receipt of a background check report that is acceptable to the City of Ankeny. All background checks are conducted in conformity with the Federal Fair Credit

Reporting Act, The Americans with Disabilities Act, and state and federal privacy and antidiscrimination laws. Reports are kept confidential and are only viewed by individuals involved in the hiring process.

If information obtained in the background check would lead the City of Ankeny to deny employment, a copy of the report will be provided to the applicant, and the applicant will have the opportunity to dispute the report's accuracy. If the City's background check includes a criminal record check and the check indicates that the applicant has a criminal history, the applicant will be given the opportunity to provide information regarding their criminal history. A criminal conviction does not automatically bar an applicant from employment.

At any time during employment, additional checks, such as a driving record or credit report, may be made if appropriate and job related.

#### **7.4 Reasonable Accommodations**

The City of Ankeny will make reasonable accommodations for a disability unless the accommodations would impose an undue hardship on the employer. The disabled employee must be able to perform the essential function of the job with or without reasonable accommodations.

The feasibility of reasonable accommodations shall be determined on a case-by-case basis taking into consideration the employee's specific physical or mental impairment, the essential functions of the job, the work environment and the ability to provide accommodations. If requested, the employee is responsible for providing medical documentation regarding the disability and possible accommodation.

#### **7.53 Promotion**

Promotion is another process of selection for staffing and is concerned with filling positions from among persons already in the service. A promotion represents the advancement of an employee in terms of a higher paid job, with increased responsibilities, greater skill and advanced status or prestige. The promotion policy concerns itself with that aspect of developing a plan to ensure management that the best talent in the organization can render even greater service, and that employees are aware of the avenues open to them and the extent to which advancement will be governed by work performance. Promotion procedures will follow the Code of Iowa section 400.9.

Each newly promoted full-time employee shall be subject to the successful completion of a ninety (90) day probationary period. In the event the employee fails to complete the probationary period, they may return to the previously held classification and rate of pay if the opening still exists. Such failure to qualify during probation shall not be subject to appeal.

#### **7.64 Personnel Records**

The city keeps a separate, confidential file for each employee that includes the employment application, experience records, and other pertinent information. These files are used to provide information for payroll deductions, determine eligibility for benefit programs, pay increases, and other personnel related matters.

All information is kept confidential, with only authorized personnel having access to it.

You may review your file to examine the contents. You must do this in the Human Resources Department in the presence of the Human Resources Director in order to preserve the security of your information. You may not remove any item from the file, but may provide a written response to any document in your

file. Written responses will be attached to the original document in the personnel file.

We would appreciate your help in keeping your records up to date. Please contact Human Resources if you have any change in the following:

- Name
- Address / phone number
- Marital status
- Beneficiaries
- Dependents
- Persons to be notified in the event of an emergency

Iowa law governs the access to City of Ankeny records and information. Please refer to Chapter 22 (Open Records) of the Iowa Code for guidance on this matter. Certain information from an employee personnel file may be subject to release under a public records request. In particular, the fact that an employee resigned in lieu of termination, was discharged, or was demoted as a result of disciplinary action may be disclosed.

#### **7.75 Probationary Period**

Your first six months of employment are a time for both of us to get to know one another. If during the probationary period it is determined that you do not fulfill the requirements of your employment, you will be terminated.

If you have a break in service of more than two weeks, a regular employee's probationary period shall be extended by a period of time equal to the break in service.

Prior to the end of the probationary period, the supervisor shall complete a written performance evaluation for the employee. Continuance in the position after expiration of the probationary period shall constitute a regular appointment. However, completion of the probationary period does not alter the at-will status of the employment relationship.

**Exceptions:** All new police officers shall be subject to a nine-month probationary period following certification from the law enforcement academy. If a new employee has already been certified at the time of hire, their probationary period shall be nine months from date of hire. The probationary period for full-time Firefighter/Paramedic and Firefighter/EMT is one year.

#### **7.86 Attendance**

Regular and consistent attendance is an essential job function for all employees. Employees must notify their supervisor by phone, text, or email whenever they are going to be absent from work. You need to notify your supervisor of all absences from the work schedule and these should be appropriately recorded. Any absence that is not requested and authorized may be grounds for disciplinary action up to and including termination.

Paid time off (vacation, personal, etc.) must be scheduled with the employee's supervisor in advance. Sick leave may be used in the case of emergency or sudden illness without prior scheduling. Patterns of absenteeism or tardiness may result in discipline even if the employee has not yet exhausted available

paid time off. Absences due to illness or injuries that qualify under the Family and Medical Leave Act (FMLA) will not be counted against an employee's attendance record. Medical documentation within the guidelines of the FMLA may be required in these instances.

If any employee is absent because of an illness for more than three (3) or more consecutive days, their supervisor may request that the employee provide written documentation from the attending physician as to the reason for the absence and must advise Human Resources of the absence. The employee is required to provide written documentation from a doctor stating they are able to resume normal work duties before the employee will be allowed to return to work. Employees are responsible for any charges made by their doctors for this documentation.

Not reporting to work or not calling to report the absence is a no-call/no-show and is a serious matter. The first instance of a no-call/no-show will result in a written warning. The second separate offense may result in termination of employment with no additional disciplinary steps. A no-call/no-show lasting three days may be considered job abandonment and may be deemed an employee's voluntary resignation of employment.

## **7.97 Personal Appearance**

It is the policy of City of Ankeny that each employee's dress, grooming, and personal hygiene should be appropriate to the work situation. Radical departures from conventional dress or personal grooming are not permitted, regardless of the nature of the job performed. Every employee has some contact with others, and therefore represents the City of Ankeny in their appearance as well as by their actions. Quality service to the public includes the clean and professional appearance of the people who provide those services. All employees' clothing should be professional and appropriate to the work performed, as set forth in these policies, and determined by each department director. The properly attired employee helps to create a favorable image for the City of Ankeny. The following guidelines should be followed by all employees; however, nothing in this policy prohibits a department director from establishing a more stringent dress code for their office or department.

- Employees are expected to dress in a manner that conforms to each department's dress code, and is normally acceptable in their work area.
- All employees must maintain a clean, well-kept appearance.
- Clothing must be clean, well-maintained and fit properly. Tight fitting, over-sized, torn, and revealing or provocative clothing is considered unacceptable. Certain articles of clothing such as miniskirts, halter tops, sweatpants, wind pants and pajama pants will be considered inappropriate work attire for all employees. Jeans that are not ripped, tattered or worn-out may be worn on designated casual days as determined by the department director.
- Closed-toe protective shoes and stockings/socks must be worn by certain departments and in certain work areas due to OSHA safety & health regulations. Personal protective equipment should be used if applicable to the work situation.
- Perfume/colognes, nail polish, jewelry and cosmetics should be used with appropriate taste.
- Hair should be clean, combed and neatly trimmed or arranged. Shaggy unkempt hair is not permissible regardless of length.
- Sideburns, moustaches and beards should be neatly trimmed. Eccentric styles of facial hair will not be permitted.

- Tattoos and body piercings (other than earrings) should not be visible if there is a complaint filed by an employee or a member of the public. The complaint must be investigated by the Human Resources Director and result in a “founded” conclusion. A “founded” conclusion is one in which it is determined that the tattoo or body piercings are unsafe, disruptive, offensive or otherwise inappropriate when considering the circumstances, job duties and work environment.
- Specific departmental policies and procedures may be more restrictive than this policy.

Department directors are responsible for enforcing this policy and for defining “appropriate” as necessary. Supervisors have the authority to ask employees to make changes, for example, removing a jewelry item, tying hair back, or requiring employees to go home and return in proper attire. Any work time missed because of failure to comply with this policy will not be compensated, and repeated violations of this policy will be cause for disciplinary action.

Any prescribed and issued uniform or approved attire must be worn in its entirety while on duty. Uniforms must be clean, pressed and neatly maintained. Uniforms may be worn only while on-duty or while traveling to and from work.

#### **7.108 Housekeeping**

It is important that your work area is neat and clean. We need your cooperation in meeting the city objective of making the work place a pleasant and safe working environment.

#### **7.119 Inclement Weather**

Because we serve the citizens of Ankeny, the City will remain open during normal hours even in cases of severe weather. In extreme circumstances, if the City Manager announces by public broadcast that city offices are closed, then only persons designated as “essential personnel” need to report to work. Employees considered “essential personnel” will be notified by their supervisor if they are required to report to work. Employees who are directed by city administration not to report to work or to leave work because of severe weather will be compensated at their regular base pay rate.

Employees who, because of severe inclement weather, report to work late after having made an earnest effort to report on time, have supervisory approval not to report to work, or have supervisory approval to leave work before the end of the workday, will be allowed to make up for lost time or may elect to use vacation, personal, compensatory time, or leave without pay. Employees who choose to make up the time must do so within the week the time was lost. All makeup time will be scheduled by the supervisor.

#### **7.120 Residence Requirement**

In the spirit of Section 400.17 of the Iowa Code, the City of Ankeny does not require its employees to be residents of the city. Nevertheless, the City of Ankeny may require that certain critical employees reside within a distance outside the city limits that allows them to report to work within a reasonable period of time.

If for some reason you cannot meet this requirement, we ask that you consult with your supervisor.

#### **7.131 Wage Garnishments**

We expect our employees to meet their financial obligations. Wage garnishments against an employee’s salary cause extra work, time, and expense for the city. Thank you for preventing wage garnishments.

#### **7.142 Outside Employment**

Your department director shall be informed of your outside employment to avoid possible conflict with your City of Ankeny employment.

If outside employment interferes with your work for the City of Ankeny, you will be asked to resign from one or the other positions.

Regular full-time employees of one department are prohibited from part-time or seasonal employment in another City department. An exception is made for emergency snow removal operations, where certain employees may be given approval to help the Public Works department on a case by case basis.

Any outside employment that involves the use of a uniform or badge must be approved by the City Manager.

### **7.153 Hiring of Relatives**

The City of Ankeny wants to ensure that its practices do not create situations such as conflict of interest or favoritism. It is the policy of the City of Ankeny that applicants who are Relatives of full-time or part-time employees shall not be hired, appointed or transferred to any position that would result in:

- A Relative being in a supervisory or administrative position over another Relative; or
- One Relative with access to confidential information concerning actual or potential administrative/disciplinary action to be taken against another Relative.

For the purpose of this policy, "Relatives" shall mean: (a) spouses (including domestic partner, romantic partner or cohabitant); (b) parents; (c) siblings or half-siblings; (d) children; (e) grandparents; (f) aunts/uncles; (g) nieces/nephews; (h) first cousins; or (i) unrelated persons living together. The term Relatives shall also include any step-relations and/or the spouses of the above-listed individuals.

Employees who become Relatives after their employment with the City has commenced and who would therefore be in violation of this policy shall notify the employer and the employer will: (1) have the subordinate employee reassigned to another supervisor; and/or (2) transfer to different departments if an open position is available, the employee is qualified and the approval of the department head is granted.

The City of Ankeny reserves the right to apply this policy to situations where there is a conflict or the potential for conflict because of the relationship between employees, even if there is no direct-reporting relationship or authority involved.

### **7.164 Vehicle Policy**

All vehicles and equipment owned by the city are for official use only and cannot be used for personal business without prior approval of management.

However, you may take a vehicle during a lunch break if your destination immediately after lunch is farther from your normal workplace than the location where you eat lunch.

At no time shall any person(s) be allowed in city vehicles unless for city business or city sponsored activities without prior approval of management.

The use of any tobacco products in city vehicles or equipment is prohibited.

If an employee is required to operate a motor vehicle as part of their job duties, that employee must maintain a valid operator's license and be insurable under the City's liability policy as a condition of

continued employment.

Please refer to [Vehicle Use Policy](#) for complete information.

#### **7.175 Notification of Arrests and Other Governmental Action**

Employees are expected to perform their assigned jobs, respect and follow City policies, and obey the law. In the event that employees are arrested or receive a citation for any crime, have any criminal charges filed against them, receive notice of the disposition of any criminal charges pending against them (including, but not limited to, a conviction, a guilty plea, a plea of nolo contendere (no contest), or deferred judgment) or receive notice of any charges relating to operating a motor vehicle while intoxicated, they must notify the Human Resources Director.

Notification to the Human Resources Director must occur within five (5) business days of notification to the employee. Employees whose duties require possession of a Commercial Driver's License and/or who regularly and frequently operate City vehicles must report all charges and citations, including traffic tickets such as speeding tickets. Other employees need not report such traffic tickets.

Employees who have any contact with minor children must notify the Human Resources Director of any child abuse complaints filed against them. Additionally, employees who have contact with the senior or elderly population must notify the Human Resources Director of any elder abuse complaints filed against them. Employees must notify the Human Resources Director regarding the findings in any complaint against them alleging ~~child-the~~ abuse. The Human Resources Director must be notified of any complaints and findings within five (5) business days of notification to employee.

Information relating to arrests, criminal charges and child or elderly abuse complaints will be treated as confidential and maintained as part of the employee's personnel file and appropriate discipline may be issued. Employees who do not notify the City as required by this policy may be subject to disciplinary action up to and including termination.

#### **7.186 Electronic Communication**

Electronic communication includes but is not limited to electronic mail, Internet access, voice mail, audio and video conferencing, and facsimile messages. These services shall not be used to transmit any improper communications such as messages which are derogatory, defamatory, or obscene. The City reserves the right to monitor electronic communication without prior notification to employees. Additionally, employees should keep in mind that all communication using city equipment (computers, phones) is treated as open records under Iowa Code Chapter 22, and can be made available to the public for review upon request. [Electronic Communication Policy](#)

#### **7.197 Communications and Social Media Policy**

Efficient and effective communication with the media and the public is critical to the City of Ankeny's ability to present information in a manner consistent with Ankeny City Council policies and philosophy of open government. Coordination, uniformity, accuracy and timeliness are cornerstones of strong and productive public relations.

The purpose of the [Communications and Social Media Policy](#) is to provide guidelines for the City of Ankeny to keep the media and the public fully, fairly and accurately informed of programs, services, events and issues in a timely and forthright manner.



All employees are to comply with the procedures and standards in this policy as it applies to media relations, internal and external communications, and social media within the City of Ankeny.

As a City of Ankeny employee, you may have your photo taken while at work. Photos could be used for communications, marketing and public relations efforts to educate and promote the services provided by the City of Ankeny. You must alert the Communications Department if you do not want your photo used in this manner.

## **7. ~~2018 Voluntary Resignation~~ Separation of Employment**

The City is proud of its low employee turnover rate. Employees should talk to their immediate supervisor prior to submitting a resignation. Sometimes a misunderstanding can be resolved. We request that employees who do decide to leave please give at least a two-week notice. If an employee provides less notice than requested, the employer may deem the individual to be ineligible for rehire depending on the circumstances regarding the notice given. Accrued vacation time may not be used to satisfy the two-week notice, unless the notice requirement is waived by the City Manager.

An employee who is terminated for violating policy or who resigned in lieu of termination from employment due to a policy violation will be ineligible for rehire. Employees of the City of Ankeny are employed on an at-will basis and the City retains the right to terminate an employee for any reason at any time, except as otherwise provided by law or by the terms of a collective bargaining agreement.

Employees must return all City property at the time of separation. Failure to return some items may result in deductions from the final paycheck. Health insurance terminates on the last day of employment. Information for Consolidated Omnibus Budget Reconciliation Act (COBRA) will be provided.

Employees who leave employment in good standing may be considered for reemployment. Rehired employees begin benefits just as any other new employee. Previous tenure will not be considered in calculating seniority, longevity, leave accruals or any other benefits.

## **Occupational Safety and Health**

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The City of Ankeny makes every effort to keep your work area safe and free from hazard.

For a detailed description of policies and procedures on employee safety, refer to employee intranet for copies of specific safety policies, such as the [General Safety Policy](#) and the [Right to Know: Hazardous Communications Written Program](#).

### **8.1 Safety**

It is the responsibility of every department to ensure a safe and healthful atmosphere, safe working conditions, tools, equipment and work methods for all of its employees. Employees are expected to comply with all safety and health requirement whether established by management or by federal, state, or local law.

Employees are required, as a condition of employment, to exercise due care in the course of their work to prevent injuries to themselves and to their fellow workers. Employees have a responsibility to report any unsafe working conditions or practices to a supervisor or safety committee member.

Employees violating recognized safety rules, procedures, or standards, or acting in such a manner as to endanger their own or another's personal safety shall be subject to disciplinary action which may include

an oral or written warning, suspension or discharge.

## **8.2 Required Licenses and Clothing**

If the maintenance of a state approved license is a condition of employment established by the Employer, the cost of the test, the license fee and its renewal shall be paid by the Employer. State approved license does not include the standard driver's license but does include a commercial driver's license.

Employees required to maintain a commercial driver's license as a condition of employment must consent to an annual limited query of the Federal Motor Carrier Safety Administration (FMCSA) Commercial Driver's License Drug and Alcohol Clearinghouse to verify current and prospective employees are not prohibited from performing safety-sensitive functions.

If an Employee is required to wear a uniform as a condition of employment established by the Employer, the uniform shall be furnished and maintained by the Employer.

The Employee shall wear the uniform only as authorized in the work rules.

The Employee is not responsible for fair wear and tear to the uniform. The Employee is responsible for any damage caused to the uniform by deliberate act or by deliberate violation of the work rules.

If an Employee is required to wear a protective device as a condition of employment established by the Employer, the protective device shall be furnished and maintained by the Employer.

The Employee shall use the protective device only as authorized in the work rules.

The Employee is not responsible for fair wear and tear to the protective device. The Employee is responsible for any damage caused to the protective device by deliberate act, or by deliberate violation of the work rules.

Uniforms and protective devices purchased by the Employer are to be returned to the Employer immediately upon an Employee's separation of employment.

Some job classifications may require the use of steel-toed work boots. Upon receipt of a duly authorized invoice, the Employer shall pay up to \$140 per fiscal year towards the purchase of work boots. In the event that an Employee desires a work boot of higher price, the Employee shall pay any difference at the time of purchase. In addition, the Employer will provide, at its cost, rubber boots when it is needed in the employment.

## **8.3 Sexual Harassment**

The City of Ankeny policy regarding sexual harassment is as follows: Acts of sexual harassment by any employee are prohibited employment practices and are subject to disciplinary measures including discharge.

The Equal Employment Opportunity Commission defines sexual harassment as any **unwelcome** sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature directed at an employee by an employer or fellow employee. Such conduct is unlawful if submission to it is a condition of employment, used as a basis for making employment decisions affecting the employee, has the effect of unreasonably interfering with the employee's work performance, or creates an intimidating, hostile or abusive work environment.

Please refer to the [Sexual Anti-Harassment Policy](#) of the City of Ankeny for complete information.

#### **8.4 Harassment**

It is the policy of the City that no employee be harassed by another employee, customer or supervisor on the basis of race, color, religion, sex, age, national origin, sexual orientation, disability, genetic information, status as a veteran or any other protected characteristic as established by law.

Illegal or unlawful harassment, whether verbal or physical, will not be tolerated. All members of management have the explicit responsibility and duty to take corrective action to prevent any illegal or unlawful harassment of our employees.

If any employee believes that he or she has been subjected to harassment, that employee should bring the matter directly to the immediate attention of the City Manager, department director, a supervisor or the Human Resources Director. All complaints will be investigated in a timely manner, and appropriate disciplinary action will be taken, up to and including termination. There will be no retaliation against anyone who submits a good faith harassment complaint or participates in an investigation relating to such a complaint.

#### **8.54 Drug and Alcohol Policy**

It is the policy of the City of Ankeny to comply with the Drug Free Workplace Act of 1988 to insure a drug-free workplace. The policy is intended to prohibit the unlawful possession, use, dispensation, distribution, or manufacture of controlled substances in the workplace. Violation of this policy will result in disciplinary action up to, and including, termination of employment. Depending upon the circumstance, other action, including notification of appropriate law enforcement agencies, may be taken against any violator of this policy.

As a condition of employment, all employees must pass a post offer pre-employment drug test. Employees must comply with this policy and notify management within (5) days of conviction for any criminal drug violation occurring during work hours or in the workplace. Failure to do so will result in immediate suspension and/or termination of employment. Any staff member arrested in connection with a criminal drug violation occurring during work hours or in the workplace will be on personal leave of absence without pay and could face termination of employment pending the outcome of any legal investigation and conviction.

Please refer to the Drug and Alcohol Policy for complete information.

#### **8.65 Smoking and Tobacco Policy**

In compliance with the Iowa Smokefree Air Act (7/1/08), the City of Ankeny has established a smoke-free workplace. All City-owned buildings, facilities and vehicles are smoke-free. All tobacco usage, including smoking and smokeless tobacco, as well as electronic cigarettes, is prohibited in all City-owned buildings, facilities, vehicles and equipment, and on all public grounds owned by the City except in designated areas in accordance with the Iowa Smokefree Air Act. The City may establish a designated smoking area at each facility. This area must be located in the building's parking lot away from all building entrances and must not adversely impact other employees or the general public. Please contact your supervisor to identify these designated smoking areas. Employees are permitted to smoke, use tobacco, or use electronic cigarettes within their personal vehicles which are parked in a City-owned parking lot. Employees who choose to smoke, use tobacco, or use electronic cigarettes, must do so in accordance with this section

and during normal meal and break periods. Employees are not provided additional time away from work to smoke, use tobacco products, or electronic cigarettes. Violation of this policy may lead to disciplinary action, up to and including termination. Opportunities for smoking cessation classes will be made available for any employee wishing to quit the use of tobacco products. The City will provide a subsidy if there is a cost associated with the class. For more information please contact the Human Resources Department.

## **8.76 Workplace Violence and Weapons Policy**

It is the policy of the City of Ankeny provide a work environment free from violence, aggression, or threatening conduct of any kind. To ensure a safe workplace and to reduce the risk of violence, all employees must review and understand all provisions of the Workplace Violence and Weapons Policy.

### **Prohibited Conduct**

The City of Ankeny will not tolerate any type of workplace violence committed by or against employees. Employees are prohibited from making threats or engaging in violent activities toward any employee of the City or any member of the general public. A threat of violence is any visual, verbal, or physical act, that warns of or expresses an ability or intent to harm or kill; is intended to intimidate or create fear; or has the purpose of unreasonably interfering with an individual's reasonable expectation of a peaceful, non-hostile or inoffensive work environment.

Although not all-inclusive, the following are examples of behaviors included in this policy:

- Causing physical injury to another person.
- Making threatening remarks in person, in writing, by telephone, or other means of communication.
- Aggressive or hostile behaviors that create a reasonable fear of injury to another person or subjects another individual to emotional distress.
- Intentionally damaging City property or property of another employee.
- Unauthorized possession of a weapon while on City property or while on City business.

### **Weapons**

The City of Ankeny prohibits all employees from possessing a handgun, firearm, explosives, or dangerous weapons of any kind onto City property. City property includes, without limitation, all City parking lots, buildings (leased and owned); grounds and parks; and vehicles used for City business. Employees who are off City property but performing a task for the City or City-sponsored events (i.e. Summerfest, etc.), are covered by this policy.

Possession of a valid permit to carry a weapon shall not be construed to exempt an employee from this policy. However, an employee's supervisor, with the express concurrence of the Police Chief and the City Manager, on an individual-by-individual basis, may grant an exception for the employee holding such a permit, if the exception is deemed reasonable and appropriate for protection and defense of person, or other City of Ankeny employees or officials.

This section shall not apply to City employees who are authorized to use weapons in the performance of their job responsibilities (e.g. police), or for those who are authorized to use hazardous tools or devices as bona fide portions of their job. (e.g. machete for clearing brush, small knives to cut rope or piping, etc.).

### **Reporting Procedures**

Any potentially dangerous situations must be reported immediately to a supervisor or the Human Resources Department. All reported incidents will be investigated. Reports or incidents warranting confidentiality will be handled appropriately and information will be disclosed to others only on a need-to-know basis.

### **Risk Reduction Measures**

While the City does not expect employees to be skilled at identifying potentially dangerous persons, employees are expected to exercise good judgment and to inform their supervisors or the Human Resources Department if any employee or other individual exhibits behavior that could be a sign of a potentially dangerous situation. Such behaviors may include the following:

- Discussion of bringing a weapon into the workplace.
- Displaying overt signs of extreme stress, resentment, hostility, or anger.
- Making threatening remarks.
- Sudden or significant deterioration of performance.
- Displaying irrational or inappropriate behavior.

### **Searches**

The City reserves the right to conduct searches in accordance with state law of any employee and his or her vehicle or personal effects brought into the workplace. Pursuant to this provision, the City is authorized to search an employee's locker, desk, purse, briefcase, baggage, toolbox, lunch sack, clothing, vehicle parked on City property, and any other item in which a weapon may be hidden. Additionally, the City may search a City-owned vehicle used by an employee, and a vehicle owned by an employee that is being used to conduct business on behalf of the City, regardless of whether the vehicle is located on City property at the time. Searches may be conducted by City management or local authorities. To the extent the search is requested by City management and the employee is present, the employee may refuse the search; provided however, that such refusal may result in disciplinary action, up to and including termination of employment for refusal to cooperate. The City reserves the right to conduct searches on its property or authorize searches by law enforcement on its property without the employee being present.

### **Enforcement**

Threats, threatening conduct, or any other acts of aggression or violence in the workplace will not be tolerated. Any employee determined to have committed such acts or any employee who fails to report such acts committed by others shall be subject to disciplinary action, up to and including termination. Non-employees engaged in violent acts toward City employees will be reported to the proper authorities and may be banned from City property.

### **8.87 Workplace Bullying**

The City of Ankeny defines bullying as inappropriate behavior, either direct or indirect, whether verbal, physical or otherwise, directed by one or more persons against another or others, at the place of work and/or in the course of employment which has the effect of substantially interfering with an individual's employment, performance of duties, or which causes the individual to have a reasonable fear of harm. Such behavior violates the City Code of Ethics which clearly states that all employees will be treated with

dignity and respect.

The purpose of this policy is to communicate to all employees that the City will not tolerate bullying behavior. Employees found in violation of this policy will be disciplined up to and including termination.

Bullying may be intentional or unintentional. Where an allegation of bullying is made, the intention of the alleged bully is relevant and will be given consideration when meting out discipline. As in sexual harassment, the effect of the behavior upon the individual is most important. The City of Ankeny considers the following types of behavior examples of bullying:

- **Verbal bullying:** Slandering, ridiculing or maligning a person or their family; persistent name calling that is hurtful, insulting or humiliating; using a person as the butt of jokes; abusive and offensive remarks.
- **Physical bullying:** Pushing, shoving, kicking, poking, tripping, assault or threat of physical assault; damage to a person's work area or property.
- **Gesture bullying:** Non-verbal threatening gestures or glances that convey threatening messages.
- **Exclusion:** Socially or physically excluding or disregarding a person in work-related activities.

#### **8.98 Security Camera Policy**

The City of Ankeny is committed to establishing and maintaining a workplace that is secure and safe for employees, residents and visitors. To enhance this commitment, the city may install and utilize security cameras. The cameras will be used in a professional, ethical, and legal manner consistent with all existing city policies, as well as State of Iowa Code and Federal laws. Camera use will be limited to situations that do not violate the reasonable expectation of privacy as defined by law. Please refer to the [Security Camera Policy](#) for complete information.

## **Employee Conduct and Work Rules**

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In order to maintain a safe, efficient, and harmonious organization, the rules and regulations listed below have been established for municipal employees. Each of the rules and regulations has a sound background of common sense based on experience. These rules are not necessarily the only areas in which disciplinary action may be taken if conduct or instances require. These rules may be modified as changing conditions warrant. Each case shall be considered on its merits with due consideration as to the nature of the offense, the cause, the background, likelihood of repetition, and the attitude of the offender.

### **FOLLOWING IS A LIST OF EMPLOYEE CONDUCT THAT WILL RESULT IN DISCIPLINE TO THE EMPLOYEE UP TO AND INCLUDING DISCHARGE:**

1. Theft or willful destruction of property of the city or any employee.
2. Falsifying or supplying false information for the completion of city records.
3. Insubordination or refusing to perform work or reasonable instructions.
4. Possession or use of intoxicants or narcotics on city property.
5. Possession of explosives, firearms or other concealed weapons on the city premises without permission.

6. Intentional abuse of City's time keeping system, including unauthorized punching in/out of another employee.
7. Sleeping during working hours.
8. An employee determined to be an aggressor in a fight on city premises.
9. Conviction of a crime carrying a penitentiary sentence.
10. Leaving work site during working hours without signing out, unless with authorized permission or performing activities related to the employee's job.
11. Reporting to work under the influence of intoxicants or narcotics.
12. Disorderly conduct including use of profane or abusive language, intimidating, threatening, or provoking fellow employees, or other acts showing lack of respect for other people and property.
13. Deliberate defacing of bulletin boards, material thereon, walls or other properties of the city or fellow employees.
14. Working on personal unrelated work duties on city time.
15. Falsifying city records or information.
16. Sabotage, causing damage or destruction of tools, equipment, or other property belonging to the city or fellow employees.
17. Failure to comply with request of supervisory personnel to submit personal packages being brought onto or out of the work site for inspection.
18. Unauthorized altering or repairing of equipment.
19. Soliciting, collecting, distributing, or selling on city time without authorization.
20. Soliciting, collecting, distributing, or selling on city property without written authorization.
21. Unauthorized operation of equipment or use of material or property of the city or fellow employees.
22. Smoking in restricted areas, including any city facility, vehicle or equipment.
23. Willful violation of safety and health requirements.
24. Habitual tardiness or absences without just cause.
25. Horseplay including running, pushing, shoving, throwing objects, playing practical jokes, and otherwise disturbing fellow employees.
26. Failure to call and notify the city of an absence prior to the start of work.
27. Leaving workstation unnecessarily.
28. Failure to use the employee time keeping system in accordance with standard procedure.
29. Failure to be at the work site at starting time, or stopping before quitting time.
30. Unauthorized parking, excess speed, or other acts of disregard for fellow employees in moving traffic on city property.
31. Unauthorized use of city telephones except in case of emergencies.



## 32. Violating the City's Code of Ethics (See Section 12)

The list set out above is for the purpose of illustration only and is not intended to include all actions that will subject an employee to discipline.

## Performance Appraisal

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Performance evaluation will give you an opportunity to discuss your development with your supervisor. This will allow you to know where you stand in relation to the job requirements.

Each director is responsible for the timely and proper completion of an employee performance review and evaluation report.

Performance reports shall be made on the standard form provided by the Human Resources Department and must be submitted at the specified times:

- At the end of the probationary period.
- Annually on the employees' anniversary date.

Such reviews do not necessarily result in pay increases. A step increase normally will occur July 1 of each year pending a satisfactory performance evaluation and provided that the maximum pay range has not been achieved.

In the event the supervisor does not do performance appraisals timely, it is the employee's responsibility to bring this to the attention of the supervisor. If the appraisal is not done within ten (10) days after the employee's complaint, the employee shall bring the matter to the attention of the Human Resources Director.

## Grievance Procedures

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The most important resource to the City of Ankeny is its employees. Sometimes, all of us experience some type of problem in the workplace. ~~We have a problem-resolving procedure that will assure you that your problem will be heard and appropriate action will be implemented. The purpose of these grievance procedures is to assure fair and equitable treatment for all employees not covered by a union contract, including supervisors and managers; to promote harmonious employer-employee relations; to establish a review procedure on matters covered by this handbook for which an appeal and hearing are not specifically provided by law; to provide employees a systematic means for receiving full consideration of problems when efforts to resolve them through discussion have failed; to encourage the settlement of disagreements as near as possible to the point of origin; when necessary to provide an orderly procedure to handle the review and resolution of disagreements by successively higher supervisory levels; and to provide for resolution of disagreements as quickly and efficiently as possible. Therefore, please bring your problems to your immediate supervisor, who will help you resolve them.~~

Therefore, please bring your problems to your immediate supervisor, who will help you resolve them. If for any reason you are not satisfied with the results, you may file a formal grievance in the following manner:

Step 1 - The Employee shall take up the grievance or dispute with the Employee's supervisor within ten (10) calendar days of the date of the grievance or the Employee's knowledge of its occurrence. The supervisor shall attempt to adjust the matter and shall respond orally to the Employee within

ten (10) calendar days.

Step 2 - If the grievance has not been settled, it shall be reduced to writing by the Employee and presented to the Department Director within ten (10) calendar days of the supervisor's response to Step 1. The Department Director shall respond in writing to the Employee within ten (10) calendar days.

Step 3 - If the grievance has not been settled, it shall be presented in writing by the Employee to the City Manager within ten (10) calendar days after the Department Director's response. The City Manager or designee will meet with the aggrieved employee within thirty (30) calendar days after receipt of the grievance to discuss and attempt to resolve the grievance. Following this meeting, the written decision of the City Manager or designee will be returned to the grievant within ten (10) calendar days, and the answer shall be final.

The City Manager, or designee, shall have the authority to resolve grievances on behalf of the City in those situations where the City Manager has partial or complete jurisdiction and for which an appeal procedure is not specifically provided by law or otherwise provided in these policies and procedures.

## Employee Ethics

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### 12.1 Campaign Activities

In accordance with Section 721.3 of the Iowa Code, we encourage you to vote, which is an expression of your personal opinion. However, candidates or committee members cannot solicit contribution or receive political support from you during work hours.

Employees may participate in, or contribute to, the election or appointment of public officials. Political activity; however, must not interfere with your normal work duties. No city employee will be forced or compelled to take part in political campaigns to favor the appointment or election of candidates for any office.

### 12.2 Candidates for Office

If you become a candidate for any city elective office, you automatically receive a leave of absence without pay. The leave without pay begins upon either an announcement of your candidacy or filing of a petition for office. However, this will not be later than thirty (30) days before the primary or general election day, and it continues until you are no longer a candidate.

If elected, you are required to resign your city position.

However, you may be a candidate for a non-city, non-partisan office that is not related to your employment. If this is the case, you will not be required to take the leave of absence without pay, as long as you do not campaign while you are on duty as an employee or let your duties interfere with your city job responsibilities.

### 12.3 Gift & In-Kind Contributions

As an employee of the City of Ankeny, you shall not directly or indirectly accept or receive any gift or series of gifts, as defined in Section 68B.22 of the Code of Iowa. This includes special discounts or offers that are not available to the general public. Please see [Q & A](#) on how the gift law works.

### 12.4 Public Purpose Policy

A public purpose policy has been established for the expenditure of funds for recognition of employees, volunteers and other provisions. The following activities are considered appropriate public purposes for the expenditure of tax revenues:

- Plaques, awards, gift cards and other items of negligible resale value given in recognition of public service.
- Meals and refreshments for emergency operations, employee appreciation events, open houses, public meetings, training sessions and other official events.
- Sustenance supplies for the City's use. Sustenance supplies include, but are not limited to, the following items: coffee, creamer, coffee filters, sweeteners, paper products, including plates, cups, utensils, paper towels and napkins.
- Flowers and cards for Mayor and City Council members, Board and Commission members, employees and their families and other persons as deemed appropriate.
- Employee wellness program incentives, prizes and other similar items.
- Community relations, recognitions, celebrations, commemorations and associated memorabilia.
- Expenses by the Mayor and City Council, City Manager and City staff to promote the City.

#### **12.4 Code of Ethics**

As an employee of the City of Ankeny, you shall adhere to the following code of ethics regarding conduct and behavior. Failure to do so can result in discipline or termination:

- I shall be impartial and dedicated to the best interests of the City. I shall conduct myself, both inside and outside the City's service, so as not to cause distrust of my impartiality or of my dedication to the City's best interests.
- I shall follow all applicable local and state standards for ethical conduct at all times, and will not use my position with the City in an inappropriate manner or in a way that will result in personal or financial gain.
- I shall affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward local government affairs and a deep sense of social responsibility as a trusted public servant.
- I shall be dedicated to the highest ideals of honor and integrity in all public and personal relationships in order that I may merit the respect and confidence of the elected officials, of other officials and employees, and of the public.
- I shall consider, first, the interests of the City in all transactions.
- I shall carry-out the established policies of the City.
- I shall buy without prejudice, seeking to obtain the maximum value for each expenditure of public funds.
- I shall never engage in acts of corruption or bribery, nor will I condone such acts by other employees.
- I shall be responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

## **12.5 General Employee Conduct and Ethical Behavior**

City employees are prohibited from engaging in any conduct which could violate state or local ethics laws and/or reflect unfavorably upon the City or their department. Employees must avoid any action which might result in or create the impression of using public office for private gain, giving preferential treatment to any person, or losing impartiality in conducting City business.

- City employees must not accept any extraneous fee for work performed on behalf of the City.
- A City employee may not grant or make available to any person, any consideration, treatment, advantage or favor beyond that which is the granted or made available to all citizens.
- City employees must refrain from securing special privileges or exemptions for themselves or their relatives beyond that which would be available to all citizens.
- Employees must not use privileged information for their own financial advantage or to provide friends and acquaintances with financial advantages or with information which could be used for financial advantage. Each employee is charged with the responsibility for ensuring that they release only information that should be made available to the general public.
- A City employee will not use or permit the use of any publicly owned resource (property, vehicle, equipment, labor, service or supplies (new, surplus or obsolete)) for the personal convenience or advantage of the employee or any other person other than what is generally available to the public. Employees will not be permitted to work on personal items, including vehicles, in a City-owned building or shop area.
- An employee is required to exercise care in the use of City property. Negligence in the care and use of City property may be grounds for suspension and/or dismissal. Unauthorized removal of City property from the premises or its conversion to personal use will be considered grounds for suspension and/or discharge.
- An employee must return City issued property at the time the employee terminates employment or when the employee's department head requires such a return. The City assumes no responsibility for loss or damage of personal property of an employee.
- City employees must exercise care when posting to personal websites or other social media. Any images or posts that could damage the City, department, or another employee's reputation or otherwise reflect unfavorably on the City or employees in their official capacity are prohibited. See additional policies for guidance on use of electronic communications including telephone, e-mail, internet, etc.

## **12.6 Reporting Hotline**

The City of Ankeny has established a reporting hotline for both community and employee use. Employees can use the reporting hotline to anonymously report concerns or suspicious activity related to fraudulent behavior, misconduct, policy violations or ethical breaches. The hotline is confidential and available 24 hours a day, 365 days per year by using the link <https://www.eidebailly.com/hotline>. Employees may also call the toll-free number 866-912-5378 which is available during business hours.



**ADDENDUM TO CITY OF ANKENY EMPLOYEE HANDBOOK**

**VACATION LANGUAGE FOR POLICE SERGEANTS, LIEUTENANTS, AND CAPTAINS**

Effective date: 07/01/2007

**Vacation**

In addition to the language provide in the employee handbook Section 5.2, the following language applies.

At the end of the fiscal year, police sergeants, lieutenants, or captains with any remaining vacation hours may exercise one of the following options:

- A. To have their remaining hours transferred to the next fiscal year's accrued vacation leave up to a maximum of eighty (80) or ninety (90) hours depending on their hours per day schedule; or
- B. To cash out vacation leave up to a maximum of eighty (80) or ninety (90) hours depending on their hours per day schedule.

## **ADDENDUM TO CITY OF ANKENY EMPLOYEE HANDBOOK**

### **COMPENSATION AND OTHER BENEFITS FOR DEPARTMENT DIRECTORS/OFFICERS**

#### **Compensation**

The city manager shall have the authority to negotiate a starting salary between the minimum and maximum of the pay grade depending on prior experience, education, nature of position, etc.

#### **Salary Adjustments**

The purpose of a merit salary increase program is to, over time, better align pay with performance and foster an organizational culture that recognizes and rewards performance and strategic goal attainment rather than solely longevity. The salaries of department directors/officers may be adjusted annually through both an across-the-board increase and a merit increase. First, as part of the budget process, the city manager recommends and includes funding in the recommended budget for across-the-board adjustments to the nonunion pay plans if economic conditions, job market, cost of living, and other factors provide the justification for these increases, subject to available funding. The minimum and maximum salaries of the management pay plan shall be adjusted by an amount equal to the across-the-board nonunion salary adjustment and directors/officers shall receive these across-the-board increases except as noted below. Directors/officers who fail to receive at least a “meets expectations” or a 3 on a 5-point scale, on their annual performance evaluation, are not eligible for any type of salary adjustment, including across-the-board adjustments, until their performance meets expectations. Second, in lieu of step progression available in the nonunion pay plan, directors and officers shall be eligible for a merit salary increase of up to 5 percent based on the following factors: 1). Performance as measured in the employee’s annual performance evaluation; 2). Attainment of goals identified as part of the evaluation process that support the City’s strategic plan, City Council strategic priorities and/or department goals approved by the City Manager’s Office; and 3). The employee’s current salary within the position’s range. Directors/officers whose salaries are in the first quartile of the range shall be eligible for up to a 5 percent merit increase; those whose salary are in the second quartile shall be eligible for up to a 4 percent merit increase. Directors/officers whose salaries are in the third quartile shall be eligible for up to a 3 percent merit increase, while directors/officers whose salaries are in the fourth quartile shall be eligible for up to a 2 percent merit increase. The city manager may award an additional 1 percent merit increase to directors/officers who meet all of the following criteria: 1). They receive an aggregate performance appraisal rating of 4.2 or higher on a 5-point scale; 2). They attain all short-term goals and make higher-than-expected progress on long-term goals identified in their performance evaluation. Aggregate merit increases shall be subject to a 5 percent maximum per employee per year. City manager approval is required prior to merit salary adjustments. The merit increase program is subject to the availability of funding in each fiscal year budget and shall be suspended in years when nonunion employees are not eligible for step increases.

#### **Vacation**

Department directors/officers shall receive 4 weeks (160 hours) of vacation upon hire. An employee advanced vacation at hire will not progress on the vacation schedule until attaining the requisite years of service to advance to the next increment. At the discretion of the city manager, any director/officer shall be allowed to carryover vacation.



### **Sick Leave**

The city manager shall be allowed to negotiate a beginning balance of sick leave for directors/officers. The sick leave accrual at hire shall not be more than thirty (30) days.

### **Deferred Compensation**

Department directors/officers shall receive deferred compensation payments. The City Manager shall have the authority to negotiate deferred compensation payments up to \$5,000 annually for directors/officers. If the initial payment is less than \$5,000, the amount shall increase by \$1,000 each fiscal year until the maximum is reached. The assistant city manager shall receive \$15,000 in deferred compensation. The administrative services director shall receive \$10,000 in deferred compensation. The police chief and fire chief may receive different amounts depending on their participation in the MFPRSI.

### **Vehicle Program**

The police chief and fire chief shall be provided a city vehicle for his/her use. The assistant city manager, administrative services director, public works director, municipal utilities director, economic development director, parks and recreation director, and community development director shall receive a car allowance of \$400 per month. All other directors/officers shall be eligible to receive mileage reimbursement in accordance with city policy.

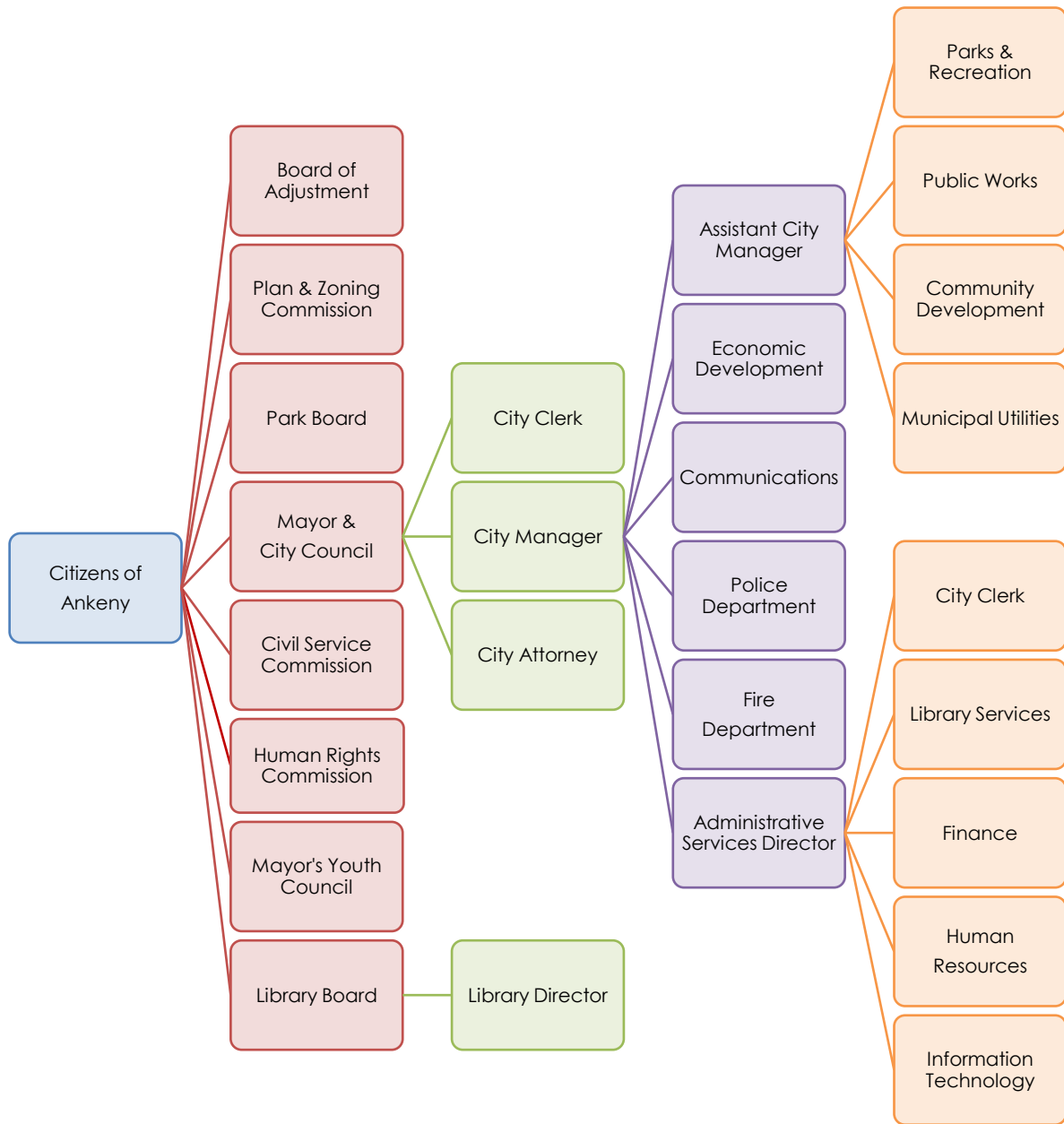
### **Severance Pay**

In the event the Employer wishes to terminate the Employee without just cause, the Employer may do so by giving the Employee thirty (30) days' notice in writing prior to the termination date. The Employee, if requested by the Employer, shall continue to render the Employee's services and shall be paid Employee's regular compensation up to the date of termination. The Employer agrees to pay the Employee three (3) months' salary, benefits and deferred compensation, in addition to whatever accrued benefits the Employee may have. The Employee agrees to accept said severance pay as full settlement of any and all damages or claims the Employee might have against the Employer as a result of the termination. The position of assistant city manager shall be paid six (6) months' salary, benefits and deferred compensation, in addition to whatever accrued benefits the Employee may have.

### **Voluntary Resignation**

In the event the Employee voluntarily resigns with the Employer, the Employee shall give the Employer thirty (30) days advance notice, unless the parties agree otherwise.

## City of Ankeny Organizational Chart





*city of*  
**Ankeny**

*bringing it all together*

# Employee Handbook

*July 1, 2025*

Human Resources

## Welcome Letter

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Dear Employees:

The most important resource to the City of Ankeny is its employees!

The city has prepared this handbook to help you understand the city's policies and procedures. It also explains some of the benefits that you receive as an employee. For a more detailed explanation please refer to our various benefits handbooks that will be made available to you.

From time to time the city will make changes in the policies and procedures set forth in this handbook. We reserve the right to do this. Please read this manual carefully. Should you have any questions concerning this handbook, please direct them to your immediate supervisor or Human Resources.



A handwritten signature in blue ink that reads "Mike Schrock".

Mike Schrock  
Interim City Manager

## Mission & Vision Statements

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### Mission Statement

The mission of the City of Ankeny is to provide customer-focused, high-quality services and sound fiscal management. By advocating for and engaging our community, we enhance quality of life and protect the community's interests.

### Vision Statement

Ankeny is a multi-generational hometown with an independent community spirit. Residents enjoy a safe community, an active lifestyle, thriving businesses and easy connectivity to the region.

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# Introduction

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## **1.1 Purpose**

The contents of this employee handbook are presented as a matter of information only. It is not a contract, express or implied. While the City of Ankeny believes wholeheartedly in the plans, policies, and procedures described here, they are not conditions of employment. The City reserves the right to delete from, add to and/or revise the employee handbook at any time without notice to the employee. Although the hope that your employment relationship with us will be long term, your employment is at will, meaning either you or the City of Ankeny may terminate this relationship at any time, for any reason, with or without notice, subject to the provisions of the Iowa Code, Chapter 400.

## **1.2 Who is covered by this handbook?**

This employee handbook applies to all regular full-time and part-time employees as well as seasonal/temporary employees who work for the City of Ankeny. The City of Ankeny will mention from time to time, when a policy or practice may be the same or slightly different for employees who are working under contract terms, or employees working under a collective bargaining agreement. Whenever the policies, terms, conditions or language of this handbook are in conflict with those of a collective bargaining agreement or any other employment contract, the policies, terms, conditions and language of the collective bargaining agreement or employment contract supersede those of the handbook.

## **1.3 Civil Service**

The Iowa Code identifies certain positions as civil service positions and the provisions of section 400.6 govern these positions. All full-time police officers, fire fighters, and appointive full-time employees are covered under Chapter 400 Civil Service. By definition of the section 400.6 of the Iowa Code, the following are not civil service positions in the City of Ankeny:

- The Mayor, City Council, persons appointed to fill vacancies, elective offices, members of Boards and Commissions, and clerk to the Civil Service Commission.
- The City Clerk, Deputy City Clerk, City Attorney, City Treasurer, City Engineer, and other professional city engineers licensed in this state.
- The City Manager and Assistant City Managers.
- The Chief of Police and the Fire Chief.
- The head and principal assistant of each department and the head of each division.
- The principal secretary to the City Manager and the principal secretary to each of the department heads.
- Employees of boards of trustees or commissions established pursuant to state law or city ordinances.
- Employees whose positions are funded by state or federal grants or other temporary revenues.
- All part-time or temporary/seasonal employees.

Seniority rights of employees shall be those set out in Chapter 400.12 of the Iowa Code.

## Definitions

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Listed below are the definitions of some common terms found in this handbook:

**Appeal** — An application for review of an alleged grievance submitted or instituted by employees to a higher authority.

**City** — The City of Ankeny

**City Employee** — A person who is employed by the city and is compensated by salary or hourly wages. Not included are elected officials, appointed members of boards, contractors, and employees of contractors.

**City Manager** — Is the chief administrative officer of the City of Ankeny, appointed by the Mayor and City Council, who is responsible for the day to day operations of the city. The City Manager ensures that city policies are properly administered, and is the appointing authority for the city.

**Civil Service Commission** — A three-member commission, appointed by the Mayor and approved by the City Council, to oversee that the provisions of the Code of Iowa, Chapter 400 are followed.

**Compensation** — The salary, wage, allowances and other forms of similar consideration earned by or paid to you for working in a position.

**Compensatory Time Off** — Time off from work instead of monetary pay for overtime worked.

**Demotions** — The movement of an employee to a job class having a lower maximum pay grade. A reclassification is not considered a demotion.

**Discharge** — The separation of an employee from city employment for cause.

**Discrimination** — A showing of bias or favoritism in treatment because of race, sex, age, color, ancestry, sexual orientation, , national origin, religion, physical handicap, etc.

**Eligibility List** — A list containing the names of individuals qualified for appointment to civil service positions.

**Exempt Classification** — A job not subject to the provisions of the Fair Labor Standards Act with respect to minimum wages and overtime. Management and professional classifications are considered exempt.

**Grievance** — A formal written complaint by a city employee through proper administrative channels alleging that their employment or productivity has been adversely affected by unfair treatment, unsafe or unhealthy working conditions, inaccurate application of Ankeny's policies or procedures, or unlawful discrimination.

**Harassment** - Verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, creed, sex, sexual orientation, genetic information, national origin, citizenship, age, disability, marital status, status as a covered veteran, or any other characteristic protected by law or that of his/her relatives, friends or associates, and that a) has the purpose or effect of creating an intimidating, hostile or offensive work environment; b) has the purpose or effect of unreasonably interfering with an individual's work performance; or c) otherwise adversely affects an individual's employment opportunities.

**Human Resources Director** — The individual designated to establish and administer on a daily basis the

city's personnel management procedures in accordance with policies established by the City Manager, Mayor, and Council.

**Leave** — An approved absence from work as provided for by personnel policies and the employee handbook.

**Outside Employment** — Employment of any kind engaged in by a city employee for which compensation is received from a source other than the City of Ankeny.

**Overtime** — Authorized time worked by an employee in excess of forty (40) hours per week as provided for in the Fair Labor Standards Act.

**Part-Time Employee** — An employee who is regularly scheduled to work year-round, but less than 20 hours worked per week. This group of employees is not eligible for any benefits.

**Pay Plan** — The official pay schedule approved by the City Council. The plan assigns a rate of pay to each class, such as a pay range.

**Promotion** — Any movement of an employee from a position in one class to a position in another class having a higher pay grade. Reclassifications are not considered a promotion.

**Regular Full-Time Employee** — An employee who normally works a minimum of 40 hours per week. Anyone who is considered regular full-time is eligible to enroll and participate in the city's benefit programs.

**Regular Part-Time Employee** — An employee who is regularly scheduled to work year-round, with a minimum of 20 hours but less than 40 hours worked per week. Eligible for paid leave benefits on a prorated basis. May qualify for health insurance under the Affordable Care Act. This excludes temporary/seasonal employees. (Revised 1-1-98)

**Retirement** — The separation of an employee from the service of the city who is eligible for and receives benefits from a recognized retirement system.

**Seasonal/Temporary Employee** — An employee who may work full- or part-time during one or more seasons. May qualify for health insurance under the Affordable Care Act. This group of employees is not eligible for any other benefits.

**Sexual Harassment** — Unwelcome sexual advances, requests for sexual favors, and/or all other verbal or physical conduct of a sexual or otherwise offensive nature where (1) submission to such conduct is made either explicitly or implicitly a term or condition of employment, (2) submission to or rejection of such conduct by an individual is used as the basis of employment decisions affecting the individual, and/or (3) such conduct has the purpose or effect of unreasonably creating an intimidating, hostile, or offensive working environment.

**Termination** — The separation of an employee from the service of the city; including death, rejection, discharge, layoff, resignation or retirement. The termination date will be the last working day of the employee, unless otherwise determined by the City Manager.

**Transfer** — The movement of an employee from one position to another. This could be within the same job classification or in a different classification.

**Vacancy** — A position duly created and not abolished which is not currently occupied by an employee.

## Equal Employment Opportunity (EEO) and Affirmative Action

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The City of Ankeny is an equal opportunity employer and is committed to fair and equal treatment of all employees without regard to race, color, age, religion, sex, sexual orientation, , ancestry, national origin, or handicap that does not interfere with job performance with reasonable accommodation.

The City is committed to administer all personnel actions in compliance with federal and state regulations. The City refrains from using policies that discriminate in such matters as employment, promotion, demotion, transfer, compensation, benefits, training and education. The City's policies also prohibit sexual harassment of any kind. If any employee feels discriminated against or harassed, they should direct their problem either to their immediate supervisor or to human resources. All complaints will be investigated and resolved promptly. The confidence of the employees involved will be maintained to the extent possible.

The City will comply with all federal and state regulations regarding affirmative action.

## Compensation

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### 4.1 Pay Plan

The City seeks to balance the need to be prudent with public funds and the compensation needs of its employees. The city competes for a talented dedicated workforce in the same labor market as private sector employers. Accordingly, the City frequently assesses the labor market in order to determine the competitiveness of your pay plan. Most likely the City will not be the highest paying employer in the area. However, we do offer a competitive total compensation package and a work environment where you can feel good about your contribution to improving the community where you live.

Each job classification shall be assigned to the appropriate salary range. Newly appointed employees will normally start at the minimum rate of pay in the range. Generally, step increases in pay will occur at the beginning of each fiscal year.

### 4.2 Job Classification

The job classification plan shall consist of the various classification titles as approved by the City Council. The plan shall be administered by the City Manager to ensure that the job class specifications are accurate and current.

All employees are designated as either non-exempt or exempt under state and federal wage and hour laws. The following is intended to help employees understand employment classifications and the employee's employment status and benefit eligibility. These classifications do not guarantee employment for any specified period of time. The right to terminate the employment-at-will relationship at any time is retained by both the employee and the City of Ankeny.

Non-exempt employees – are employees whose work is covered by the Fair Labor Standards Act (FLSA). They are NOT exempt for the law's requirements concerning minimum wage and overtime.

Exempt employees – are generally managers or professional, administrative or technical staff who ARE exempt from the minimum wage and overtime provisions of the FLSA. Exempt employees hold jobs that meet the standards and criteria established under the FLSA by the US Department of Labor.

### 4.3 Pay Periods

Payday is every other Friday (bi-weekly). If payday falls on a holiday, you will be paid prior to the holiday. Your pay period will begin on Monday and end on the Sunday prior to the Friday pay date.

The city provides a variety of benefits to regular full-time employees. The city provides certain paid leave benefits on a prorated basis to regular part-time employees. These benefits are part of the total city compensation package. Brochures concerning benefits are available from the Human Resources Department.

#### **4.4 Payroll Deductions/Direct Deposit**

The City of Ankeny offers a wide variety of payroll deduction options to include:

- Deferred Compensation (457 Plan)
- Group Medical, Dental, Life and Long-term Disability Insurance
- Medical and Dependent Care Flexible Spending Accounts (125 Plan)
- Voluntary Life Insurance and other employer sponsored voluntary benefits
- Charitable Organizations (United Way, Iowa Shares)

The direct deposit of payroll checks is also provided and encouraged. All new employees are required to sign up for direct deposit. An employee may divide their check among three depositories and/or accounts for same day ACH deposit. Contact the Human Resources Department for additional information on direct deposit.

If, for some reason, an overpayment of wages occurs, employees will be given the option of paying back the amount overpaid in a lump sum, or they may elect to pay the overpayment back over a series of payrolls mutually agreed upon.

#### **4.5 Longevity Pay**

The city will contribute the following amounts to your salary for full-time employees depending on your years of service.

| <b>Longevity Schedule<br/>(Continuous Service)</b> | <b>Additional Per Year<br/>Amount</b> | <b>Total Yearly Amount</b> |
|----------------------------------------------------|---------------------------------------|----------------------------|
| after 5 years                                      | \$500                                 | \$500                      |
| after 10 years                                     | \$500                                 | \$1,000                    |
| after 15 years                                     | \$500                                 | \$1,500                    |
| after 20 years                                     | \$500                                 | \$2,000                    |
| after 25 years                                     | \$500                                 | \$2,500                    |

#### **4.6 Hours of Work**

All employees shall be scheduled to work on a regular work schedule and shall have a regular starting and quitting time. All full-time employees shall work a forty (40) hour workweek but schedules may be flexible or vary depending on the position. For some personnel a workweek may consist of a variety of work schedules such as 24 hour shifts in the fire department and 9 hour shifts in the police department. The workweek covers seven consecutive days beginning on Monday and ending on Sunday. The workday is

defined as the 24-hour period starting at 12:00 a.m. and ending at 11:59 p.m. Employees whose shift starts one day and ends the next will have the hours counted on the day the shift began.

You are expected to be at your work place in accordance with approved hours of work, holidays and leaves. All non-exempt employees must record their working time and nonworking time in the appropriate time keeping system. Employees may not punch other employees in/out without prior approval from a supervisor. The time keeping system rounds punches to the nearest quarter hour, therefore you should not punch in more than seven (7) minutes prior to your scheduled start time to prevent unauthorized overtime. Employees are expected to be engaged in carrying out their duties during all scheduled work time and should be ready to begin working at their scheduled starting time.

**Lunch Hours:** Your supervisor will advise you of your assigned time as the city must maintain adequate work coverage. Each employee shall be allowed an unpaid lunch period when working eight (8) hours or more per day, which shall generally be scheduled in the middle of the work shift. Lunch periods shall be scheduled by the department supervisor, who will consider department needs and regulations. Such periods will not be more than one (1) hour nor less than thirty (30) minutes.

**Work Breaks:** Each employee may take a 15-minute rest break for every four hours worked. The direct supervisor is responsible for determining when and where employees take rest breaks.

Rest break time does not accrue; if unused it is lost. You may not save your break times to extend a lunch period or leave work early.

#### **4.7 Overtime & Compensatory Time**

All employees are expected to work overtime when necessary. If you are a non-exempt employee and work in excess of forty hours in any workweek, you will be paid either cash or compensatory time at a rate of time and one-half. Employees engaged in fire protection or law enforcement may have different work periods and their overtime shall be compensated in accordance with Section 7(k) of the Fair Labor Standards Act.

Full-time employees who are required to work on a Sunday that is outside of the regular Monday-Friday work schedule, will be paid either cash or compensatory time at the rate of double-time.

For purposes of computing overtime hours, all hours for which the employee actually works, as well as all approved paid leave, including sick leave, shall be considered as hours worked.

Fire fighters and police officers covered under the collective bargaining agreements are excluded from earning compensatory time.

If you elect compensatory time, you will be allowed to be compensated with comp time up to a maximum of eighty (80) hours per fiscal year. All accumulated compensatory time not taken by the end of the fiscal year will be paid. Compensatory time may be used in increments of one-quarter hour and will be scheduled mutually by the Employer and the Employee.

If you are a non-exempt employee and get promoted to an exempt position, your accrued compensatory time will be paid out at your current rate of pay prior to the promotion.

Exempt employees are eligible to receive administrative time for excess hours worked. The intent of administrative time is not to provide hour for hour time off, but rather to allow management the flexibility to recognize employees who work extra time to provide services.

#### **4.8 Standby Pay**

Standby pay only applies to eligible employees working in the Municipal Utilities department. An employee designated to be in standby status is responsible for keeping the Employer aware of their whereabouts and shall be accessible by telephone. The Employer may establish reasonable reporting time and procedures for implementation of this section. An employee in standby status shall receive \$10 per day for each day on standby.

### **Leave Benefits: with and without pay**

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#### **5.1 Paid Holidays**

The following days shall be recognized and observed by regular full-time and regular part-time employees as paid holidays:

- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- The Friday following Thanksgiving
- One additional day either before or after Christmas Day (see below)
- Christmas Day

Employees shall be eligible for holiday pay provided they work the last scheduled working day before and the next scheduled working day following the holiday, or provided they are on approved leave (either paid or unpaid) for those same days. In approving leave around a holiday, directors/division heads must ensure adequate personnel are on-duty to conduct departmental business.

If the holiday falls on a Saturday, the Friday before the holiday will be observed, and if the holiday falls on a Sunday, the Monday after the holiday will be observed. When Christmas falls on Tuesday, Wednesday, Friday, or Saturday, in addition to the legal holiday observance, the preceding workday shall also be observed as a holiday. When Christmas falls on Sunday, Monday, or Thursday, in addition to the legal holiday observance, the following workday shall also be observed as a holiday.

Non-exempt employees who are required to work on any of the holidays listed above, shall be paid double time for all hours worked on the holiday, or compensatory time off at the rate of two (2) hours for each hour worked, in addition to the regular holiday pay.

If you are on a paid leave of absence, and the holiday occurs during your leave, the holiday will not be counted as part of that leave of absence.

Fire department personnel working 24-hour shifts will not receive paid holidays, but will be expected to work all official holidays that fall upon their regular shift day unless authorized in advance to use other paid leave time on that day. If an Employee's regular work schedule includes a holiday, they shall be paid



time and one-half (1 ½) for each hour worked on the holiday. If an Employee volunteers or is required to work a holiday that is not a part of their regular work shift, they shall receive double time (2) in lieu of time and one-half (1 ½). The holiday work rate of pay shall start at the beginning of the shift on the day of the actual holiday and continue for 24 hours until the end of the shift on the next day. The one additional day at Christmas will be designated as Christmas Eve Day. The actual calendar day the holiday falls will be the recognized day to receive the premium pay. This also applies to part-time paid on call firefighters who work on a holiday.

## **5.2 Paid Vacation Leave**

All regular full-time employees are granted vacation based on the following schedule\*:

| <b>Length of Continuous Service</b> | <b>Accrual</b>     |
|-------------------------------------|--------------------|
| 0-4 years                           | 80 hours per year  |
| 5-9 years                           | 120 hours per year |
| 10-14 years                         | 160 hours per year |
| 15-24 years                         | 200 hours per year |
| 25+ years                           | 240 hours per year |

\* Vacation schedules for employees covered by union contracts are found therein.

Vacation time is earned and available for use on the first day of employment.

Regular part-time employees are granted vacation that is prorated on the basis of their regularly scheduled hours within the two-week (80 hours) pay period. For example, a part-time employee that is regularly scheduled to work 40 hours within the two-week pay period would receive 50% of the leave benefit provided to a comparable full-time employee; 60 hours 75%, 64 hours 80% and so on. (Approved July 1, 2001)

Fire department personnel working a 24-hour shift will accrue vacation at the rate of 1.4 times the hours accrued for personnel working an 8-hour shift. Police department personnel working a 9-hour shift will accrue vacation at the rate of 45 hours per week instead of 40 hours per week. You will not accrue additional vacation until you have completed twelve (12) consecutive calendar months of service.

Your immediate supervisor needs to approve all vacation leaves in advance. All employees should take a minimum of one week of their accumulated vacation as a full week. All remaining accumulated vacation may be used in one (1) hour increments, unless prior approval is granted for a smaller amount.

If one of the paid holidays occurs during your vacation, the holiday will not be counted as part of your vacation time.

An Employee will automatically carry-over any remaining vacation up to the annual accrual as long as the balance does not exceed two times the annual accrual. For example, if you earn 80 hours of vacation and don't use it, you may carry-over the 80 hours and earn your new 80 hours for a balance of two times your annual accrual. The city does not make cash payments in lieu of not taking a paid vacation, unless you are under a specific contract or agreement that would allow this. One exception to this rule is that if you have declared a bona fide retirement date, after your last annual vacation accrual you may choose a one-time cash payout of your accrued vacation leave prior to your retirement date.

An Employee, who is laid off, discharged, resigns, or separates from the service of the Employer or dies, shall be compensated in cash for unused vacation they have earned at the time of such layoff, discharge, resignation, separation or death provided they have successfully completed their probationary period and have given a minimum of two weeks written notice.

An employee who has completed at least 20 years of service with the City of Ankeny or who is taking a bona fide retirement from IPERS or MFPRSI shall be compensated for their unused vacation balance by placing this payout amount into a Retirement Health Savings Plan (RHS Plan) to be used for post-retiree health care expenses and/or premiums.

Accrued vacation time may not be used to satisfy the two week minimum termination notice requirement, unless waived under special circumstances by the City Manager. All unused vacation will be paid in lump sum on the employee's last paycheck. An employee's termination date will be their last working day.

Under certain circumstances, the City Manager may approve an exception to the above policy. The department director may request approval for the use of the employee's unused vacation to extend the termination date of the employee beyond their last working day so long as all of the following conditions are met:

- The extended period is for no more than two weeks
- While the employee is "on vacation" they may not accrue any additional vacation time by passing their anniversary date
- Extending the termination date does not cost an additional full month of insurance coverage to the City

### **5.3 Paid Personal Leave**

The city provides paid personal leave to regular full-time and regular part-time employees. Personal time is earned and available for use on the first day of employment.

Each year on July 1, each regular full-time employee shall receive 32 hours of personal leave. Eligible Employees hired between July 1 and October 1 shall receive 32 hours of personal leave. Eligible Employees hired after October 1 but prior to January 1 shall receive 24 hours of personal leave. Eligible Employees hired after January 1 but prior to April 1 shall receive 16 hours of personal leave. This personal leave must be used on or before June 30th of the following year. Regular part-time employees will receive a prorated amount on the basis of their regularly scheduled hours within the two-week (80 hours) pay period. Certain groups of employees may receive a differing amount of personal leave based on a contract or agreement.

Fire department personnel working a 24-hour shift shall receive 96 hours of personal leave. Police department personnel working a 9-hour shift shall receive 36 hours of personal leave. Personal leave does not accumulate from one year to the next.

Personal leave may be taken in one-hour increments, unless prior approval is granted.

Your immediate supervisor needs to approve personal leave requests.

Personal leave is not paid out at time of separation. You must use it prior to your last working day or you lose it.

## **5.4 Paid Sick Leave**

As a regular full-time employee, you will accrue sick leave on the first pay period of each month at the rate of 8 hours per month after the first 30 days of employment. Total accumulation cannot exceed 1,600 hours. Regular part-time employees will receive a prorated amount on the basis of their regularly scheduled hours within the two-week (80 hours) pay period. Fire department personnel who work a 24-hour shift will accrue sick leave at the rate of 1.4 times the hours accrued for personnel working an 8-hour shift.

Sick leave is to be used in cases of personal illness, pregnancy, childbirth, personal injury, or related medical conditions. Examinations and consultations with physicians and other health care providers, including the City of Ankeny's Employee Assistance Program may also qualify for sick leave usage. You may take sick leave in increments of 1/4 hour. You shall notify your immediate supervisor prior to your regular scheduled reporting time if you are going to be absent. Your supervisor may require a doctor's excuse if there is reason to believe an abuse of sick leave is occurring or if you are absent for more than three consecutive days. False or fraudulent use of sick leave shall be cause for disciplinary action and may result in dismissal. If you are sick on a holiday or while on scheduled vacation or personal time, that time will not be charged as sick leave used.

You can use up to 40 hours per calendar year to care for the health or medical needs of immediate family. Fire personnel working 24-hour shifts can use up to 72 hours per calendar year. In the event of a catastrophic illness or injury, where the immediate family member's life is at risk, an additional 80 hours of sick leave may be granted by the City Manager. For purposes of sick leave usage, immediate family is defined as spouse, child, step-child, parent or step-parent.

Regular full-time and part-time employees who have an illness or injury off the job may request a temporary modified work assignment. Please notify your supervisor and Human Resources to discuss if light-duty work is available. Temporary modified work is always dependent upon individual circumstances.

Upon an employee's separation of service in good standing, an employee who has completed at least 20 years of service with the City or who is taking a bona fide retirement from IPERS or MFPRSI shall be paid 25% of their sick leave balance, up to a maximum of 400 hours. This compensation shall be placed into a Retirement Health Savings Plan (RHS Plan) to be used for post-retiree health care expenses and/or premiums. There shall be no payout of any sick leave balance for employees who involuntarily terminate or resign in lieu of termination.

## **5.5 Parental Leave Policy**

The City will provide up to four (4) calendar weeks of paid parental leave to full-time or benefit's-eligible regular part-time employees following the birth of an employee's child or the legal placement of a child with an employee in connection with adoption or foster-to-adopt care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or newly adopted or newly placed foster-to-adopt child. Time away from work under the paid parental leave program will run concurrently with all federal and state protected leave and accommodations including Family and Medical Leave (FMLA), as applicable.

Approved paid parental leave must be taken during the three (3) month period immediately following the birth, legal adoption, or placement of a child with the employee. Paid parental leave may not be used or extended beyond this time frame, nor are employees entitled to a payout of unused paid parental leave.

Employees must take paid parental leave in one continuous period of leave or intermittently with supervisor's approval and must use paid parental leave during the three (3) month time frame indicated above. Paid Parental Leave must be taken in one week increments and will be paid based on the employee's regular duty schedule at the straight-time hourly rate. For the purposes of this policy, a calendar week is defined as seven consecutive days beginning the first day of leave. [Parental Leave Policy](#)

## **5.6 Donated Leave Policy**

The City of Ankeny recognizes that an employee or immediate family member may suffer from a catastrophic illness or injury resulting in circumstances where the employee lacks sufficient paid leave time to care for themselves or a family member. The City will allow employees an opportunity to donate accumulated leave to an employee who has exhausted all forms of paid leave for which the employee was eligible. This policy is strictly voluntary and for the sole purpose to assist employees who have a personal or family catastrophic illness or injury. An employee may not directly or indirectly intimidate, threaten, or coerce any other employee or interfere with any right that employee may have with respect to donating, receiving, or using available leave. Such acts of coercion will be the basis for taking disciplinary actions. The City Manager has the authority to grant exceptions to this policy by modifying or waiving any provision pertaining to eligibility or procedure. This will only be given consideration upon a joint recommendation by the appropriate department director and Human Resources Director. [Donated Leave Policy](#)

## **5.7 Paid Injury Leave**

All employees can receive paid injury leave when they incur an injury or occupational disease that occurred while performing work duties. During the leave, the city pays you your full wage or salary less any amounts paid to you by worker's compensation insurance for lost time. The waiting period of three days will be compensated to employee and charged to accrued sick leave. The portion compensated by the city shall be calculated and charged to accrued sick leave. Temporary employees incurring an injury will be paid to the end of their shift that day.

If you should be injured on the job, notify your supervisor immediately, then you and your supervisor must contact Company Nurse at 1-888-770-0928 to report the injury and receive treatment information. Your supervisor will complete the Employer Investigation Report and submit that to Human Resources. Job-related injuries are covered under the provisions of Worker's Compensation. Please refer to this document for [questions related to worker's compensation](#).

The City has a designated clinic as its worker's compensation authorized treating clinic as provided by law under Iowa Code Chapter 85.39. Employees with a work-related illness or injury will be required to have their initial evaluation with this clinic. If appropriate, and with prior approval from the work comp carrier, the designated clinic may make referrals to other specialists.

If an employee decides to go to another provider without the referral from the authorized treating clinic, the employee will be responsible for all expenses related to those visits. No workers' compensation benefits may be claimed unless seen by the authorized treating clinic.

It is the policy of the City of Ankeny to provide temporary modified work, if available at the earliest possible date following an injury or illness, for employees who are unable to return to their regular job classifications. This policy is to complement the procedures applicable to employees eligible for reasonable accommodation or covered under the Americans with Disabilities Act (ADA) or leave benefits under the Family and Medical Leave Act (FMLA). [Return to Work Policy](#)

Employees covered by the Municipal Fire and Police Retirement System (MFPRSI) are exempt from workers' compensation benefits. The above procedures still apply to this group of employees; however, the City will pay the regular wages of the employee who is injured on the job and unable to work due to a temporary disability. Permanent disabilities are paid by the MFPRSI under Chapter 411 of the Iowa Code.

## **5.8 Military Leave**

The City is committed to protecting the job rights of employees absent on military leave. In accordance with federal and state law, it is the City's policy that no employee or prospective employee will be subjected to any form of discrimination on the basis of that person's membership in or obligation to perform service for any of the uniformed services of the United States.

All employees who are members of a reserve force of the United States or of the state shall be granted a leave of absence when ordered to attend a training program or perform other duties under the supervision of the United States or this state. Any employee, other than employees employed temporarily for six months or less, who enters into active service in the Armed Forces of the United States while in the service of the City of Ankeny shall be granted a leave of absence for the period of military service without loss of status or efficiency rating, and without loss of pay for the first thirty days of such leave of absence.

[Iowa Code Chapter 29A](#)

The leave of absence shall be with pay during the period of such activity and shall not exceed thirty days of military leave per calendar year. A day is defined as a normally scheduled working day for an employee. The City will not count non-working days as a part of the thirty day maximum. For example, if an employee is ordered to participate in annual training for fourteen consecutive days and if during those days the employee would normally be required to work for ten days, then ten days of military leave would be required. If the employee's work shift crosses two calendar days, only one day shall count toward the 30 paid day maximum. However, where the employee's military duty is for a period of thirty (30) days or more, military leave is required for all days that the employee is performing military service.

Multiple or consecutive, short-term military duty assignments (30 days or less) without calendar breaks or with calendar breaks that do not reasonably permit the employee in the interim to return to City duty or be available for City duty shall be considered as a single, uninterrupted period of military leave of absence.

Military leave that exceeds the 30-day per calendar year allotment may be taken with pay if the employee chooses to use vacation, personal, PTO, and/or compensatory time or without pay at the request of the employee. Employees on active military duty will not forfeit any pay or benefits during the first 30 calendar days of military leave each calendar year. Seniority will continue to accrue during periods of military leave whether paid or unpaid. Employees will be eligible for any pay adjustments that would have occurred if they had not been on leave.

Employees whose military service exceeds the 30-calendar day period may elect to continue their health care coverage with the City by paying the employee portion of the premium for up to 24 months or for the period of military leave, whichever period is shorter. (USERRA provisions) The City's paid life insurance coverage and paid long-term disability insurance will end after the 30 days but be immediately reinstated upon an employee's return to regular duty.

During periods of unpaid leave, the employee's vacation, personal and sick leave balances will be frozen, and will be available upon return to regular duty. However, employees will continue to accrue years of

service credits for purposes of future vacation accruals upon return to active employment. Should the employee elect not to return to employment following a military leave of absence, accrued vacation and comp time will be paid at the rate of pay in effect at the time the employee was last in paid status.

When returning from military leave, you may also be eligible for service credit and contributions to cover your active duty military leave with your retirement plan. Please contact IPERS or MFPRSI for more information.

Copies of your orders are required to be given to your department director or designee at least ten working days prior to reporting for duty whenever possible. If the military orders require reporting to duty sooner than ten working days' notice, the employee will provide a copy of the orders as soon as they are received by the employee.

An employee engaged in military service must report back to work under the following conditions:  
[USERRA](#)

- If service is less than 30 days, the employee must report back to work on the first full regularly scheduled shift following completion of service, after allowance for safe travel home from the military duty location and an 8-hour rest period.
- If service is more than 30 days but less than 180 days, the employee must report back to work no later than 14 days following the completion of service.
- If service is over 180 days, the employee must report back to work no later than 90 days following completion of service.

## **5.9 Family Death Leave**

If you are a regular full-time or regular part-time employee and there is a death in your immediate family defined as spouse, child, parent, step-parent, step-child, father-in-law or mother-in-law, you may take up to five working days off without loss of pay. Fire personnel working 24-hour shifts may take two shifts off without loss of pay for immediate family. For other family members defined as brother, step/half-brother, brother-in-law, sister, step/half-sister, sister-in-law, daughter-in-law, son-in-law, grandchild, step-grandchild, grandparent or grandparent of a spouse, you may take up to three working days off without loss of pay. Fire personnel working 24-hour shifts may take one shift off without loss of pay for other family members. This provision also includes leave for miscarriages and stillbirths.

## **5.10 Jury Duty**

If regular full-time or regular part-time employees are called to jury duty, upon providing proof of such duty, the city will continue to pay your wage or salary. In addition, the employee is allowed to keep any compensation received from the court system for their jury duty. If you are released and there are two or more hours left in your normal workday, you will need to return to work.

## **5.11 Voting Leave**

All city employees are entitled to vote in an election. However, if you do not have three consecutive hours of non-work time in the period between the opening and closing of the polls, you are entitled to limited paid time off to go vote. Notice must be given to the employee's supervisor prior to taking leave.

## **5.12 Unpaid Leave**

Regular full-time and regular part-time employees may ask their department director for leave without

pay after six months of service with the City of Ankeny, after using all paid leave available. The request shall be submitted in writing indicating the reason and length of time of absence. The request shall be submitted no later than ten (10) days prior to the date of the anticipated absence whenever possible. The Human Resources Director along with the department director shall grant or deny the leave taking into consideration the division's work units, work load and the employee's request. Unpaid leave prior to six months of employment will be determined on a case by case basis by the department director and the Human Resources Director. Generally, any unpaid leave of absence shall not exceed ninety days in duration unless an extension is approved by the City Manager. Except for FMLA granted leave, benefits including vacation leave, sick leave, holidays or other forms of indirect compensation will not accrue. The employee may continue to be covered by group medical, dental, vision and life insurance but will be responsible for paying one hundred percent (100%) of the premium costs under COBRA provisions.

### **5.13 Family & Medical Leave Act of 1993**

In accordance with the Family and Medical Leave Act of 1993 it is the policy of the city to grant up to 12 workweeks of family and medical leave during a 12-month period to eligible employees. Medical leave necessitated by pregnancy shall be allowed to eligible employees pursuant to the provisions of federal and state law.

To be eligible for Family and Medical Leave, the employee must:

- have been employed by the city for at least 12 months, and
- have been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave.

The employee must submit a Request for Family/Medical Leave and be taking the leave for one or more of the following reasons:

- the birth of the employee's child and in order to care for that child.
- the placement of a child with the employee for adoption or foster care and to care for the newly placed child.
- to care for a spouse, child, or parent with a serious health condition;
- for the employee's own serious health condition that makes the employee unable to perform the functions of their position.
- Qualifying exigency leave for families of members of the Armed Forces when the covered military member is on active duty or called to active duty in support of a contingency operation to a foreign country or international waters. This includes the employee's spouse, son, daughter, or parent.
- Military caregiver leave (also known as covered servicemember leave) to care for an ill or injured servicemember.

The leave may be paid, unpaid, or a combination of paid and unpaid depending on the circumstances as specified:

- Birth of child - An employee taking leave for the birth of a child must use paid sick leave if available for physical recovery following childbirth (typically six weeks). A doctor's note will be required for the period of physical recovery. The employee must then use all other paid leave, and then will be eligible for unpaid leave for the remainder of the 12 weeks.
- Care for newborn child after birth, adoption, or foster care - An employee taking leave to care for a



child after birth, adoption, or foster care may use up to 40 hours of sick leave if available (in accordance with the Employee Handbook 5.4) and then all other paid leave prior to being eligible for unpaid leave.

- Serious health condition - An employee who is taking leave because of the employee's own serious health condition or the serious health condition of a spouse, child, or parent must first use sick leave (in accordance with the Employee Handbook 5.4) then all other paid leave prior to being eligible for unpaid leave.
- Other authorized leave - If the employee has accrued paid leave the employee must use paid leave first and take the remainder of the twelve weeks as unpaid leave.

For leaves taken because of the employee's or a covered family member's serious health condition, the employee may be required to submit a completed "Physician or Practitioner Certification" form and return the certification to the Human Resources Department. [Family Medical Leave Act Policy](#)

#### **5.14 Pregnancy Leave and Accommodation**

Employees not eligible for FMLA leave who are temporarily disabled because of pregnancy or related medical conditions are entitled to unpaid leave for the period of temporary disability or for 8 weeks, whichever is less.

The Pregnant Workers Fairness Act 2023 requires the City to provide a reasonable accommodation to an employee's known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation would cause an undue hardship. Therefore, please notify your supervisor and Human Resources if you need an accommodation to continue working during your pregnancy.

#### **5.15 Lactation**

The City of Ankeny will provide reasonable break time for an employee to express breast milk for a nursing child for 1 year after the child's birth. The City will provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public, which may be used by an employee to express breast milk. The frequency of breaks needed to express milk as well as the duration of each break will likely vary, and the employee must communicate with their supervisor regarding the timing of breaks.

## **Employee Benefits**

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### **6.1 Insurance**

The group insurance program the city provides for regular full-time employees and their families is one of the most attractive programs available. The program is constantly being reviewed to provide a cost-effective foundation upon which you can build the security and well-being required for you and your family. The following is a brief outline of the coverage provided:

- Medical
- Dental
- Life Insurance
- Long-term Disability Insurance
- Voluntary Life Insurance
- Voluntary Vision Discount Program

- Other voluntary insurance products

Please contact the Human Resources Department for more information on insurance.

## **6.2 COBRA**

By law the city must offer continuation of health coverage to employees and dependents under certain termination-of-employment situations.

Please contact the Human Resources Department for a summary of your rights and obligations under the law.

Employees who wish to retire before attaining 65 years of age shall be allowed to continue participation in the City's health plan under the group contract at the employee's own expense until the employee attains age 65, or becomes eligible for Medicare. Iowa Code Section 509A.13

## **6.3 Fitness Reimbursement**

To encourage the physical wellness of our employees the City offers up to \$216 per fiscal year fitness reimbursement to all full-time and regular part-time employees for wellness activities. This amount may differ for employees covered by a collective bargaining agreement. Please contact the Human Resources Department for more information on this reimbursement.

## **6.4 Flexible Spending Account**

Regular full-time and regular part-time employees (who qualify for health insurance under the Affordable Care Act) are eligible to participate in the City's Section 125 Flexible Benefit Cafeteria Plan. As a part of the City's Section 125 plan, any premiums you pay for medical or dental insurance will be deducted from your paycheck on a pretax basis.

Eligible full-time employees may also contribute pretax dollars to a flexible spending account to pay medical costs not covered by insurance and/or dependent care expenses. The Human Resources Department will distribute more information prior to the beginning of each plan year.

## **6.5 Deferred Compensation Plan**

The City of Ankeny provides a deferred compensation plan for regular full-time and regular part-time employees. Employees may defer, or set aside, a portion of their paycheck and delay paying federal and state taxes on that amount, usually until they retire. Details on the plan and other various investment options are available from the Human Resources Department.

## **6.6 Retirement**

The retirement system for all regular full-time, part-time, and certain seasonal/temporary employees (except full-time police officers and fire fighters) is the Iowa Public Employees' Retirement System (IPERS). For full-time police officers and fire fighters the retirement system is the Municipal Fire and Police Retirement System of Iowa (MFPRSI). Detailed information about both systems is available from the Human Resources Department.

Employees are expected to give as much notice as possible to the department director or human resources director of their intent to retire. Such notice shall be in writing. Applications for retirement benefits should be made directly with IPERS or MFPRSI.

## **6.7 Employee Assistance Program**

With the hectic pace of our daily lives, we encounter a variety of problems at home, work or other life areas. It is not uncommon to experience marital, emotional, legal, alcohol/drug, financial, family or a wide variety of other problems. Generally, we are able to deal on our own with the stressors of everyday living; however, in some situations outside help may be welcome. Regardless of the type of problems, help is available through the Employee Assistance Program (EAP).

EAP's service is offered as a benefit to all employees and family members within our organization. Initial counseling and referral services are confidential and at no cost. Counselors are available 24-hours a day, 7-days a week. If problems do arise, the employee assistance program can help. If you need it, please use it. Refer to your benefits booklet for contact information.

## **6.8 Length of Service Award**

The City appreciates and recognizes the importance of your continuing service with the city. All regular full-time and part-time employees will be presented a Service Award commemorating your service after your 5th, 10th, 15th, 20th, 25th and 30th years of employment with the city.

## **6.9 Employee Training**

The City of Ankeny encourages its employees to attend conferences, seminars and training sessions of benefit to the employee in enhancing job performance, skills and knowledge. A request for approval to attend conferences, seminars or training sessions must be submitted on the proper forms and signed by the department director. For a detailed description of policies and procedures on employee training and travel, refer to the [Travel and Training Policy](#).

## **6.10 Tuition Reimbursement**

The City of Ankeny encourages regular full-time employees to improve their knowledge, abilities and skills. Tuition reimbursement shall be limited to \$1,200 per fiscal year, for courses which directly relate to the employee's current position or which are a part of a program leading to an associate degree, a bachelor's degree or a graduate degree in a field which is related to the employee's current position or a position which the employee may have a reasonable expectation of being promoted to while employed with the City. In order to be eligible for tuition reimbursement each employee is subject to the following requirements:

- The employee must be a non-probationary full-time employee.
- The employee must submit the "Application for Course Approval and Tuition Reimbursement" form, before enrolling, to the department director and City Manager for approval.
- The course shall directly relate to the employee's current position or position in which the employee would have a reasonable expectation of being promoted to; or any course, including outside-the-major electives, required for a degree or certificate in a field either directly related to the employee's current duties or a field in which the employee would have a reasonable expectation of being promoted to while employed by the City.
- The employee must submit a statement of the tuition charges and proof of payment that the employee paid for the tuition or is going to pay back through a student loan. Tuition that is paid from other sources, therefore not an expense to the employee, are not eligible for reimbursement.
- The employee must submit course completion with a grade of a C or better. When an institution

provides a course on a pass/fail option only, the City will honor a “pass” grade.

- Courses are to be completed during non-working hours unless prior approval is given by the department director and the City Manager.
- The employee must attend a college, university, trade school, business school or other institution which meets the requirements of an accrediting association recognized by the U.S. Department of Education.
- The employee must agree to remain employed by the City for an additional one (1) year after the course has been completed, or shall refund tuition payments to the City on a prorated basis for the months not worked.

## **Employee Policies**

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### **7.1 Job Vacancy & Recruitment**

The City of Ankeny recruits the most qualified persons regardless of race, sex, sexual orientation, color, religion, age, ancestry, national origin or handicap (provided such handicap does not interfere with job performance with reasonable accommodations). The City will not hire relatives of regular full-time or part-time employees when employment would result in an employee being in a position supervised by a relative. A more detailed description of the policy on hiring of relatives is found in paragraph 7.13 Hiring of Relatives.

The Human Resources Director, in consultation with the City Manager, and department directors, determines whether each job classification is an open or promotional vacancy. Typically, promotional job classifications are those in which employees in a lower classification would gain the experience to qualify. Vacancies in civil service promotional grades are filled primarily by a promotion or transfer of a qualified civil service employee. Vacancies in civil service open positions eventually are filled by qualified persons either within or outside city employment.

### **7.2 Job Posting**

The City of Ankeny, in its employment efforts, will post a job announcement on the public bulletin board; on the city website; and online with job boards and trade and professional websites if applicable. The recruitment of civil service positions will follow the Code of Iowa section 400.

### **7.3 Background and Reference Checks**

To ensure that individuals who join the City of Ankeny are well qualified and to ensure that the City of Ankeny maintains a safe and productive work environment, it is the City’s policy to conduct pre-employment background checks on all applicants who accept an offer of employment. Background checks may include verification of any information on the applicant’s resume or application form, a criminal history background check, a check of any relevant abuse registries, a check of the applicant’s driving record, and any other check deemed to be relevant by the City. All offers of employment are conditioned on a receipt of a background check report that is acceptable to the City of Ankeny. All background checks are conducted in conformity with the Federal Fair Credit Reporting Act, The Americans with Disabilities Act, and state and federal privacy and antidiscrimination laws. Reports are kept confidential and are only viewed by individuals involved in the hiring process.

If information obtained in the background check would lead the City of Ankeny to deny employment, a copy of the report will be provided to the applicant, and the applicant will have the opportunity to dispute

the report's accuracy. If the City's background check includes a criminal record check and the check indicates that the applicant has a criminal history, the applicant will be given the opportunity to provide information regarding their criminal history. A criminal conviction does not automatically bar an applicant from employment.

At any time during employment, additional checks, such as a driving record or credit report, may be made if appropriate and job related.

#### **7.4 Reasonable Accommodations**

The City of Ankeny will make reasonable accommodations for a disability unless the accommodations would impose an undue hardship on the employer. The disabled employee must be able to perform the essential function of the job with or without reasonable accommodations.

The feasibility of reasonable accommodations shall be determined on a case-by-case basis taking into consideration the employee's specific physical or mental impairment, the essential functions of the job, the work environment and the ability to provide accommodations. If requested, the employee is responsible for providing medical documentation regarding the disability and possible accommodation.

#### **7.5 Promotion**

Promotion is another process of selection for staffing and is concerned with filling positions from among persons already in the service. A promotion represents the advancement of an employee in terms of a higher paid job, with increased responsibilities, greater skill and advanced status or prestige. The promotion policy concerns itself with that aspect of developing a plan to ensure management that the best talent in the organization can render even greater service, and that employees are aware of the avenues open to them and the extent to which advancement will be governed by work performance. Promotion procedures will follow the Code of Iowa section 400.9.

Each newly promoted full-time employee shall be subject to the successful completion of a ninety (90) day probationary period. In the event the employee fails to complete the probationary period, they may return to the previously held classification and rate of pay if the opening still exists. Such failure to qualify during probation shall not be subject to appeal.

#### **7.6 Personnel Records**

The city keeps a separate, confidential file for each employee that includes the employment application, experience records, and other pertinent information. These files are used to provide information for payroll deductions, determine eligibility for benefit programs, pay increases, and other personnel related matters.

All information is kept confidential, with only authorized personnel having access to it.

You may review your file to examine the contents. You must do this in the Human Resources Department in the presence of the Human Resources Director in order to preserve the security of your information. You may not remove any item from the file, but may provide a written response to any document in your file. Written responses will be attached to the original document in the personnel file.

We would appreciate your help in keeping your records up to date. Please contact Human Resources if you have any change in the following:

- Name

- Address / phone number
- Marital status
- Beneficiaries
- Dependents
- Persons to be notified in the event of an emergency

Iowa law governs the access to City of Ankeny records and information. Please refer to Chapter 22 (Open Records) of the Iowa Code for guidance on this matter. Certain information from an employee personnel file may be subject to release under a public records request. In particular, the fact that an employee resigned in lieu of termination, was discharged, or was demoted as a result of disciplinary action may be disclosed.

## **7.7 Probationary Period**

Your first six months of employment are a time for both of us to get to know one another. If during the probationary period it is determined that you do not fulfill the requirements of your employment, you will be terminated.

If you have a break in service of more than two weeks, a regular employee's probationary period shall be extended by a period of time equal to the break in service.

Prior to the end of the probationary period, the supervisor shall complete a written performance evaluation for the employee. Continuance in the position after expiration of the probationary period shall constitute a regular appointment. However, completion of the probationary period does not alter the at-will status of the employment relationship.

**Exceptions:** All new police officers shall be subject to a nine-month probationary period following certification from the law enforcement academy. If a new employee has already been certified at the time of hire, their probationary period shall be nine months from date of hire. The probationary period for full-time Firefighter/Paramedic and Firefighter/EMT is one year.

## **7.8 Attendance**

Regular and consistent attendance is an essential job function for all employees. Employees must notify their supervisor by phone, text, or email whenever they are going to be absent from work. You need to notify your supervisor of all absences from the work schedule and these should be appropriately recorded. Any absence that is not requested and authorized may be grounds for disciplinary action up to and including termination.

Paid time off (vacation, personal, etc.) must be scheduled with the employee's supervisor in advance. Sick leave may be used in the case of emergency or sudden illness without prior scheduling. Patterns of absenteeism or tardiness may result in discipline even if the employee has not yet exhausted available paid time off. Absences due to illness or injuries that qualify under the Family and Medical Leave Act (FMLA) will not be counted against an employee's attendance record. Medical documentation within the guidelines of the FMLA may be required in these instances.

If any employee is absent because of an illness for more than three (3) or more consecutive days, their supervisor may request that the employee provide written documentation from the attending physician as to the reason for the absence and must advise Human Resources of the absence. The employee is

required to provide written documentation from a doctor stating they are able to resume normal work duties before the employee will be allowed to return to work. Employees are responsible for any charges made by their doctors for this documentation.

Not reporting to work or not calling to report the absence is a no-call/no-show and is a serious matter. The first instance of a no-call/no-show will result in a written warning. The second separate offense may result in termination of employment with no additional disciplinary steps. A no-call/no-show lasting three days may be considered job abandonment and may be deemed an employee's voluntary resignation of employment.

## **7.9 Personal Appearance**

It is the policy of City of Ankeny that each employee's dress, grooming, and personal hygiene should be appropriate to the work situation. Radical departures from conventional dress or personal grooming are not permitted, regardless of the nature of the job performed. Every employee has some contact with others, and therefore represents the City of Ankeny in their appearance as well as by their actions. Quality service to the public includes the clean and professional appearance of the people who provide those services. All employees' clothing should be professional and appropriate to the work performed, as set forth in these policies, and determined by each department director. The properly attired employee helps to create a favorable image for the City of Ankeny. The following guidelines should be followed by all employees; however, nothing in this policy prohibits a department director from establishing a more stringent dress code for their office or department.

- Employees are expected to dress in a manner that conforms to each department's dress code, and is normally acceptable in their work area.
- All employees must maintain a clean, well-kept appearance.
- Clothing must be clean, well-maintained and fit properly. Tight fitting, over-sized, torn, and revealing or provocative clothing is considered unacceptable. Certain articles of clothing such as miniskirts, halter tops, sweatpants, wind pants and pajama pants will be considered inappropriate work attire for all employees. Jeans that are not ripped, tattered or worn-out may be worn on designated casual days as determined by the department director.
- Closed-toe protective shoes and stockings/socks must be worn by certain departments and in certain work areas due to OSHA safety & health regulations. Personal protective equipment should be used if applicable to the work situation.
- Perfume/colognes, nail polish, jewelry and cosmetics should be used with appropriate taste.
- Hair should be clean, combed and neatly trimmed or arranged. Shaggy unkempt hair is not permissible regardless of length.
- Sideburns, moustaches and beards should be neatly trimmed. Eccentric styles of facial hair will not be permitted.
- Tattoos and body piercings (other than earrings) should not be visible if there is a complaint filed by an employee or a member of the public. The complaint must be investigated by the Human Resources Director and result in a "founded" conclusion. A "founded" conclusion is one in which it is determined that the tattoo or body piercings are unsafe, disruptive, offensive or otherwise inappropriate when considering the circumstances, job duties and work environment.
- Specific departmental policies and procedures may be more restrictive than this policy.



Department directors are responsible for enforcing this policy and for defining “appropriate” as necessary. Supervisors have the authority to ask employees to make changes, for example, removing a jewelry item, tying hair back, or requiring employees to go home and return in proper attire. Any work time missed because of failure to comply with this policy will not be compensated, and repeated violations of this policy will be cause for disciplinary action.

Any prescribed and issued uniform or approved attire must be worn in its entirety while on duty. Uniforms must be clean, pressed and neatly maintained. Uniforms may be worn only while on-duty or while traveling to and from work.

#### **7.10 Housekeeping**

It is important that your work area is neat and clean. We need your cooperation in meeting the city objective of making the work place a pleasant and safe working environment.

#### **7.11 Inclement Weather**

Because we serve the citizens of Ankeny, the City will remain open during normal hours even in cases of severe weather. In extreme circumstances, if the City Manager announces by public broadcast that city offices are closed, then only persons designated as “essential personnel” need to report to work. Employees considered “essential personnel” will be notified by their supervisor if they are required to report to work. Employees who are directed by city administration not to report to work or to leave work because of severe weather will be compensated at their regular base pay rate.

Employees who, because of severe inclement weather, report to work late after having made an earnest effort to report on time, have supervisory approval not to report to work, or have supervisory approval to leave work before the end of the workday, will be allowed to make up for lost time or may elect to use vacation, personal, compensatory time, or leave without pay. Employees who choose to make up the time must do so within the week the time was lost. All makeup time will be scheduled by the supervisor.

#### **7.12 Residence Requirement**

In the spirit of Section 400.17 of the Iowa Code, the City of Ankeny does not require its employees to be residents of the city. Nevertheless, the City of Ankeny may require that certain critical employees reside within a distance outside the city limits that allows them to report to work within a reasonable period of time.

If for some reason you cannot meet this requirement, we ask that you consult with your supervisor.

#### **7.13 Wage Garnishments**

We expect our employees to meet their financial obligations. Wage garnishments against an employee’s salary cause extra work, time, and expense for the city. Thank you for preventing wage garnishments.

#### **7.14 Outside Employment**

Your department director shall be informed of your outside employment to avoid possible conflict with your City of Ankeny employment.

If outside employment interferes with your work for the City of Ankeny, you will be asked to resign from one or the other positions.

Regular full-time employees of one department are prohibited from part-time or seasonal employment

in another City department. An exception is made for emergency snow removal operations, where certain employees may be given approval to help the Public Works department on a case by case basis.

Any outside employment that involves the use of a uniform or badge must be approved by the City Manager.

#### **7.15 Hiring of Relatives**

The City of Ankeny wants to ensure that its practices do not create situations such as conflict of interest or favoritism. It is the policy of the City of Ankeny that applicants who are Relatives of full-time or part-time employees shall not be hired, appointed or transferred to any position that would result in:

- A Relative being in a supervisory or administrative position over another Relative; or
- One Relative with access to confidential information concerning actual or potential administrative/disciplinary action to be taken against another Relative.

For the purpose of this policy, “Relatives” shall mean: (a) spouses (including domestic partner, romantic partner or cohabitant); (b) parents; (c) siblings or half-siblings; (d) children; (e) grandparents; (f) aunts/uncles; (g) nieces/nephews; (h) first cousins; or (i) unrelated persons living together. The term Relatives shall also include any step-relations and/or the spouses of the above-listed individuals.

Employees who become Relatives after their employment with the City has commenced and who would therefore be in violation of this policy shall notify the employer and the employer will: (1) have the subordinate employee reassigned to another supervisor; and/or (2) transfer to different departments if an open position is available, the employee is qualified and the approval of the department head is granted.

The City of Ankeny reserves the right to apply this policy to situations where there is a conflict or the potential for conflict because of the relationship between employees, even if there is no direct-reporting relationship or authority involved.

#### **7.16 Vehicle Policy**

All vehicles and equipment owned by the city are for official use only and cannot be used for personal business without prior approval of management.

However, you may take a vehicle during a lunch break if your destination immediately after lunch is farther from your normal workplace than the location where you eat lunch.

At no time shall any person(s) be allowed in city vehicles unless for city business or city sponsored activities without prior approval of management.

The use of any tobacco products in city vehicles or equipment is prohibited.

If an employee is required to operate a motor vehicle as part of their job duties, that employee must maintain a valid operator’s license and be insurable under the City’s liability policy as a condition of continued employment.

Please refer to [Vehicle Use Policy](#) for complete information.

#### **7.17 Notification of Arrests and Other Governmental Action**

Employees are expected to perform their assigned jobs, respect and follow City policies, and obey the law. In the event that employees are arrested or receive a citation for any crime, have any criminal charges

filed against them, receive notice of the disposition of any criminal charges pending against them (including, but not limited to, a conviction, a guilty plea, a plea of nolo contendere (no contest), or deferred judgment) or receive notice of any charges relating to operating a motor vehicle while intoxicated, they must notify the Human Resources Director.

Notification to the Human Resources Director must occur within five (5) business days of notification to the employee. Employees whose duties require possession of a Commercial Driver's License and/or who regularly and frequently operate City vehicles must report all charges and citations, including traffic tickets such as speeding tickets. Other employees need not report such traffic tickets.

Employees who have any contact with minor children must notify the Human Resources Director of any child abuse complaints filed against them. Additionally, employees who have contact with the senior or elderly population must notify the Human Resources Director of any elder abuse complaints filed against them. Employees must notify the Human Resources Director regarding the findings in any complaint against them alleging the abuse. The Human Resources Director must be notified of any complaints and findings within five (5) business days of notification to employee.

Information relating to arrests, criminal charges and child or elderly abuse complaints will be treated as confidential and maintained as part of the employee's personnel file and appropriate discipline may be issued. Employees who do not notify the City as required by this policy may be subject to disciplinary action up to and including termination.

#### **7.18 Electronic Communication**

Electronic communication includes but is not limited to electronic mail, Internet access, voice mail, audio and video conferencing, and facsimile messages. These services shall not be used to transmit any improper communications such as messages which are derogatory, defamatory, or obscene. The City reserves the right to monitor electronic communication without prior notification to employees. Additionally, employees should keep in mind that all communication using city equipment (computers, phones) is treated as open records under Iowa Code Chapter 22, and can be made available to the public for review upon request. [Electronic Communication Policy](#)

#### **7.19 Communications and Social Media Policy**

Efficient and effective communication with the media and the public is critical to the City of Ankeny's ability to present information in a manner consistent with Ankeny City Council policies and philosophy of open government. Coordination, uniformity, accuracy and timeliness are cornerstones of strong and productive public relations.

The purpose of the [Communications and Social Media Policy](#) is to provide guidelines for the City of Ankeny to keep the media and the public fully, fairly and accurately informed of programs, services, events and issues in a timely and forthright manner.

All employees are to comply with the procedures and standards in this policy as it applies to media relations, internal and external communications, and social media within the City of Ankeny.

As a City of Ankeny employee, you may have your photo taken while at work. Photos could be used for communications, marketing and public relations efforts to educate and promote the services provided by the City of Ankeny. You must alert the Communications Department if you do not want your photo used in this manner.

## **7.20 Separation of Employment**

The City is proud of its low employee turnover rate. Employees should talk to their immediate supervisor prior to submitting a resignation. Sometimes a misunderstanding can be resolved. We request that employees who do decide to leave please give at least a two-week notice. If an employee provides less notice than requested, the employer may deem the individual to be ineligible for rehire depending on the circumstances regarding the notice given. Accrued vacation time may not be used to satisfy the two-week notice, unless the notice requirement is waived by the City Manager.

An employee who is terminated for violating policy or who resigned in lieu of termination from employment due to a policy violation will be ineligible for rehire. Employees of the City of Ankeny are employed on an at-will basis and the City retains the right to terminate an employee for any reason at any time, except as otherwise provided by law or by the terms of a collective bargaining agreement.

Employees must return all City property at the time of separation. Failure to return some items may result in deductions from the final paycheck. Health insurance terminates on the last day of employment. Information for Consolidated Omnibus Budget Reconciliation Act (COBRA) will be provided.

Employees who leave employment in good standing may be considered for reemployment. Rehired employees begin benefits just as any other new employee. Previous tenure will not be considered in calculating seniority, longevity, leave accruals or any other benefits.

## **Occupational Safety and Health**

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The City of Ankeny makes every effort to keep your work area safe and free from hazard.

For a detailed description of policies and procedures on employee safety, refer to employee intranet for copies of specific safety policies, such as the [General Safety Policy](#) and the [Right to Know: Hazardous Communications Written Program](#).

### **8.1 Safety**

It is the responsibility of every department to ensure a safe and healthful atmosphere, safe working conditions, tools, equipment and work methods for all of its employees. Employees are expected to comply with all safety and health requirement whether established by management or by federal, state, or local law.

Employees are required, as a condition of employment, to exercise due care in the course of their work to prevent injuries to themselves and to their fellow workers. Employees have a responsibility to report any unsafe working conditions or practices to a supervisor or safety committee member.

Employees violating recognized safety rules, procedures, or standards, or acting in such a manner as to endanger their own or another's personal safety shall be subject to disciplinary action which may include an oral or written warning, suspension or discharge.

### **8.2 Required Licenses and Clothing**

If the maintenance of a state approved license is a condition of employment established by the Employer, the cost of the test, the license fee and its renewal shall be paid by the Employer. State approved license does not include the standard driver's license but does include a commercial driver's license.

Employees required to maintain a commercial driver's license as a condition of employment must consent

to an annual limited query of the Federal Motor Carrier Safety Administration (FMCSA) Commercial Driver's License Drug and Alcohol Clearinghouse to verify current and prospective employees are not prohibited from performing safety-sensitive functions.

If an Employee is required to wear a uniform as a condition of employment established by the Employer, the uniform shall be furnished and maintained by the Employer.

The Employee shall wear the uniform only as authorized in the work rules.

The Employee is not responsible for fair wear and tear to the uniform. The Employee is responsible for any damage caused to the uniform by deliberate act or by deliberate violation of the work rules.

If an Employee is required to wear a protective device as a condition of employment established by the Employer, the protective device shall be furnished and maintained by the Employer.

The Employee shall use the protective device only as authorized in the work rules.

The Employee is not responsible for fair wear and tear to the protective device. The Employee is responsible for any damage caused to the protective device by deliberate act, or by deliberate violation of the work rules.

Uniforms and protective devices purchased by the Employer are to be returned to the Employer immediately upon an Employee's separation of employment.

Some job classifications may require the use of steel-toed work boots. Upon receipt of a duly authorized invoice, the Employer shall pay up to \$140 per fiscal year towards the purchase of work boots. In the event that an Employee desires a work boot of higher price, the Employee shall pay any difference at the time of purchase. In addition, the Employer will provide, at its cost, rubber boots when it is needed in the employment.

### **8.3 Sexual Harassment**

The City of Ankeny policy regarding sexual harassment is as follows: Acts of sexual harassment by any employee are prohibited employment practices and are subject to disciplinary measures including discharge.

The Equal Employment Opportunity Commission defines sexual harassment as any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature directed at an employee by an employer or fellow employee. Such conduct is unlawful if submission to it is a condition of employment, used as a basis for making employment decisions affecting the employee, has the effect of unreasonably interfering with the employee's work performance, or creates an intimidating, hostile or abusive work environment.

Please refer to the [Sexual Anti-Harassment Policy](#) of the City of Ankeny for complete information.

### **8.4 Harassment**

It is the policy of the City that no employee be harassed by another employee, customer or supervisor on the basis of race, color, religion, sex, age, national origin, sexual orientation, disability, genetic information, status as a veteran or any other protected characteristic as established by law.

Illegal or unlawful harassment, whether verbal or physical, will not be tolerated. All members of management have the explicit responsibility and duty to take corrective action to prevent any illegal or unlawful harassment of our employees.

If any employee believes that he or she has been subjected to harassment, that employee should bring the matter directly to the immediate attention of the City Manager, department director, a supervisor or the Human Resources Director. All complaints will be investigated in a timely manner, and appropriate disciplinary action will be taken, up to and including termination. There will be no retaliation against anyone who submits a good faith harassment complaint or participates in an investigation relating to such a complaint.

### **8.5 Drug and Alcohol Policy**

It is the policy of the City of Ankeny to comply with the Drug Free Workplace Act of 1988 to insure a drug-free workplace. The policy is intended to prohibit the unlawful possession, use, dispensation, distribution, or manufacture of controlled substances in the workplace. Violation of this policy will result in disciplinary action up to, and including, termination of employment. Depending upon the circumstance, other action, including notification of appropriate law enforcement agencies, may be taken against any violator of this policy.

As a condition of employment, all employees must pass a post offer pre-employment drug test. Employees must comply with this policy and notify management within (5) days of conviction for any criminal drug violation occurring during work hours or in the workplace. Failure to do so will result in immediate suspension and/or termination of employment. Any staff member arrested in connection with a criminal drug violation occurring during work hours or in the workplace will be on personal leave of absence without pay and could face termination of employment pending the outcome of any legal investigation and conviction.

Please refer to the [Drug and Alcohol Policy](#) for complete information.

### **8.6 Smoking and Tobacco Policy**

In compliance with the Iowa Smokefree Air Act (7/1/08), the City of Ankeny has established a smoke-free workplace. All City-owned buildings, facilities and vehicles are smoke-free. All tobacco usage, including smoking and smokeless tobacco, as well as electronic cigarettes, is prohibited in all City-owned buildings, facilities, vehicles and equipment, and on all public grounds owned by the City except in designated areas in accordance with the Iowa Smokefree Air Act. The City may establish a designated smoking area at each facility. This area must be located in the building's parking lot away from all building entrances and must not adversely impact other employees or the general public. Please contact your supervisor to identify these designated smoking areas. Employees are permitted to smoke, use tobacco, or use electronic cigarettes within their personal vehicles which are parked in a City-owned parking lot. Employees who choose to smoke, use tobacco, or use electronic cigarettes, must do so in accordance with this section and during normal meal and break periods. Employees are not provided additional time away from work to smoke, use tobacco products, or electronic cigarettes. Violation of this policy may lead to disciplinary action, up to and including termination. Opportunities for smoking cessation classes will be made available for any employee wishing to quit the use of tobacco products. The City will provide a subsidy if there is a cost associated with the class. For more information please contact the Human Resources

Department.

## **8.7 Workplace Violence and Weapons Policy**

It is the policy of the City of Ankeny provide a work environment free from violence, aggression, or threatening conduct of any kind. To ensure a safe workplace and to reduce the risk of violence, all employees must review and understand all provisions of the Workplace Violence and Weapons Policy.

### **Prohibited Conduct**

The City of Ankeny will not tolerate any type of workplace violence committed by or against employees. Employees are prohibited from making threats or engaging in violent activities toward any employee of the City or any member of the general public. A threat of violence is any visual, verbal, or physical act, that warns of or expresses an ability or intent to harm or kill; is intended to intimidate or create fear; or has the purpose of unreasonably interfering with an individual's reasonable expectation of a peaceful, non-hostile or inoffensive work environment.

Although not all-inclusive, the following are examples of behaviors included in this policy:

- Causing physical injury to another person.
- Making threatening remarks in person, in writing, by telephone, or other means of communication.
- Aggressive or hostile behaviors that create a reasonable fear of injury to another person or subjects another individual to emotional distress.
- Intentionally damaging City property or property of another employee.
- Unauthorized possession of a weapon while on City property or while on City business.

### **Weapons**

The City of Ankeny prohibits all employees from possessing a handgun, firearm, explosives, or dangerous weapons of any kind onto City property. City property includes, without limitation, all City parking lots, buildings (leased and owned); grounds and parks; and vehicles used for City business. Employees who are off City property but performing a task for the City or City-sponsored events (i.e. Summerfest, etc.), are covered by this policy.

Possession of a valid permit to carry a weapon shall not be construed to exempt an employee from this policy. However, an employee's supervisor, with the express concurrence of the Police Chief and the City Manager, on an individual-by-individual basis, may grant an exception for the employee holding such a permit, if the exception is deemed reasonable and appropriate for protection and defense of person, or other City of Ankeny employees or officials.

This section shall not apply to City employees who are authorized to use weapons in the performance of their job responsibilities (e.g. police), or for those who are authorized to use hazardous tools or devices as bona fide portions of their job. (e.g. machete for clearing brush, small knives to cut rope or piping, etc.).

### **Reporting Procedures**

Any potentially dangerous situations must be reported immediately to a supervisor or the Human Resources Department. All reported incidents will be investigated. Reports or incidents warranting confidentiality will be handled appropriately and information will be disclosed to others only on a need-to-know basis.



## **Risk Reduction Measures**

While the City does not expect employees to be skilled at identifying potentially dangerous persons, employees are expected to exercise good judgment and to inform their supervisors or the Human Resources Department if any employee or other individual exhibits behavior that could be a sign of a potentially dangerous situation. Such behaviors may include the following:

- Discussion of bringing a weapon into the workplace.
- Displaying overt signs of extreme stress, resentment, hostility, or anger.
- Making threatening remarks.
- Sudden or significant deterioration of performance.
- Displaying irrational or inappropriate behavior.

## **Searches**

The City reserves the right to conduct searches in accordance with state law of any employee and his or her vehicle or personal effects brought into the workplace. Pursuant to this provision, the City is authorized to search an employee's locker, desk, purse, briefcase, baggage, toolbox, lunch sack, clothing, vehicle parked on City property, and any other item in which a weapon may be hidden. Additionally, the City may search a City-owned vehicle used by an employee, and a vehicle owned by an employee that is being used to conduct business on behalf of the City, regardless of whether the vehicle is located on City property at the time. Searches may be conducted by City management or local authorities. To the extent the search is requested by City management and the employee is present, the employee may refuse the search; provided however, that such refusal may result in disciplinary action, up to and including termination of employment for refusal to cooperate. The City reserves the right to conduct searches on its property or authorize searches by law enforcement on its property without the employee being present.

## **Enforcement**

Threats, threatening conduct, or any other acts of aggression or violence in the workplace will not be tolerated. Any employee determined to have committed such acts or any employee who fails to report such acts committed by others shall be subject to disciplinary action, up to and including termination. Non-employees engaged in violent acts toward City employees will be reported to the proper authorities and may be banned from City property.

### **8.8 Workplace Bullying**

The City of Ankeny defines bullying as inappropriate behavior, either direct or indirect, whether verbal, physical or otherwise, directed by one or more persons against another or others, at the place of work and/or in the course of employment which has the effect of substantially interfering with an individual's employment, performance of duties, or which causes the individual to have a reasonable fear of harm. Such behavior violates the City Code of Ethics which clearly states that all employees will be treated with dignity and respect.

The purpose of this policy is to communicate to all employees that the City will not tolerate bullying behavior. Employees found in violation of this policy will be disciplined up to and including termination.

Bullying may be intentional or unintentional. Where an allegation of bullying is made, the intention of the

alleged bully is relevant and will be given consideration when meting out discipline. As in sexual harassment, the effect of the behavior upon the individual is most important. The City of Ankeny considers the following types of behavior examples of bullying:

- **Verbal bullying:** Slandering, ridiculing or maligning a person or their family; persistent name calling that is hurtful, insulting or humiliating; using a person as the butt of jokes; abusive and offensive remarks.
- **Physical bullying:** Pushing, shoving, kicking, poking, tripping, assault or threat of physical assault; damage to a person's work area or property.
- **Gesture bullying:** Non-verbal threatening gestures or glances that convey threatening messages.
- **Exclusion:** Socially or physically excluding or disregarding a person in work-related activities.

### **8.9 Security Camera Policy**

The City of Ankeny is committed to establishing and maintaining a workplace that is secure and safe for employees, residents and visitors. To enhance this commitment, the city may install and utilize security cameras. The cameras will be used in a professional, ethical, and legal manner consistent with all existing city policies, as well as State of Iowa Code and Federal laws. Camera use will be limited to situations that do not violate the reasonable expectation of privacy as defined by law. Please refer to the [Security Camera Policy](#) for complete information.

## **Employee Conduct and Work Rules**

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In order to maintain a safe, efficient, and harmonious organization, the rules and regulations listed below have been established for municipal employees. Each of the rules and regulations has a sound background of common sense based on experience. These rules are not necessarily the only areas in which disciplinary action may be taken if conduct or instances require. These rules may be modified as changing conditions warrant. Each case shall be considered on its merits with due consideration as to the nature of the offense, the cause, the background, likelihood of repetition, and the attitude of the offender.

### **FOLLOWING IS A LIST OF EMPLOYEE CONDUCT THAT WILL RESULT IN DISCIPLINE TO THE EMPLOYEE UP TO AND INCLUDING DISCHARGE:**

1. Theft or willful destruction of property of the city or any employee.
2. Falsifying or supplying false information for the completion of city records.
3. Insubordination or refusing to perform work or reasonable instructions.
4. Possession or use of intoxicants or narcotics on city property.
5. Possession of explosives, firearms or other concealed weapons on the city premises without permission.
6. Intentional abuse of City's time keeping system, including unauthorized punching in/out of another employee.
7. Sleeping during working hours.

8. An employee determined to be an aggressor in a fight on city premises.
9. Conviction of a crime carrying a penitentiary sentence.
10. Leaving work site during working hours without signing out, unless with authorized permission or performing activities related to the employee's job.
11. Reporting to work under the influence of intoxicants or narcotics.
12. Disorderly conduct including use of profane or abusive language, intimidating, threatening, or provoking fellow employees, or other acts showing lack of respect for other people and property.
13. Deliberate defacing of bulletin boards, material thereon, walls or other properties of the city or fellow employees.
14. Working on personal unrelated work duties on city time.
15. Falsifying city records or information.
16. Sabotage, causing damage or destruction of tools, equipment, or other property belonging to the city or fellow employees.
17. Failure to comply with request of supervisory personnel to submit personal packages being brought onto or out of the work site for inspection.
18. Unauthorized altering or repairing of equipment.
19. Soliciting, collecting, distributing, or selling on city time without authorization.
20. Soliciting, collecting, distributing, or selling on city property without written authorization.
21. Unauthorized operation of equipment or use of material or property of the city or fellow employees.
22. Smoking in restricted areas, including any city facility, vehicle or equipment.
23. Willful violation of safety and health requirements.
24. Habitual tardiness or absences without just cause.
25. Horseplay including running, pushing, shoving, throwing objects, playing practical jokes, and otherwise disturbing fellow employees.
26. Failure to call and notify the city of an absence prior to the start of work.
27. Leaving workstation unnecessarily.
28. Failure to use the employee time keeping system in accordance with standard procedure.
29. Failure to be at the work site at starting time, or stopping before quitting time.
30. Unauthorized parking, excess speed, or other acts of disregard for fellow employees in moving traffic on city property.
31. Unauthorized use of city telephones except in case of emergencies.
32. Violating the City's Code of Ethics (See Section 12)

The list set out above is for the purpose of illustration only and is not intended to include all actions that will subject an employee to discipline.

## Performance Appraisal

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Performance evaluation will give you an opportunity to discuss your development with your supervisor. This will allow you to know where you stand in relation to the job requirements.

Each director is responsible for the timely and proper completion of an employee performance review and evaluation report.

Performance reports shall be made on the standard form provided by the Human Resources Department and must be submitted at the specified times:

- At the end of the probationary period.
- Annually on the employees' anniversary date.

Such reviews do not necessarily result in pay increases. A step increase normally will occur July 1 of each year pending a satisfactory performance evaluation and provided that the maximum pay range has not been achieved.

In the event the supervisor does not do performance appraisals timely, it is the employee's responsibility to bring this to the attention of the supervisor. If the appraisal is not done within ten (10) days after the employee's complaint, the employee shall bring the matter to the attention of the Human Resources Director.

## Grievance Procedures

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The most important resource to the City of Ankeny is its employees. Sometimes, all of us experience some type of problem in the workplace. The purpose of these grievance procedures is to assure fair and equitable treatment for all employees not covered by a union contract, including supervisors and managers; to promote harmonious employer-employee relations; to establish a review procedure on matters covered by this handbook for which an appeal and hearing are not specifically provided by law; to provide employees a systematic means for receiving full consideration of problems when efforts to resolve them through discussion have failed; to encourage the settlement of disagreements as near as possible to the point of origin; when necessary to provide an orderly procedure to handle the review and resolution of disagreements by successively higher supervisory levels; and to provide for resolution of disagreements as quickly and efficiently as possible.

Therefore, please bring your problems to your immediate supervisor, who will help you resolve them. If for any reason you are not satisfied with the results, you may file a formal grievance in the following manner:

Step 1 - The Employee shall take up the grievance or dispute with the Employee's supervisor within ten (10) calendar days of the date of the grievance or the Employee's knowledge of its occurrence. The supervisor shall attempt to adjust the matter and shall respond orally to the Employee within ten (10) calendar days.

Step 2 - If the grievance has not been settled, it shall be reduced to writing by the Employee and presented to the Department Director within ten (10) calendar days of the supervisor's response to Step 1. The Department Director shall respond in writing to the Employee within ten (10) calendar days.

Step 3 - If the grievance has not been settled, it shall be presented in writing by the Employee to the City

Manager within ten (10) calendar days after the Department Director's response. The City Manager or designee will meet with the aggrieved employee within thirty (30) calendar days after receipt of the grievance to discuss and attempt to resolve the grievance. Following this meeting, the written decision of the City Manager or designee will be returned to the grievant within ten (10) calendar days, and the answer shall be final.

The City Manager, or designee, shall have the authority to resolve grievances on behalf of the City in those situations where the City Manager has partial or complete jurisdiction and for which an appeal procedure is not specifically provided by law or otherwise provided in these policies and procedures.

## **Employee Ethics**

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### **12.1 Campaign Activities**

In accordance with Section 721.3 of the Iowa Code, we encourage you to vote, which is an expression of your personal opinion. However, candidates or committee members cannot solicit contribution or receive political support from you during work hours.

Employees may participate in, or contribute to, the election or appointment of public officials. Political activity; however, must not interfere with your normal work duties. No city employee will be forced or compelled to take part in political campaigns to favor the appointment or election of candidates for any office.

### **12.2 Candidates for Office**

If you become a candidate for any city elective office, you automatically receive a leave of absence without pay. The leave without pay begins upon either an announcement of your candidacy or filing of a petition for office. However, this will not be later than thirty (30) days before the primary or general election day, and it continues until you are no longer a candidate.

If elected, you are required to resign your city position.

However, you may be a candidate for a non-city, non-partisan office that is not related to your employment. If this is the case, you will not be required to take the leave of absence without pay, as long as you do not campaign while you are on duty as an employee or let your duties interfere with your city job responsibilities.

### **12.3 Gift & In-Kind Contributions**

As an employee of the City of Ankeny, you shall not directly or indirectly accept or receive any gift or series of gifts, as defined in Section 68B.22 of the Code of Iowa. This includes special discounts or offers that are not available to the general public. Please see [Q & A](#) on how the gift law works.

### **12.4 Public Purpose Policy**

A public purpose policy has been established for the expenditure of funds for recognition of employees, volunteers and other provisions. The following activities are considered appropriate public purposes for the expenditure of tax revenues:

- Plaques, awards, gift cards and other items of negligible resale value given in recognition of public service.

- Meals and refreshments for emergency operations, employee appreciation events, open houses, public meetings, training sessions and other official events.
- Sustenance supplies for the City's use. Sustenance supplies include, but are not limited to, the following items: coffee, creamer, coffee filters, sweeteners, paper products, including plates, cups, utensils, paper towels and napkins.
- Flowers and cards for Mayor and City Council members, Board and Commission members, employees and their families and other persons as deemed appropriate.
- Employee wellness program incentives, prizes and other similar items.
- Community relations, recognitions, celebrations, commemorations and associated memorabilia.
- Expenses by the Mayor and City Council, City Manager and City staff to promote the City.

## **12.5 Code of Ethics**

As an employee of the City of Ankeny, you shall adhere to the following code of ethics regarding conduct and behavior. Failure to do so can result in discipline or termination:

- I shall be impartial and dedicated to the best interests of the City. I shall conduct myself, both inside and outside the City's service, so as not to cause distrust of my impartiality or of my dedication to the City's best interests.
- I shall follow all applicable local and state standards for ethical conduct at all times, and will not use my position with the City in an inappropriate manner or in a way that will result in personal or financial gain.
- I shall affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward local government affairs and a deep sense of social responsibility as a trusted public servant.
- I shall be dedicated to the highest ideals of honor and integrity in all public and personal relationships in order that I may merit the respect and confidence of the elected officials, of other officials and employees, and of the public.
- I shall consider, first, the interests of the City in all transactions.
- I shall carry-out the established policies of the City.
- I shall buy without prejudice, seeking to obtain the maximum value for each expenditure of public funds.
- I shall never engage in acts of corruption or bribery, nor will I condone such acts by other employees.
- I shall be responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

## **12.6 General Employee Conduct and Ethical Behavior**

City employees are prohibited from engaging in any conduct which could violate state or local ethics laws and/or reflect unfavorably upon the City or their department. Employees must avoid any action which might result in or create the impression of using public office for private gain, giving preferential treatment to any person, or losing impartiality in conducting City business.

- City employees must not accept any extraneous fee for work performed on behalf of the City.

- A City employee may not grant or make available to any person, any consideration, treatment, advantage or favor beyond that which is the granted or made available to all citizens.
- City employees must refrain from securing special privileges or exemptions for themselves or their relatives beyond that which would be available to all citizens.
- Employees must not use privileged information for their own financial advantage or to provide friends and acquaintances with financial advantages or with information which could be used for financial advantage. Each employee is charged with the responsibility for ensuring that they release only information that should be made available to the general public.
- A City employee will not use or permit the use of any publicly owned resource (property, vehicle, equipment, labor, service or supplies (new, surplus or obsolete)) for the personal convenience or advantage of the employee or any other person other than what is generally available to the public. Employees will not be permitted to work on personal items, including vehicles, in a City-owned building or shop area.
- An employee is required to exercise care in the use of City property. Negligence in the care and use of City property may be grounds for suspension and/or dismissal. Unauthorized removal of City property from the premises or its conversion to personal use will be considered grounds for suspension and/or discharge.
- An employee must return City issued property at the time the employee terminates employment or when the employee's department head requires such a return. The City assumes no responsibility for loss or damage of personal property of an employee.
- City employees must exercise care when posting to personal websites or other social media. Any images or posts that could damage the City, department, or another employee's reputation or otherwise reflect unfavorably on the City or employees in their official capacity are prohibited. See additional policies for guidance on use of electronic communications including telephone, e-mail, internet, etc.

## **12.7 Reporting Hotline**

The City of Ankeny has established a reporting hotline for both community and employee use. Employees can use the reporting hotline to anonymously report concerns or suspicious activity related to fraudulent behavior, misconduct, policy violations or ethical breaches. The hotline is confidential and available 24 hours a day, 365 days per year by using the link <https://www.eidebailly.com/hotline>. Employees may also call the toll-free number 866-912-5378 which is available during business hours.



## Addendum to City of Ankeny Employee Handbook

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### **Vacation Language for Police Sergeants, Lieutenants, and Captains**

Effective date: 07/01/2007

#### **Vacation**

In addition to the language provide in the employee handbook Section 5.2, the following language applies.

At the end of the fiscal year, police sergeants, lieutenants, or captains with any remaining vacation hours may exercise one of the following options:

- A. To have their remaining hours transferred to the next fiscal year's accrued vacation leave up to a maximum of eighty (80) or ninety (90) hours depending on their hours per day schedule; or
- B. To cash out vacation leave up to a maximum of eighty (80) or ninety (90) hours depending on their hours per day schedule.

## **Compensation and Other Benefits for Department Directors/Officers**

### **Compensation**

The city manager shall have the authority to negotiate a starting salary between the minimum and maximum of the pay grade depending on prior experience, education, nature of position, etc.

### **Salary Adjustments**

The purpose of a merit salary increase program is to, over time, better align pay with performance and foster an organizational culture that recognizes and rewards performance and strategic goal attainment rather than solely longevity. The salaries of department directors/officers may be adjusted annually through both an across-the-board increase and a merit increase. First, as part of the budget process, the city manager recommends and includes funding in the recommended budget for across-the-board adjustments to the nonunion pay plans if economic conditions, job market, cost of living, and other factors provide the justification for these increases, subject to available funding. The minimum and maximum salaries of the management pay plan shall be adjusted by an amount equal to the across-the-board nonunion salary adjustment and directors/officers shall receive these across-the-board increases except as noted below. Directors/officers who fail to receive at least a “meets expectations” or a 3 on a 5-point scale, on their annual performance evaluation, are not eligible for any type of salary adjustment, including across-the-board adjustments, until their performance meets expectations. Second, in lieu of step progression available in the nonunion pay plan, directors and officers shall be eligible for a merit salary increase of up to 5 percent based on the following factors: 1). Performance as measured in the employee’s annual performance evaluation; 2). Attainment of goals identified as part of the evaluation process that support the City’s strategic plan, City Council strategic priorities and/or department goals approved by the City Manager’s Office; and 3). The employee’s current salary within the position’s range. Directors/officers whose salaries are in the first quartile of the range shall be eligible for up to a 5 percent merit increase; those whose salary are in the second quartile shall be eligible for up to a 4 percent merit increase. Directors/officers whose salaries are in the third quartile shall be eligible for up to a 3 percent merit increase, while directors/officers whose salaries are in the fourth quartile shall be eligible for up to a 2 percent merit increase. The city manager may award an additional 1 percent merit increase to directors/officers who meet all of the following criteria: 1). They receive an aggregate performance appraisal rating of 4.2 or higher on a 5-point scale; 2). They attain all short-term goals and make higher-than-expected progress on long-term goals identified in their performance evaluation. Aggregate merit increases shall be subject to a 5 percent maximum per employee per year. City manager approval is required prior to merit salary adjustments. The merit increase program is subject to the availability of funding in each fiscal year budget and shall be suspended in years when nonunion employees are not eligible for step increases.

### **Vacation**

Department directors/officers shall receive 4 weeks (160 hours) of vacation upon hire. An employee advanced vacation at hire will not progress on the vacation schedule until attaining the requisite years of service to advance to the next increment. At the discretion of the city manager, any director/officer shall be allowed to carryover vacation.

### **Sick Leave**

The city manager shall be allowed to negotiate a beginning balance of sick leave for directors/officers. The sick leave accrual at hire shall not be more than thirty (30) days.

### **Deferred Compensation**

Department directors/officers shall receive deferred compensation payments. The City Manager shall have the authority to negotiate deferred compensation payments up to \$5,000 annually for directors/officers. If the initial payment is less than \$5,000, the amount shall increase by \$1,000 each fiscal year until the maximum is reached. The assistant city manager shall receive \$15,000 in deferred compensation. The administrative services director shall receive \$10,000 in deferred compensation. The police chief and fire chief may receive different amounts depending on their participation in the MFPRSI.

### **Vehicle Program**

The police chief and fire chief shall be provided a city vehicle for his/her use. The assistant city manager, administrative services director, public works director, municipal utilities director, economic development director, parks and recreation director, and community development director shall receive a car allowance of \$400 per month. All other directors/officers shall be eligible to receive mileage reimbursement in accordance with city policy.

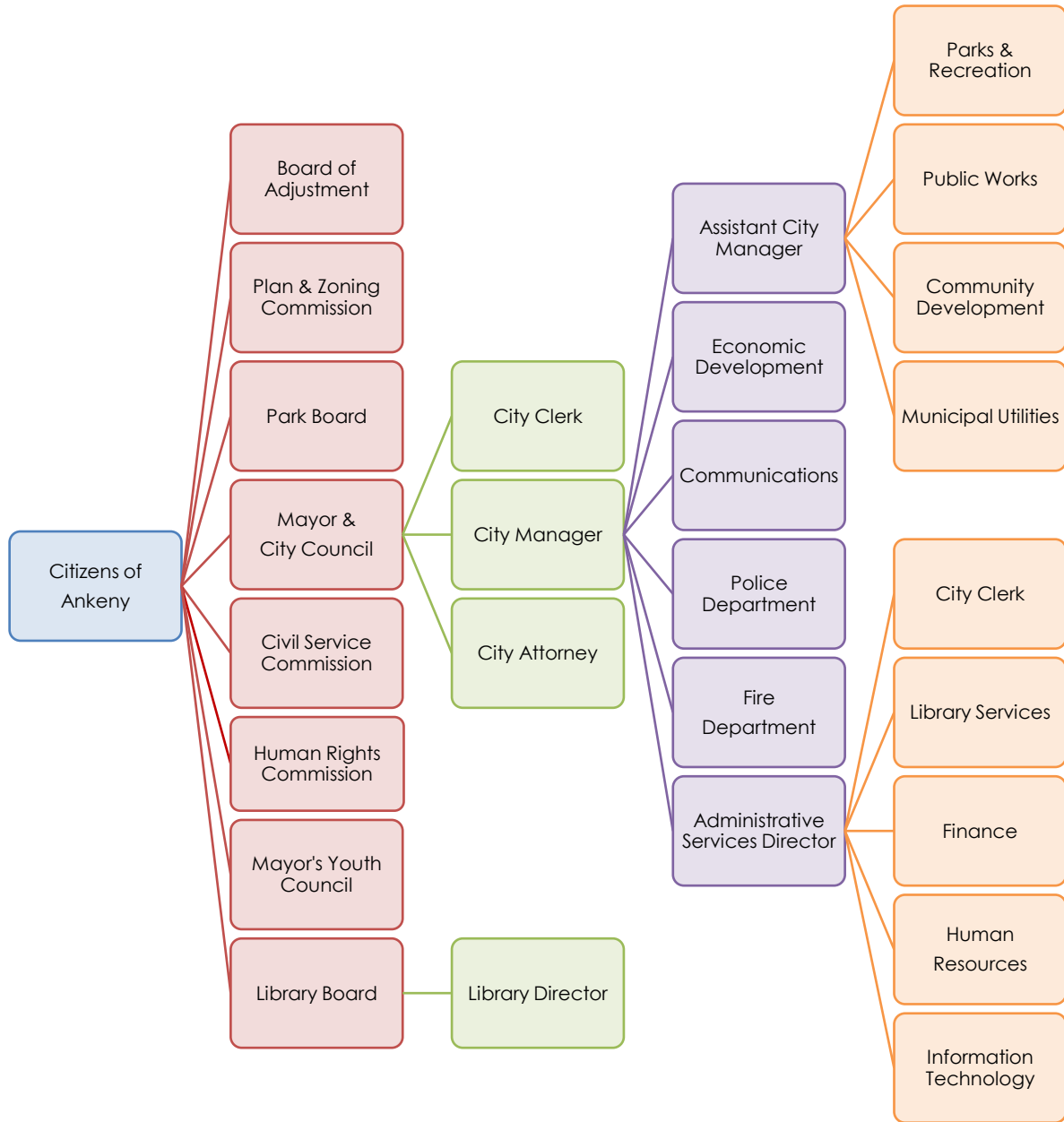
### **Severance Pay**

In the event the Employer wishes to terminate the Employee without just cause, the Employer may do so by giving the Employee thirty (30) days' notice in writing prior to the termination date. The Employee, if requested by the Employer, shall continue to render the Employee's services and shall be paid Employee's regular compensation up to the date of termination. The Employer agrees to pay the Employee three (3) months' salary, benefits and deferred compensation, in addition to whatever accrued benefits the Employee may have. The Employee agrees to accept said severance pay as full settlement of any and all damages or claims the Employee might have against the Employer as a result of the termination. The position of assistant city manager shall be paid six (6) months' salary, benefits and deferred compensation, in addition to whatever accrued benefits the Employee may have.

### **Voluntary Resignation**

In the event the Employee voluntarily resigns with the Employer, the Employee shall give the Employer thirty (30) days advance notice, unless the parties agree otherwise.

## City of Ankeny Organizational Chart





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve the agreement for city manager recruitment services with Government Professional Solutions.

ORIGINATING DEPARTMENT

Human Resources

COUNCIL GOAL

ACTION REQUESTED

Motion

LEGAL

EXECUTIVE SUMMARY

The City received 15 proposals from consultants who were interested in conducting the city manager executive recruitment. The Human Resources Director, the Assistant to the City Manager and the Mayor reviewed all the proposals and rated them based on a matrix. Four of the firms were then interviewed by a committee consisting of the above individuals and Council member Ruddy and Council member Graber. References were checked on the top two finalists. The committee selected Bret Bauer, Government Professional Solutions, to conduct the search for city manager.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend approval of the agreement for city manager recruitment services with Government Professional Solutions.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

## ACTION REQUESTED

### ATTACHMENTS

1. GPS Recruitment Services Agreement 04.21.25
2. Appendix A - GPS Proposal - Ankeny IA

# **RECRUITMENT SERVICES AGREEMENT**

**BY AND BETWEEN  
THE CITY OF ANKENY, IOWA  
AND**

**GOVERNMENT PROFESSIONAL SOLUTIONS**

**THIS AGREEMENT** dated this 21st day of April, 2025, is entered into by and between the City of Ankeny, Iowa (herein "City") and Government Professional Solutions (herein "Recruiter").

**IN CONSIDERATION OF** the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Services** - Recruiter shall provide the City with executive search and hiring services in connection with the City Manager position for the City of Ankeny as set forth below:

- A. Recruiter agrees to provide services consistent with the Proposal sent in response to the City's RFP (the "Proposal"), which is attached as Exhibit A for reference, including, but not limited to:
  - i. Meetings with staff, community stakeholders, Council members as part of developing the foundational materials as set forth in the Proposal, with a minimum of three (3) on-site visits to the City by one or both of Recruiter's Partners throughout the recruitment process.
  - ii. Performance of all design and marketing of the position;
  - iii. Completion of all screening of applicants;
  - iv. Performance of all appropriate background checks on candidates chosen as finalists;
  - v. Negotiation of the offer of employment to the chosen candidate; and
- B. Recruiter agrees to provide all such services in a timely manner within a reasonable time after receipt of City directives. Recruiter agrees to provide services by and through qualified personnel under standards and conditions generally accepted by professionals in the field or occupations for which services are provided. Services shall be provided based only upon the requests for proposals provided to the Recruiter by the City or City's representative and to which the Recruiter prepares and submits a written proposal for services which is approved by the City in writing.

Recruiter agrees to provide services including, but not limited to meetings with staff, community stakeholders, Council members as part of developing the foundational materials as set forth in the proposal submitted to the City in response to its RFP, to perform all design and marketing of the position, to complete all screening of applicants, to perform all appropriate background checks on candidates chosen as finalists and to negotiate the offer of employment to the chosen candidate. The Proposal sent in response to this RFP is incorporated herein by reference. In addition, Recruiter agrees to oversee the interview process either on-site or otherwise as agreed upon by the City. The agreed upon price in Section 2 below in this Agreement contemplates a minimum of three (3) on-site visits to the City by one or both of Recruiter's Partners.



2. **Compensation** - In consideration for the Recruiter's provision of services under this Agreement, the City agrees to compensate the Recruiter for services rendered in the amount of \$24,500. Payments shall be made within fifteen (15) days of receipt of invoice by the City. Invoices shall be submitted periodically as mutually agreed upon by the City and Recruiter, or in the absence of such agreement, upon completion of the work constituting the task or project for which services are provided.

3. **City Responsibilities** - City agrees to furnish Recruiter with all current and available information for each task or project assigned to Recruiter, along with any information necessitated by changes in work or services initiated by the City which may affect services rendered hereunder.

4. **Coordination of Work and Work Product** - Recruiter shall coordinate all work with the City's designated representative for each task or project assigned to Recruiter. City shall provide Recruiter all information reasonably necessary or convenient to the provision of Recruiter's services upon request.

5. **General Insurance Requirements** - Recruiter will provide proof of its general and professional liability coverages to the City before undertaking work for the City through an insurance binder listing City as an Additional Insured for purposes of this Agreement. Recruiter will provide proof of general liability coverages of at least \$2,000,000.00 per occurrence.

6. **Indemnification** - Recruiter shall indemnify and hold the City and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, arising out of or resulting from the performance of services, provided that any such claim, damage, loss or expenses, is caused in whole or in part by the negligent act, omission and or liability of the Recruiter, its agents or employees, and subject to the limits of the required insurance coverage to be obtained by the Recruiter.

7. **Delegation and Subcontracting** - Unless otherwise proposed and approved in the Recruiter's proposal for services, the Recruiter shall not delegate or subcontract any work to be performed by the Recruiter under this agreement to any other person, business or entity without the express advance written approval of the City for such delegation or subcontract work.

8. **Records** - To the extent not otherwise transferred to the City's possession, Recruiter agrees to retain and provide the City with reasonable and prompt access to all work product, records, papers and other documents involving transactions and work related to or performed under this agreement for a period of three (3) years after this agreement expires.

9. **Additional Services** - No additional services beyond an approved proposal shall be provided by Recruiter.

10. **City Authorization** - When the term City is used in this agreement, it shall mean the government of the City of Ankeny or its governing body, as the context requires. Authorization by the City shall mean written instruction from the governing body or the City Manager.

11. **Period of Services and Termination** – Recruiter shall perform the services in full within the period specified in the Proposal. The City may and reserves the right to terminate this agreement at any time with or without cause by giving the Recruiter written notice of termination. Upon receipt of such notice, Recruiter shall discontinue all services in connection with the performance of services authorized under this agreement or City approved proposal for services and City shall upon invoice remit payment for all authorized services completed up to the date of termination notice. This agreement or work performed under the provisions of this agreement may also be terminated by the Recruiter upon not less than seven days written notice in the event the City shall substantially fail to perform in accordance with the terms and conditions of this agreement, through no fault of the Recruiter. In the event of a valid termination by the Recruiter, the other provisions concerning termination contained in this paragraph shall be applicable.

12. **Governing Law** - This agreement shall be governed by the laws of the State of Iowa and it is agreed that this agreement is made in Polk County, Iowa and that Polk County, Iowa is proper venue for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.

13. **Nature of Relationship** - Recruiter herein is an independent contractor and shall not act as an agent for the City, nor shall Recruiter be deemed to be an employee of the City for any purposes whatsoever. The Recruiter shall not enter into any agreement or incur any obligations on the City's behalf or commit the City in any manner.

14. **Miscellaneous** - This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder.

15. **Warranty** - Provided the Recruiter conducts the full search (Steps 1-5 in the Proposal) and the City selects from among the candidates recommended by the Recruiter, the Recruiter will warrant the following:

- a. The Recruiter will not approach the selected candidate concerning any other position as long as the individual is employed by the City.
- b. If the selected individual leaves for any reason other than an act of God (for example, total incapacitation or death) within the two years, Recruiter will repeat the search for the reimbursement of expenses only.
- c. If the City is not satisfied with any of the candidates Recruiter presents, Recruiter will repeat the search at actual cost until a candidate is hired. However, if the Council is unable to settle on a candidate after a second round of finalist interviews, Recruiter shall conduct a Council retreat with the current Council before beginning a new selection process and that cost will be born by the Council.

- d. The price is guaranteed and will not be exceeded for any reason, even if conditions change after the contract is executed.

16. **Attorney Fees** – Should legal action be required to enforce the terms of this Agreement, the prevailing party shall be entitled to recover all costs, including reasonable attorney fees and paralegal fees.

17. **Notices** – All notices required or permitted hereunder shall be in writing and shall be sent by email (read receipt requested) followed by regular mail. Notices shall be deemed duly given on the date emailed, or two (2) days after the date of mailing if sent by registered or certified mail, return receipt requested, to the following address:

Government Professional Solutions  
c/o Bret Bauer  
104 Harbor Haven St  
Gun Barrel City, TX 75156  
Email: [bbauer@governmentpros.com](mailto:bbauer@governmentpros.com)

City of Ankeny, Iowa  
c/o Michelle Yuska, City Clerk  
410 W. First Street  
Ankeny, IA 50023  
Email: [MYuska@AnkenyIowa.gov](mailto:MYuska@AnkenyIowa.gov)

Copy to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_

Copy to:

Brick Gentry P.C.  
Pat Burk  
6701 Westown Parkway, Ste 100  
West Des Moines, IA 50266  
Email: [pat.burk@brickgentrylaw.com](mailto:pat.burk@brickgentrylaw.com)

**IN WITNESS WHEREOF**, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.

**RECRUITER:**

Government Professional Solutions

By: Bret Bauer

Bret Bauer

Partner and Co-Founder

**CITY OF ANKENY, IOWA**

By: \_\_\_\_\_

Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

# Proposal to provide Professional Executive Search Services for the Position of City Manager for Ankeny, Iowa

**FEBRUARY 6, 2025**

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Provided to Dawn Gean, Human Resources Director of the City of Ankeny, IA,  
by Government Professional Solutions (GPS)



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February 6, 2025

Dawn Gean, Human Resources Director  
410 W. First St.  
Ankeny, IA 50023



Dear Dawn Gean,

Government Professional Solutions, LLC (GPS), welcomes the opportunity to submit our proposal for executive search services to help the City of Ankeny find and hire the best candidate to serve as its next City Manager.

GPS offers you a distinct alternative to the traditional executive search firm. We are a government consultancy comprised of only senior level, former city managers with MPA degrees. Our services are based on best practices built from a combined 30+ years of experience in the public sector and city management. Our firm philosophy is rooted in the highest ethics and integrity, and relationships are at the core of everything we do.

We believe, and hope you will agree, that we are the best partner to guide you through this very important executive search process for several reasons:

-  **Our ability to leverage an extensive network of public officials across the U.S.** Throughout our decades of public service, we have developed and continue to grow long-lasting relationships with countless public executives, managers, and staff.
-  **Our insight into what it takes to be successful in the Public Sector.** As former city managers, we are very familiar with the types of discussions to have and questions to ask of candidates as we have been in those positions ourselves and tackled the same types of opportunities and challenges they most likely will face.
-  **Our commitment to giving you customized and personal service of the highest quality.** GPS Partner, Bret Bauer, will be the only consultant working on this project and will work closely with you to customize a search approach that best serves your specific objectives. This means you know exactly who you are working with from start to finish, that you can count on receiving senior level expertise, and that the process will be seamless.

Bret Bauer prepared this submittal and can be reached by email or phone (info below).

Thank you very much for your consideration of our firm and proposal.

Sincerely,

A handwritten signature in purple ink that reads "Bret Bauer".

Bret Bauer, Partner and Co-Founder  
104 Harbor Haven St.  
Gun Barrel City, TX 75156  
(316) 207-0688  
[bbauer@governmentpros.com](mailto:bbauer@governmentpros.com)

A handwritten signature in purple ink that reads "Chris Lowe".

Chris Lowe, Partner and Co-Founder  
18605 Arrowwood Dr.  
Monument, CO 80132  
(785) 766-9104  
[clowe@governmentpros.com](mailto:clowe@governmentpros.com)

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## Approach

Government Professional Solutions (GPS) does not operate like most national search firms. Our approach is collaborative, customized, personal, and **relationship based**. As former city managers who have served full-service cities and their elected officials, we understand first-hand how the executive search function must fit within the larger mission of the local government and the community. We are passionate about public service and we know at the core, that means our focus is about getting to know people - those in your community, and those wishing to serve your community.

### City managers who know how to hire managers

As former city managers, we know how to get in front of top candidates. We are connected to modern, accomplished candidates, both directly and indirectly through our extensive network of public officials. We have worked with many of them as colleagues and have personally networked with them at industry association and other events. We have served with them on boards and held leadership positions in the same organizations. We are connected to them through the university MPA programs. Most importantly, we know both the seasoned veterans AND the young up-and-coming professionals who are highly sought after by cities.

We also know the newsletters, publications, and websites these professional candidates subscribe to because we subscribe to them ourselves, and we understand which sources are trusted most.

Finally, because of our lengthy and direct experience in the public sector, we are also able to screen candidates quickly and efficiently. An initial conversation by one of our senior level partners quickly yields an accurate assessment of capability and fit. This enables us to focus the majority of our energy and resources on those candidates who have the highest probability of becoming semi-finalists in the search.

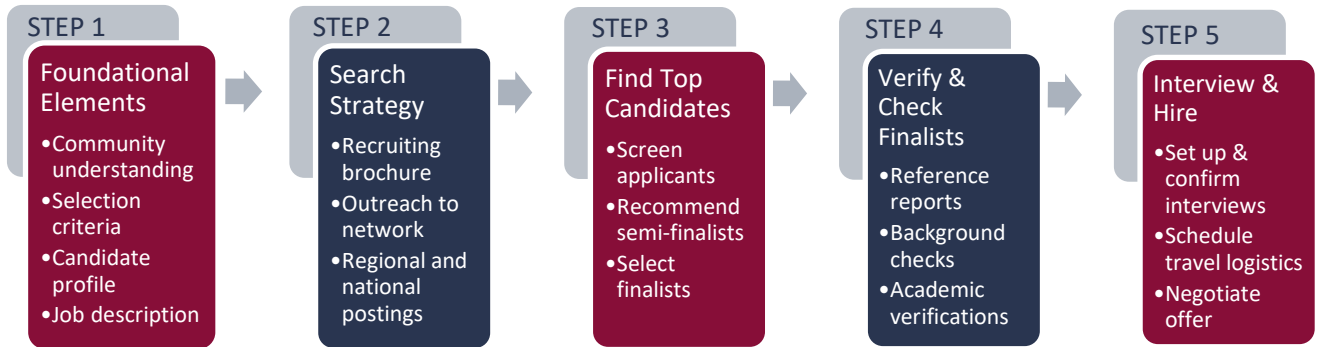
### A single dedicated senior level consultant by your side

Because our recruitment searches are conducted start to finish by one of our partners, you get an extremely efficient process. A single senior level person dedicated to every step of your project means no gaps or delays in information transfer among multiple staff members and consultants. It means that both you and the candidates get a very direct and responsive line of communication. And, it means you get a level of experience and personal service you know you can count on.

GPS Partner, Bret Bauer, will be the consultant on this project.



GPS will customize a search process that best serves your specific objectives and situation. Below is the general workflow we will follow



## STEP 1: DEVELOP FOUNDATIONAL ELEMENTS

### Understanding you and the community

The first, and most important step of our process is to spend time getting to know you and your community.

In our experience we have found that too often the process of finding the next leader for an organization is a cookie-cutter process focused on developing a community profile and quickly finding a candidate. As public executives, we understand how important it is to understand your community and to have a complete, professional, and thorough process to find top level talent for your future leaders. That is why we structure time to spend in your community to experience its amenities, economy, people, and infrastructure, and to get to know your organization and community, both individually and as a collective group.

Developing the ideal candidate profile begins with a survey sent to you, City Council members, and/or designated staff prior to our first meeting. Members individually complete these surveys to help begin to paint the picture about what you want to see in your next City Manager.

We then meet on-site with you, the City Council, and/or designated staff to discuss the required background, professional experience, and management and leadership characteristics for your position. We work with you to thoroughly understand (or help identify) the position’s requirements, current challenges, strategic priorities, and expectations.

Information obtained from these efforts, coupled with our review of any provided resources, is used to prepare selection criteria, a job position (if needed), and a candidate profile, all of which will be approved by you before recruitment begins. Spending time getting these items right is critical to ensuring an efficient and effective process to follow.

**Timeframe:**

1 week

**Deliverables:**

Community understanding

Selection criteria surveys

Job position

Candidate profile

## STEP 2: DESIGN A CUSTOM SEARCH STRATEGY

We work collaboratively with you to develop a comprehensive outreach strategy to notify potential candidates about the vacancy and conduct an open recruitment that encourages applications from a talented and diverse pool of candidates. We will recommend a strategy that includes national, state, regional, and local elements.

### Leveraging our network

Central to that strategy is to leverage our extensive network of public officials. Often, we know qualified candidates who are not actively seeking new employment and will not necessarily respond to an advertisement.

One of the tools we leverage is a comprehensive recruitment brochure that can accompany all networking and outreach efforts. This brochure typically includes the candidate profile defined in Step 1, a summary of challenges and priorities, and information that positions your location as a highly attractive place to live and work. *(Please see example provided in the Appendix)*

### Leveraging the ICMA & other professional organizations

From our decades in city leadership and as candidates ourselves, we depend on the International City/County Management Association (ICMA), as do the type of candidates you want for this position. Most managers are members, and it is the first stop for anyone in the industry looking for a new job.

We use our extensive networks at the state level to ensure we are adequately marketing to in-state candidates through the Iowa League of Cities (ILC).

We value diversity and our recruitment process reflects that. We work with the National Forum for Black Public Administrators (NFBPA) and the Local Government Hispanic Network (an affiliate of ICMA).

#### Timeframe:

1-2 weeks

#### Deliverables:

Timeline

Recruitment  
brochure

Advertisement

## STEP 3: FIND TOP CANDIDATES

Upon approval of the custom search strategy and marketing tools, we promptly begin the search process, starting first and foremost with our network.

Application packets will be received and categorized according to the rating criteria established by you and your team to ensure that the candidate pool has the matching skills and background. You will receive weekly updates on the development of the candidate pool. Information on all applicants will be retained and organized for recordkeeping purposes and will be transmitted to you upon completion.

Each candidate submitting an application packet is sent a timely acknowledgement, including an approximate schedule for the recruitment. Throughout the process,

#### Timeframe:

5-6 weeks

#### Deliverables:

Custom  
questionnaires

10-15 semi-finalist  
recommendations

communications are maintained with each candidate regarding information about the recruitment progress and their status.

We will screen candidates against the position and criteria defined in Step 1 and recommend a list of 10-15 semi-finalists to you.

Two important tools we use during this process are a candidate questionnaire and a due diligence questionnaire, both customized to your unique position and situation (*please see examples of each in the appendix*). The candidate questionnaire goes to all semi-finalists and provides additional information about their background and experience. The due diligence questionnaire goes only to finalists.

We also ask semi-finalists to engage in video storytelling where they are given an opportunity to tell us about their journey in public service. This is intended to help us, and you better assess who they are as people and as leaders. This approach can help in developing a more comprehensive understanding of the candidate's ability to think on their feet as well as their personal and professional demeanor.

We will provide you with a semi-finalist report that includes copies of all marketing media, the master applicant list, as well as a cover letter, resume, completed questionnaire, and videos for each semi-finalist.

From there, we will review semi-finalist information with you and ask you to select finalists for interviews.

Timely and regular communications to candidates

Regular updates to you and your team

Semi-finalist report

## STEP 4: VERIFY AND CHECK FINALISTS

When you approve a group of finalists for on-site interviews, we will begin the process of conducting reference checks, background checks, and academic verifications. A confidential reference report is prepared for each finalist to complete our understanding of his or her management and leadership characteristics and professional work performance.

For the background checks, we will collect information on the candidates in the following areas:



City/County/State Criminal



Federal District Civil Litigation



Federal District Criminal



City/County/State Civil Litigation



Employment Verification



Motor Vehicle Driving Record



Reference Verification



Educational Verification

### Timeframe:

2 weeks

### Deliverables:

Reference check results

Background check results

Academic verification results

## STEP 5: INTERVIEW AND HIRE

Upon completing the candidate verifications and checks, we will work collaboratively with you to develop the final interview process.

We will provide you with a Final Candidate Report prior to commencement of interviews. This report will include a copy of the recruitment brochure and interview schedule, as well as cover letter, resume, completed questionnaires, and reference/background results for each finalist to be interviewed. It will also include our individual analysis of each candidate compared to the ideal candidate profile developed with you (e.g., our evaluation of minimum professional qualifications, responses to questionnaires, etc.). *Note: A minimum of one week is required to develop the packet of information for your review once finalists have been identified.*

Accompanying the final report will be guidelines for interviewing the finalists, suggested interview questions, and a customized interview grading tool for your interview panel(s). We will attend finalist interviews to support continuity of the process.

We will work with you to develop an interview process that is thorough and inclusive of your organization and community. Successful options we have used in the past include: a community meet and greet (this allows community members, elected officials, and staff to meet and visit with the finalists), community interview panel to serve as one of the events for finalists during the in-person interview process, and/or a community dialogue event.

\*Additional options available to you are:



Participation in deliberation of candidates.



Assistance with developing a compensation package and related employment considerations.



Assistance with employment agreement negotiation.

Finally, we will notify candidates of the final decision and will confirm final process close out items with you.

## Timeframe:

2-3 weeks

## Deliverables:

Interview and travel itinerary schedules

Final Candidate Report

Interview guidelines

Suggested interview questions

Interview grading tool

Candidate notifications



## Experience

### 30+ years combined experience in city management

GPS is comprised of only senior level, former city managers with MPA degrees. Our partners share a passion for serving the public and bring a combined 30+ years of experience in leading communities. Their public service careers include serving as City Manager, Town Manager, and Assistant City Administrator throughout the country.

Resumes of Partners, Chris Lowe and Bret Bauer, are included in the appendix. Bret Bauer will be the consultant assigned to this project and will execute all tasks involved. No outside consultants are expected to be used.

### 19 years of successful recruiting history

#### RECENT RECRUITMENTS

City Manager-Junction City, KS  
Chief of Police-Alliance, NE  
City Manager-DeSoto, TX  
Director of Finance-Duncanville, TX  
City Administrator-Grand Island, NE  
Public Utilities Dir.-Grand Island, NE  
Town Manager-Prosper, TX  
City Manager-Janesville, WI  
City Manager-La Grange, TX  
Public Utilities Director-DeSoto, TX  
Chief of Police-Hutto, TX

At GPS, we have been conducting executive level recruitments for 19 years. We believe the perspective we bring as former city managers and candidates, combined with the principled approach we developed based on decades of combined experience, enables us to help you find and hire the right candidate for the job the first time around.

As former city managers, we are very familiar with the types of discussions to have and questions to ask of candidates as we have been in those positions ourselves and tackled the same types of opportunities and challenges they most likely will face.

### More than an executive search firm

GPS was founded with one central objective: to use our industry experience and decades of public service to help cities and counties improve their communities. Since 2006, GPS Partners Bret and Chris have been expanding their government experience and network in cities across the country to position themselves to be the best trained public servants available to serve cities and counties on a diverse range of projects, challenges, and opportunities.

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Our breadth of services includes:

- Executive Search
- Budgeting
- Human Resources (Class & Comp. Studies)
- Leadership Development
- Strategic Planning
- Project Management (Interim Services)

The compass in our logo depicts our goal of providing guiding direction to our public clients and we strive to be a steady partner throughout that journey. We firmly believe in the value of **trusted relationships**, and want to be your **trusted partner**, not just another vendor.

## The GPS Guarantee

While others in the industry may offer a 1-year guarantee, we are confident in our process, and offer a 24-month guarantee against resignation or termination for any reason. Any subsequent search will be done for actual cost.

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***“GPS did a great job throughout our search for a new city manager. Their timeline was clearly laid out. They wanted our input for the type of qualified leader we were looking for and carefully screened the candidates with a nationwide search. Bret provided consistent and clear communication of the steps throughout the process. Additionally, GPS helped us find an interim city manager until our position was filled. The candidates were also pleased with how they were treated during the interviews. GPS was always available to assist with any questions or concerns. I would highly recommend GPS!”*** – Pat Landes, Mayor of Junction City, Kansas

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## Demonstrated ability to complete a thorough and detailed report

We hope the steps outlined in the Approach section of this proposal have demonstrated that our process is highly thorough and detailed. Additionally, we trust the background, experience, and reputation presented about our firm, and in particular the partner assigned to this project, Bret Bauer, have demonstrated the accountability and integrity we bring to this important effort.

Likewise, we are confident the final candidate reference report we provide to you will be comprehensive and detailed, and will equip you with everything you need to carefully and thoroughly interview final candidates and make a sound and supported final decision. The report will include:

### Information on each finalist:

- ➊ Cover letter and resume
- ➋ Completed questionnaires
- ➌ Reference/background results
- ➍ GPS analysis/evaluation
- ➎ Video Storytelling (if used)

### Additional supporting information:

- ➏ Recruitment brochure
- ➐ Interview schedule
- ➑ Interview guidelines
- ➒ Suggested interview questions
- ➓ Customized interview grading tool



# References

|                                                           |                                                                                                                                                                                                                         |
|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Junction City, KS /Pat Landes, Mayor</b><br>700 N. Jefferson, Junction City, KS 66441<br>(785) 223-6091, <a href="mailto:pat.landes@jcks.com">pat.landes@jcks.com</a><br>Pop. 25,000, Annual Budget \$141.9M |
| Project name                                              | Executive recruitment for City Manager                                                                                                                                                                                  |
| Project description                                       | Performed national executive recruitment services to recruit for a City Manager to be a part of Junction City's Executive Team.                                                                                         |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                 |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                    |

|                                                           |                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Alliance, NE /Seth Sorensen, City Manager</b><br>324 Laramie Avenue, P.O. Box D, Alliance, NE 69301<br>(308) 762-5400, <a href="mailto:ssorensen@cityofalliance.net">ssorensen@cityofalliance.net</a><br>Pop. 9,000, Annual Budget \$3.75M |
| Project name                                              | Executive recruitment for Chief of Police                                                                                                                                                                                                             |
| Project description                                       | Performed national executive recruitment services to recruit for a Chief of Police to be a part of Alliance's Executive Team.                                                                                                                         |
| Position or capacity on the project                       | GPS Partner, Chris Lowe, served as Project Manager for this recruitment                                                                                                                                                                               |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                                  |

|                                                           |                                                                                                                                                                                                                                |
|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of DeSoto, TX /Mayor Rachel Proctor</b><br>211 East Pleasant Run Road, DeSoto, TX 75115<br>(972) 274-2489, <a href="mailto:rproctor@desototexas.gov">rproctor@desototexas.gov</a><br>Pop. 56,583, Annual Budget \$181M |
| Project name                                              | Executive recruitment for City Manager                                                                                                                                                                                         |
| Project description                                       | Performed national executive recruitment services to recruit for a City Manager to be a part of DeSoto's Executive Team.                                                                                                       |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                        |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                           |

|                                                           |                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Duncanville, TX /Todd Siegel, Director of Human Resources</b><br>203 E. Wheatland Road, Duncanville, TX 75116<br>(972) 780-5095, <a href="mailto:todd.siegel@duncanvilletx.gov">todd.siegel@duncanvilletx.gov</a><br>Pop. 40,706, Annual Budget \$94M |
| Project name                                              | Executive recruitment for Director of Finance                                                                                                                                                                                                                    |
| Project description                                       | Performed national executive recruitment services to recruit for a Director of Finance to be a part of Duncanville's Executive Team.                                                                                                                             |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                                                          |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                                             |

|                                                           |                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Grand Island, NE /Aaron Schmid, Director of Human Resources</b><br>100 East First Street, Grand Island, NE 68801<br>(308) 385-5444, <a href="mailto:aarons@grand-island.com">aarons@grand-island.com</a><br>Pop. 52,335, Annual Budget \$273M |
| Project name                                              | Executive recruitment for Public Utilities Director                                                                                                                                                                                                      |
| Project description                                       | Performed national executive recruitment services to recruit for a Public Utilities Director to be a part of Grand Island's Executive Team.                                                                                                              |
| Position or capacity on the project                       | GPS Partner, Chris Lowe, served as Project Manager for this recruitment                                                                                                                                                                                  |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                                     |

|                                                           |                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Grand Island, NE /Aaron Schmid, Director of Human Resources</b><br>100 East First Street, Grand Island, NE 68801<br>(308) 385-5444, <a href="mailto:aarons@grand-island.com">aarons@grand-island.com</a><br>Pop. 52,335, Annual Budget \$273M |
| Project name                                              | Executive recruitment for City Administrator                                                                                                                                                                                                             |
| Project description                                       | Performed national executive recruitment services to recruit for a City Administrator to be a part of Grand Island's Executive Team.                                                                                                                     |
| Position or capacity on the project                       | GPS Partner, Chris Lowe, served as Project Manager for this recruitment                                                                                                                                                                                  |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                                     |

|                                                           |                                                                                                                                                                                                                        |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>Town of Prosper, TX / David Bristol, Mayor</b><br>250 W. First Street, Prosper, TX 75078<br>(972) 965-0446, <a href="mailto:dbristol@prospertx.gov">dbristol@prospertx.gov</a><br>Pop. 37,746, Annual Budget \$102M |
| Project name                                              | Executive recruitment for Town Manager                                                                                                                                                                                 |
| Project description                                       | Performed national executive recruitment services to recruit for a Town Manager to be a part of Prosper's Executive Team.                                                                                              |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                   |

|                                                           |                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Janesville, WI / Paul Benson, Council President</b><br>18 N. Jackson Street, Janesville, WI 53548<br>(608) 352-8010, <a href="mailto:bensonp@ci.janesville.wi.us">bensonp@ci.janesville.wi.us</a><br>Pop. 65,942, Annual Budget \$128M |
| Project name                                              | Executive recruitment for City Manager                                                                                                                                                                                                            |
| Project description                                       | Performed national executive recruitment services to recruit for a City Manager to be a part of Janesville's Executive Team.                                                                                                                      |
| Position or capacity on the project                       | GPS Partner, Chris Lowe, served as Project Manager for this recruitment                                                                                                                                                                           |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                              |

|                                                           |                                                                                                                                                                                                                                  |
|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of La Grange, TX / Jan Dockery, Mayor</b><br>151 S. Banner Street, Elizabeth, CO 80107<br>(979) 968-5805, <a href="mailto:citysecretary@cityoflg.com">citysecretary@cityoflg.com</a><br>Pop. 15,978, Annual Budget \$18M |
| Project name                                              | Executive recruitment for City Manager                                                                                                                                                                                           |
| Project description                                       | Performed national executive recruitment services to recruit for a City Manager to be a part of La Grange's Executive Team.                                                                                                      |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                          |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                             |

|                                                           |                                                                                                                                                                                                                                       |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of DeSoto, TX / Brandon Wright, City Manager</b><br>211 East Pleasant Run Road, DeSoto, TX 75115<br>(972) 230-9644, <a href="mailto:bwright@desototexas.gov">bwright@desototexas.gov</a><br>Pop. 55,913, Annual Budget \$129M |
| Project name                                              | Executive recruitment for City Manager                                                                                                                                                                                                |
| Project description                                       | Performed national executive recruitment services to recruit for a Public Utilities Director to be a part of DeSoto's Executive Team.                                                                                                 |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                               |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                  |

|                                     |                                                                                                                                                                                                                                       |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact     | <b>City of DeSoto, TX / Brandon Wright, City Manager</b><br>211 East Pleasant Run Road, DeSoto, TX 75115<br>(972) 230-9644, <a href="mailto:bwright@desototexas.gov">bwright@desototexas.gov</a><br>Pop. 55,913, Annual Budget \$129M |
| Project name                        | Executive recruitment for Library Director                                                                                                                                                                                            |
| Project description                 | Performed national executive recruitment services to recruit for a Library Director to be a part of DeSoto's Executive Team.                                                                                                          |
| Position or capacity on the project | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                                               |

|                                                           |      |
|-----------------------------------------------------------|------|
| Related litigation, administrative proceedings, or claims | None |
|-----------------------------------------------------------|------|

|                                                           |                                                                                                                                                           |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>City of Hutto, TX / Stacy Schmitt, Assistant to the City Manager</b><br>500 West Live Oak Street, Hutto, TX 78634<br>Pop. 40,943, Annual Budget \$315M |
| Project name                                              | Executive recruitment for Chief of Police                                                                                                                 |
| Project description                                       | Performed national executive recruitment services to recruit for a Chief of Police to be a part of Hutto's Executive Team.                                |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                   |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                      |

|                                                           |                                                                                                                                                                                                        |
|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>Aubrey Municipal Development District, Aubrey, TX / Jesse Auer, President</b><br>107 S. Main Street, Aubrey, TX 76227<br>(940) 440-9343, <a href="mailto:jauer@aubreytx.gov">jauer@aubreytx.gov</a> |
| Project name                                              | Executive recruitment for Executive Director                                                                                                                                                           |
| Project description                                       | Performed national executive recruitment services to recruit for a Executive Director to be a part of Aubrey's MDD Team.                                                                               |
| Position or capacity on the project                       | GPS Partner, Bret Bauer, served as Project Manager for this recruitment                                                                                                                                |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                   |

|                                                           |                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Owner/address/telephone contact                           | <b>Town of Elizabeth, Colorado / Megan Vasquez, Mayor</b><br>151 S. Banner Street, Elizabeth, CO 80107<br>(303) 646-4166, <a href="mailto:megan.vasquez@townofelizabeth.org">megan.vasquez@townofelizabeth.org</a><br>Pop. 2,500, Annual Budget \$16M |
| Project name                                              | Executive recruitment for Town Administrator                                                                                                                                                                                                          |
| Project description                                       | Performed national executive recruitment services to recruit for a Town Administrator to be a part of Elizabeth's Executive Team.                                                                                                                     |
| Position or capacity on the project                       | GPS Partner, Chris Lowe, served as Project Manager for this recruitment                                                                                                                                                                               |
| Related litigation, administrative proceedings, or claims | None                                                                                                                                                                                                                                                  |

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## Testimonials

***"GPS did a great job throughout our search for a new city manager. Their timeline was clearly laid out. They wanted our input for the type of qualified leader we were looking for and carefully screened the candidates with a nationwide search. Bret provided consistent and clear communication of the steps throughout the process. Additionally, GPS helped us find an interim city manager until our position was filled. The candidates were also pleased with how they were treated during the interviews. GPS was always available to assist with any questions or concerns. I would highly recommend GPS!"*** – Pat Landes, Mayor of Junction City, Kansas

*"When we needed to hire a search firm for our next City Manager, our HR director recommended several firms. What initially attracted me to GPS was their track record of working with communities of different sizes and different areas of the country. We really wanted to find the best candidate and didn't want to limit ourselves. Next, I really loved that the two partners were both former city managers and had been through this process before on the other side. Chris and his team at GPS exceeded my expectations. First, they worked with us to create a process that worked for our City Council. They were very organized and kept us up to date on their work. Then they brought us a really strong group of candidates. And when I compared our candidate pool to some other local communities who were also going through the hiring process, I was very impressed. Finally, when it came to do the interviews and final negotiations, Chris's expertise and advice was instrumental. He helped us hire the right person and served as a liaison to make the negotiation process go more smoothly. I give Chris and GPS the absolute highest recommendation."* - Paul Benson, Council President of Janesville, Wisconsin

*"Government Professional Solutions (GPS) and specifically Bret Bauer exceeded my expectations during our search for a new Town Manager. Bret brought years of experience in municipal government as well as a vast network of potential candidates to the search. Not only did he accomplish the task, he did it in a professional, expeditious and cost effective method. His attention to detail and clear sense of the urgency of the need was critical to our council and to the candidates. I strongly recommend GPS and will utilize them if needed in the future."* - David Bristol, Mayor of Prosper, Texas

*"As a Trustee of the Town of Elizabeth, Colorado, I am pleased and honored to write on behalf of Chris Lowe and his partner, Bret Bauer, of Government Professional Solutions. GPS was chosen to conduct the search effort for a permanent Town Administrator who could restore confidence for the staff and the community within an atmosphere of doubt. The decision to engage Chris and Bret was easy, given their individual backgrounds in city management and boots on the ground experience. Almost immediately upon their selection, our currently serving Interim Administrator accepted a permanent position closer to his home, and the Town was once again without daily leadership. Chris offered GPS' services to serve in this role while they continued the search for a permanent Administrator. My personal view is that this was an unexpected blessing, as in this way Chris could not only utilize his professional expertise in the search effort but would also come to know the subtle nuances of our Board, the organization, and the community to identify the perfect pool of candidates. Additionally, the Board engaged GPS to conduct the search effort to fill the vacant position of Community Development Director. Chris led us on a remarkable journey of discovery as to how to function at our highest level as a Board of Trustees, beginning with a series of strategic planning workshops to identify first: who we are as a community; and secondly: what are the values we embrace and how can we best preserve and protect them. Chris allowed us to explore myriad ideas while sharpening the focus on how those ideas reflect our values and goals. Never had we participated in such an important exercise, and the experience established unity and helped build consensus among Board members that had earlier struggled with distrust and dissonance. Chris and Bret shepherded us through the process of evaluating the many highly qualified candidates they attracted*



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for us to consider, and we selected someone whom I believe will be not only a neighbor but an exceedingly engaged contributor serving our community of residents and business owners. This of course signaled a conclusion to the tremendously productive time spent with Chris, but it is my hope that we will maintain our relationship with future engagements, especially with respect to strategic planning and budget workshops that were invaluable and frankly life-changing for our Board and staff. **I wholeheartedly recommend Government Professional Solutions for their firsthand professional expertise and experienced understanding of the unique challenges facing municipalities. They truly create the solutions needed for those striving to do their best for the communities in which they serve.**" - Tammy Payne, Trustee of Town of Elizabeth, Colorado

"Chris Lowe, with Government Professional Solutions, was **professional, enthusiastic, and showed great dedication to the Town's search for their next Town Administrator**, while taking on the role as the Interim Town Administrator. He provided team management skills and a hands-on approach to ensure the sustainability of the town, staff and board." - Megan Vasquez, Mayor of Town of Elizabeth, Colorado

"I'm writing this letter of recommendation on behalf of Bret Bauer, Partner & Co-Founder of Government Professional Solutions ("GPS") who I have had the pleasure of working with over the past 7 months related to our Chief Financial Officer placement with the City of Hutto, and our most recent placement for a Director of Public Works & Engineering. Bret (along with his colleague Chris Lowe) have been extremely thorough with the recruitment process from inception to negotiating and extending the offer. **Bret's experience of serving in city management roles has been extremely beneficial, as he understands the needs of city government experience for these types of placements, which is most valuable during the screening process.** This streamlines my time as the City Manager to focus on City issues, as I know we are in good hands, as Bret takes the time needed to figure out exactly the type of background and personality we are in search of for any given position, and only presents those top-notch candidates meeting our criteria. GPS creates the hiring brochure, which is necessary to initially attract potential candidates, and is meticulous in their overall screening process and always carves out time to answer any questions I might have during the process. They have great attention to detail, and a great pool of candidates. This is the reason I have continued to use GPS for other placements within the City of Hutto. **I would highly recommend Government Professional Solutions to any City or Government entity looking to recruit for executive-level positions.**" - Warren Hutmacher, City Manager of Hutto, Texas

"As the former mayor of Gun Barrel City, Texas, it was my pleasure to work with Bret Bauer, our city manager, for over four years. Bret had the experience and background to immediately work on and solve problem areas within our city infrastructure. It took no time at all for Bret to gain the trust and admiration of the city employees. **Cities are faced daily with problems that require outside professional help. These professional(s) must have firsthand knowledge of how municipalities operate. Mr. Bauer and Mr. Lowe have that knowledge from their years of working for and with cities. GPS is the company any city can depend on for help when help is needed.**" - Jim Braswell, Former Mayor of Gun Barrel City, Texas

"In government, there are two types of leaders; those that are interested in getting the job done, and those afraid to tackle the tough problems. In my twenty plus years of work with governmental entities, I can say that Chris Lowe was among the best and most committed to getting the job done. Chris has a keen ability to find the right tool and the right path to solve a variety of problems, whether negotiation with an employee group, transition of the City to an updated or automated process or responding to a politically charged community issue. Strength of character and integrity are hallmarks of how Chris approaches his work. His research and presentations to elected officials are thorough, data driven, and effective. I have watched him build consensus

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around difficult problems and implement solutions that have carried his communities forward through tough challenges. ***If your community has a problem in search of a solution, Chris Lowe can navigate those waters with your organization and help you find your port in a storm.***” - Douglas B. Harris, City Attorney, Harris, Harris, & Sommer, LLC

*“I had the pleasure to offer Chris Lowe the position as City Administrator for Baldwin City, Kansas early on in my term as Mayor. I felt that the experiences and energy that he could bring to our community would be extremely impactful, but I had no idea on how impactful it would ultimately be. Chris was so eager to learn so much about our community. He jumped into our utility enterprise, which included electrical generation as well as water and wastewater treatment. He handled all the challenges that those entities bring to City Management, very effectively. He developed personal relationships that last to this day. He built and developed a great team of professionals that carried out the combined vision that he and the City Council had for the community. One can drive around our community and in a very short distance, can see the enormity of the projects that have Chris’s imprint. When you communicate the vision to Chris, you can be assured that he will bring that vision to life. He also is a consensus builder and works effectively to build relationships with other governmental agencies. I am proud that we had Chris in our community and so proud of the work he led to make our community even better.”* - Ken Wagner, Former Mayor of Baldwin City, Kansas

*“Chris Lowe has the unique ability to identify and attract key individuals in any organization and knows how to best utilize their skills to achieve the best results possible. His outstanding leadership abilities are very well-suited for any team environment, and he is a proven leader in all areas of municipal government. **I highly recommend Chris and his team to lead and guide any community forward through the unique problems that constantly present themselves.**”* - Jeff Kaiser, Former Mayor & Trustee, Town of Monument

## Agreement to use Ankeny’s contract

GPS is happy to execute a standard contract form provided by the City or if preferred, we can provide our standard engagement agreement. GPS further acknowledges that our firm maintains, or will acquire, the minimum or greater of the insurance limits required.



# Agreement to complete project according to project schedule

The timeline at right provides a general breakdown of tasks, milestones, and timeframes to support a thorough and successful recruitment process.

This timeline is a suggestion only and we will work with you to finalize and approve an exact timeline.

## SUGGESTED TIMELINE

**City of Ankeny  
City Manager  
Executive Search Services**

The City will be asked to approve a final timeline before any recruitment begins, the timeline may be lengthened, if so desired



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## Overall cost and value of project

GPS offers a firm, fixed fee of \$24,500 to conduct each professional executive search, ***which includes all our expenses and costs.***

In other words, the only thing you will pay GPS is the agreed upon fee. This includes costs for professional graphic design, background and academic verification, and consultant travel and expenses. This means the only other costs you will be responsible for are the costs associated with the candidates' (and spouses, if invited) travel, accommodations, and meals for the interview process.

The advantage to you is you know exactly what you will pay and do not have to worry about reviewing costs associated with the project.

We will bill the fee as the phases are completed and according to the following schedule:

- \$12,500 upon execution of contract
- \$8,000 upon selection of group of semi-finalists
- \$4,000 upon completion of negotiations with final candidate

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## Appendix

Appendix includes:

Sample City Manager search report (Final Candidate Report)

Sample recruitment brochure

Sample questionnaire (candidate and due diligence)

Resumes (Chris Lowe & Bret Bauer)

Certificate of insurance

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# Final Candidate Report for



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Below are the documents in this Final Candidate Report:

Ideal Candidate Profile  
Recruitment Brochure  
Marketing Media (Job Advertisement)  
Master Applicant List (Selection Grading Criteria Matrix)  
Interview Schedule  
Cover Letter  
Resume  
Candidate Questionnaire  
Due Diligence Questionnaire  
Zoom Video Recording (already provided)  
Background Summary  
Internet Research  
YouTube Research  
Email Correspondence

## Town of Prosper, Town Manager Candidate Profile

The Town Manager shall be someone with confidence borne from expertise and experience in Texas, possessing a calm and approachable demeanor. He/she will have outstanding leadership skills, a management style who can work as an active part of a team, be a strategic thinker and listener, is trustworthy, and dependable. He/she will be a servant leader and always demonstrate honesty, integrity, fairness, and diplomacy. The Town Manager will be friendly, humble, calm and collected, even during chaos, and will desire to immerse themselves in and be a part of this community. Someone who is an expert in being a good person.

The Town Manager will be a motivator who will work collaboratively with staff and empower them. This person will possess a positive and supportive management style who can build staff up. He/she will be the voice for staff with Council and the public. He/she will be respectful of all, mentor, set priorities, provide resources, have high expectations and ensure accountability. This person will encourage teamwork and is comfortable getting in the trenches to get the job done. While this person will be a leader of the staff he/she will also be a hands on project manager.

He/she will be professional, but also friendly and outgoing with a sense of humor. This person must have outstanding communication skills, both verbal and written. Will be gifted in making clear and concise presentations to the Town Council and public. The Town Manager must be able to lead and guide the Council without taking sides or playing politics, always providing their best professional recommendations. He/she will have a strong financial and budgeting background and will ensure the financial data is accurate every time, all the time. Experience managing a growth environment in residential and commercial development. Including planning, growing, and meeting infrastructure needs. He/she must have the skills to, in coordination with the economic development, develop, negotiate and implement incentive and development agreements.

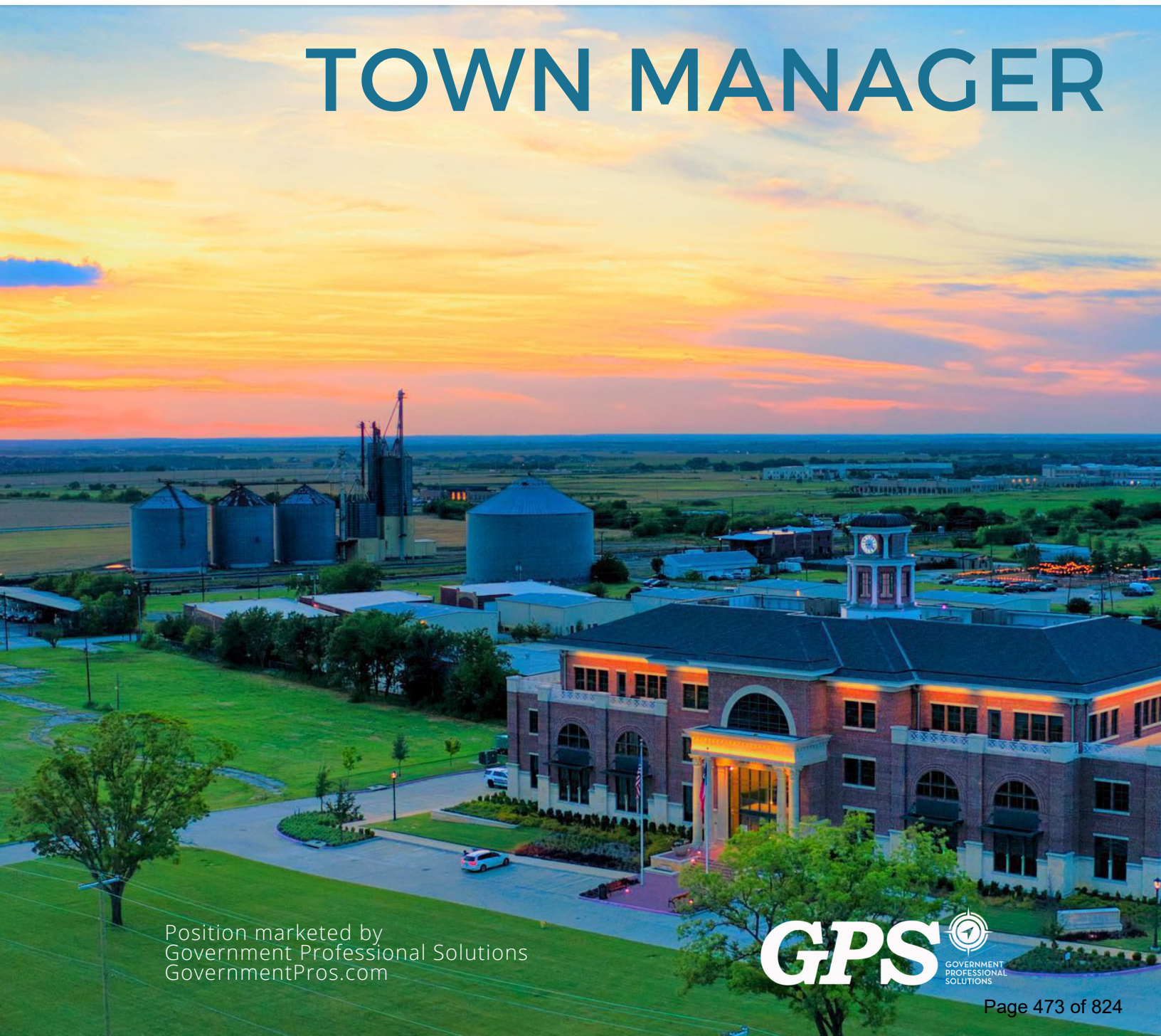
The Town Manager will have a Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field and a minimum of 7 years of progressively responsible management and supervisory experience as a city/town or county manager for a similar size population base or as an Assistant or Deputy in a larger community. A Master's degree in Public Administration or Business Administration or related field is preferred. Current member of ICMA and TCMA in good standing.





The Town of Prosper, Texas is hiring a

# TOWN MANAGER



Position marketed by  
Government Professional Solutions  
[GovernmentPros.com](http://GovernmentPros.com)



# WELCOME TO THE TOWN OF PROSPER, TEXAS

## Community

The Town of Prosper is a fast growing community offering a high quality of life, where neighbors know each other and kids can play in a safe, friendly community.

With its proximity to the Dallas/Fort Worth area, the Town of Prosper has been an especially attractive place to put down family roots for CEOs and executives, and top tech and medical talent. The Town's annual growth rate has been between 9% and 13% for the past five years.

## Location

North of Dallas, Prosper is located less than 30 minutes from 2 major airports: Dallas Love Field and Dallas/Fort Worth International. The Town is just 35 miles from Downtown Dallas and 55 miles from Fort Worth. Prosper's land area is 27 square miles.

## Demographics

Population: 35,430, with a total buildout projection of 70,000 residents by 2040

|                                                                                     |                                          |               |
|-------------------------------------------------------------------------------------|------------------------------------------|---------------|
|  | Median Household Income                  | \$153,777     |
|  | Median Earnings/Worker                   | \$85,560      |
|  | Median Housing Value                     | \$436,600     |
|  | Median Monthly Owner Cost with Mortgages | \$2,921/month |
|  | Median Monthly Rent                      | \$1,482/month |
|  | Owner-Occupied Housing                   | 86.5%         |
|  | Prosper Residents with Health Insurance  | 95.4%         |

## History

The Town of Prosper began as a farming community in Collin County in the early 1900s. In its early years, the town was also a central stop for the railroad between Dallas and Sherman. Prosper was incorporated in 1914 with a population of 500.

## Entertainment and recreation

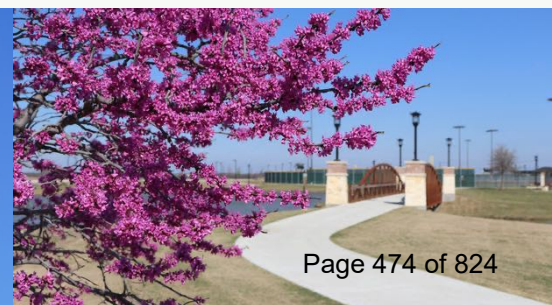
Prosper prides itself on having parks and recreation facilities that promote healthy lifestyles for all ages and enhance property values.

The Town is home to more than 350 acres of park, including open spaces, recreational venues, athletic facilities, and tennis courts. More than 30 miles of hike and bike trails weave throughout Prosper with plans for additional trails.

Frontier Community Park features a major sports complex with lighted natural and turf fields for a variety of sports. Other features include trails, pavilion, concessions, catch and release pond, splash pad, and Windmill Playground.

With Prosper's signature, historical grain silos adjacent to an impressive Town hall, inviting Food Truck Park, and welcoming outdoor space, Downtown Prosper is home to one-of-a-kind boutique stores, restaurants, and services. Downtown Masterplan was recently adopted and is currently being implemented.

Prosper also offers a wide array of nationally recognized retail stores and restaurants.





## Business and Commerce

The Town of Prosper is a fast growing community with a strong pro-business mindset. The area's top employers are:

- Prosper ISD
- Lowe's
- Kroger
- Cook Children's
- Town of Prosper
- Dick's S.G./Field & Stream
- Walmart
- Longo Toyota
- Chick-fil-A
- Texas Health Resources



## Education

Among Prosper residents 25 and older, 58% have earned a Bachelor's degree or higher level of education. Another 27% of the 25+ population have an Associate's degree or at least some college, and 98% are high school graduates.

Most of Prosper's geographic area is located in the boundaries of the Prosper Independent School District (PISD). Prosper ISD is located in both Collin and Denton Counties and serves students living in Prosper, Celina, McKinney, Frisco, and Aubrey.

Prosper ISD is a top rated public school system, ranking #10 on *Niche.com's* 2023 Best School Districts in Texas. As an accredited district, PISD develops and graduates motivated, academically prepared individuals with the strength of character to make contributions to a rapidly-changing society through an educational system that maintains high expectations, provides quality instruction, and establishes a safe, orderly learning environment.

Prosper ISD continues to be one of the fastest-growing school districts in Texas. In 2021-2022, the district had more than 22,000 students and more than 2,600 staff members serving 14 elementary schools, 4 middle schools, and 2 high schools. By buildout, the district is expected to have 28-30 elementary campuses, 9-10 middle schools, and 4-5 high school campuses.

Support for Prosper ISD is strong. A school bond election in May 2019 was approved by 85% of those who voted. The majority of the \$1.337 billion bond – specifically 84% – funds the building of new school facilities.

Prosper ISD is among only 250 school districts in the United States and Canada, and only 17 school districts in the State of Texas named to the College Board AP District Honor Roll. 29 Advanced Placement (AP) courses, 20 Pre-AP courses, and 10 dual credit courses are offered at the high school level.

Prosper is home to championship teams, and to Children's Health Stadium. Opened in August 2019, the \$52 million facility houses the football stadium, natatorium, and meeting facilities.

## Government

The Town of Prosper is a home rule town with a mayor and six council members who are elected at large for three-year terms. The Town Manager serves as Chief Administrative Officer to Prosper and is responsible to the council.

*"Prosper is a place where everyone matters."* The Town of Prosper strives to be a place where every resident has a voice, where decisions are made in the best interest of everyone, and where government is open and transparent. The municipal departments each play a role enriching the Town and supporting the residents.

## Prosper Community Vision

Prosper is a community committed to excellence. It is a high-quality, family-oriented community maintaining a visually aesthetic open feel with job-producing, economically sustainable commercial development directed to the Town's major transportation corridors, all while maintaining strong fiscal responsibility, and meeting the infrastructure needs of the Town.

## Prosper Strategic Vision 2036

- Prosper 2036 has a small town relationship/feeling that is a family-friendly community.
- Prosper 2036 is a beautiful and safe community.
- Prosper 2036 is a high-value residential community with a quaint and cool downtown and a dynamic tollway corridor.
- Prosper 2036 has leisure experiences for all.

## Fiscal Year 2021-2022 Budget Highlights

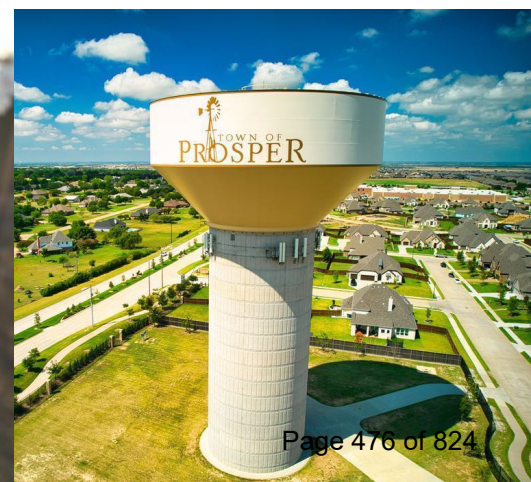
- First year accelerated implementation of \$210 million bond program (\$40 million versus \$21 million)
- \$.01 decrease in property tax rate
- No increase in utility rates for Town customers
- Continued growth in property tax and sales tax
- Continued staff additions to public safety

## Fiscal Year 2022-2023 Appropriations Highlights

- Total Appropriations-Operating Budget: \$95,616,751
- General Fund: \$51,833,412
- Debt Service Fund: \$12,911,163
- Water & Sewer Fund: \$28,112,759
- Drainage Utility Fund: \$2,500,000
- Capital Improvement Fund: \$58,295,000
- Capital Dedication Levy: \$6,700,000

## Current Project Highlights

- Many road projects
- Water and sewer infrastructure
- New fire stations
- Downtown Masterplan implementation
- Raymond Community Park and other park projects
- Implementing town-wide ERP systems
- Updating Comprehensive Plan





Under the direction of the Town Council, the Town Manager serves as Chief Administrative Officer of the Town and oversees the daily operations of the Town. The Town Manager is responsible to the Town Council for administration of all the affairs of the Town, with only those exceptions that are named in the Town Charter. Example duties include:

## **Town Council**

- Attend all Town Council meetings, with the right to take part in discussion.
- Keep Town Council fully advised as to financial conditions and future needs, and make recommendations.
- Prepare agenda items for, and give presentations to Town Council and Boards and Commissions.
- Inform Town Council of all work-related activities.

## **Administration**

- Direct and supervise administration of 347 total number of town employees, all departments, offices, and agencies, except as otherwise provided by law or the Town Charter.
- Consult and direct all Town employees in solving administrative and operational problems, and developing and implementing changes in organizational structure, policies, or procedures to meet operational and fiscal goals.
- Make reports concerning the operations of Town departments, offices, or agencies.

## **Economic Development**

- Develop and negotiate Town economic development agreements as needed in coordination with the Prosper Economic Development Corporation.
- Oversee, through various departments, construction projects designed to enhance Town infrastructure effectiveness and support economic development projects.
- Promote Town programs, activities, services, and business opportunities.

## **Financial**

- Oversee preparation of and recommend the annual budget and capital program, and administer the budget as adopted.
- Administer operating and capital budget duties, including establishing policies for carrying out budget directives and reviewing operating and capital budgets periodically to analyze trends.

- Assure Town operations are performed within budget; prepare cost control activities; monitor revenues and expenditures to assure sound fiscal control; and ensure efficient use of Town budget funds, personnel, materials, facilities, technology, and time.

## **Human Resources**

- Appoint, suspend, and remove all Town employees and appointive administrative officers, except as otherwise provided by law.
- Provide guidance and support to all departments regarding employee development and furthering the organizational culture of the Town.

## **Planning**

- Develop long and short-range plans for all Town operations.
- Identify more efficient and effective ways of accomplishing Town service delivery.
- Plan, coordinate, and direct the work of Town departments through delegation of authority and responsibility to department executive directors and directors.

## **Policy and Procedure**

- See that all state laws and Town ordinances are effectively enforced.
- Review applicable federal, state, and local laws, ordinances, and regulations for compliance and make recommendations.
- Administer policies and procedures within the Town and ensure that appropriate linkages exist between budget goals, purchasing procedures, and funding limitations and service levels adopted to meet specific departmental and Town Council goals.
- Adhere to personnel, safety, and other policies and procedures.

## **Public Relations**

- Develop positive relationships and coordinate Town affairs with federal, state, and local entities and agencies, civic and private groups, and residents.
- Working with staff, respond to and resolve resident and development inquiries and concerns and negotiate and resolve controversial issues.

- Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Public Policy, or related field required (Master's degree preferred).
- Minimum seven years experience of progressively responsible management and supervisory experience as a city/town or county manager for a similar size population base, or as an Assistant or Deputy in a larger community.
- Current member of International City/County Management Association (ICMA) and Texas City Management Association (TCMA) in good standing.
- Strong financial and budgeting background with ability to ensure financial data is accurate every time, all the time.
- Strategic thinker.
- Experience managing a growth environment in residential and commercial development, including planning, growing, and meeting infrastructure needs.
- Skills to develop, negotiate, and implement incentive and development agreements (in coordination with economic development).
- Gifted at making clear and concise presentations to Town Council and the public.
- Outstanding communication skills, both verbal and written.
- Outstanding leadership skills.
- Servant leader who always demonstrates honesty, integrity, fairness, and diplomacy.
- Motivator who works collaboratively with and empowers staff.
- Positive and supportive management style that builds staff up, is respectful of all, provides mentoring, sets priorities, provides resources, has high expectations, and ensures accountability.
- Hands-on project manager who encourages teamwork and can work as an active part of a team.
- Able to lead and guide Town Council by providing options and building consensus; always providing the best professional recommendations.
- Calm and approachable demeanor, active listener, and remains cool and collected.
- Trustworthy and dependable.
- Professional, while also friendly and outgoing with a sense of humor.
- Desire to immerse oneself in and be a part of the community.

## HOW TO APPLY

**Compensation:** Annual base salary will depend on qualifications but is expected to be in the range of \$230,000 to \$260,000. Position also includes a car allowance, TMRS with a 2 to 1 match as well as a generous contribution to a health, dental, vision, and life insurance package.

**To apply,** please email your cover letter and resume in .pdf format by Friday, November 18, 2022, 5 pm CST, to [bbauer@governmentpros.com](mailto:bbauer@governmentpros.com). Position is open until filled. Faxed and mailed submissions will not be considered. Direct questions to Bret Bauer at 316-207-0688 or [bbauer@governmentpros.com](mailto:bbauer@governmentpros.com).

For additional information about the Town of Prosper, please visit:

[ProsperTX.gov](http://ProsperTX.gov)

[Facebook.com/prosperTX](https://Facebook.com/prosperTX)

[Prosperedc.com](http://Prosperedc.com)

[Prosper-isd.net](http://Prosper-isd.net)

*The Town of Prosper is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the Town's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*

Town of Prosper, Texas  
Town Manager

The Town of Prosper is a fast growing community offering a high quality of life, where neighbors know each other and kids can play in a safe, friendly community.

With its proximity to the Dallas/Fort Worth area, the Town of Prosper has been an especially attractive place to put down family roots for CEOs and executives, and top tech and medical talent. The Town's annual growth rate has been between 9% and 13% for the past five years.

The Town Manager is responsible to the Prosper Town Council for maintaining and operating the Town in a professional manner and administration of all Town affairs. This position manages and directs the day-to-day operations of the Town based on the ordinances and policies established by the Town Council. The Town Manager oversees operation of the Town's departments, including Building Inspection, Communication & Community Engagement, Economic Development, Engineering, Finance, Fire, Health & Code Compliance, Human Resources, Library, Municipal Court, Parks & Recreation, Planning, Police, Public Works, Purchasing, Stormwater Management, Town Secretary, Utility Billing/Trash & Recycling, and Water Conservation. This position is responsible for a \$95.6M operating budget.

This position also works closely with community members, local school members, and is highly visible at community events.

Please use the following link to apply: [Please Click Here to Apply](#)

For more information about this position, please reach out to Bret Bauer, GPS Partner at [bbauer@governmentpros.com](mailto:bbauer@governmentpros.com)  
(316) 207-0688

# Town of Prosper, Town Manager Candidate Selection Criteria (Matrix)

Evaluator: Bret Bauer

Scoring: 1-10 with 10 being the highest

Categories are weighted & equal 100

|  | Experience: Relevance of previous management experience & success with a similar organization | Education: Relevant Education and/or Training | Philosophy & Approach: Candidate's ability to manage and implement Council objectives | Accomplishments: Previous accomplishments demonstrating leadership, teamwork, empowering staff & innovation | Versatility: Broad organizational knowledge (including budgeting, managing growth & economic development, strategic planning & leadership development) | Longevity: Candidate's previous record of serving an organization long-term | Presentation: Candidate's overall resume/application approach (organization, legibility, literacy) | TOTAL SCORE | Semi-Finalist | Finalist |
|--|-----------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-------------|---------------|----------|
|  | (25%)                                                                                         | (15%)                                         | (20%)                                                                                 | (10%)                                                                                                       | (20%)                                                                                                                                                  | (5%)                                                                        | (5%)                                                                                               |             |               |          |
|  | 6.0                                                                                           | 10.0                                          | 7.0                                                                                   | 7.0                                                                                                         | 7.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 7.45        |               |          |
|  | 5.0                                                                                           | 9.0                                           | 5.0                                                                                   | 6.0                                                                                                         | 6.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.40        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 3.0                                                                                   | 4.0                                                                                                         | 3.0                                                                                                                                                    | 3.0                                                                         | 9.0                                                                                                | 4.10        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 8.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 8.45        |               |          |
|  | 0.0                                                                                           | 9.0                                           | 3.0                                                                                   | 5.0                                                                                                         | 3.0                                                                                                                                                    | 3.0                                                                         | 10.0                                                                                               | 4.10        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 8.0                                                                                                         | 7.0                                                                                                                                                    | 9.0                                                                         | 10.0                                                                                               | 8.00        |               |          |
|  | 9.0                                                                                           | 10.0                                          | 8.0                                                                                   | 8.0                                                                                                         | 9.0                                                                                                                                                    | 9.0                                                                         | 10.0                                                                                               | 8.95        | Yes           | Yes      |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 8.05        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 6.0                                                                                   | 7.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.75        |               |          |
|  | 4.0                                                                                           | 10.0                                          | 4.0                                                                                   | 5.0                                                                                                         | 3.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 5.60        |               |          |
|  | 6.0                                                                                           | 10.0                                          | 6.0                                                                                   | 6.0                                                                                                         | 6.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 6.95        |               |          |
|  | 6.0                                                                                           | 9.0                                           | 4.0                                                                                   | 4.0                                                                                                         | 4.0                                                                                                                                                    | 9.0                                                                         | 9.0                                                                                                | 6.00        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 7.0                                                                                   | 8.0                                                                                                         | 5.0                                                                                                                                                    | 10.0                                                                        | 10.0                                                                                               | 8.00        |               |          |
|  | 6.0                                                                                           | 9.0                                           | 6.0                                                                                   | 7.0                                                                                                         | 6.0                                                                                                                                                    | 7.0                                                                         | 9.0                                                                                                | 6.95        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 5.0                                                                                   | 6.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.45        |               |          |
|  | 0.0                                                                                           | 9.0                                           | 3.0                                                                                   | 4.0                                                                                                         | 3.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 4.05        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 8.05        |               |          |
|  | 6.0                                                                                           | 9.0                                           | 6.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 9.0                                                                         | 10.0                                                                                               | 7.40        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 5.0                                                                                   | 5.0                                                                                                         | 7.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.60        |               |          |
|  | 0.0                                                                                           | 0.0                                           | 0.0                                                                                   | 0.0                                                                                                         | 0.0                                                                                                                                                    | 3.0                                                                         | 9.0                                                                                                | 0.60        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 0.0                                                                                                         | 0.0                                                                                                                                                    | 0.0                                                                         | 9.0                                                                                                | 2.45        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 7.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 8.30        |               |          |
|  | 9.0                                                                                           | 10.0                                          | 8.0                                                                                   | 8.0                                                                                                         | 9.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.90        | Yes           | No       |
|  | 9.0                                                                                           | 10.0                                          | 8.0                                                                                   | 9.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.90        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 4.0                                                                                   | 4.0                                                                                                         | 3.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 5.75        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 8.0                                                                                                         | 7.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 7.95        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 10.0                                                                        | 10.0                                                                                               | 8.20        |               |          |
|  | 0.0                                                                                           | 9.0                                           | 0.0                                                                                   | 0.0                                                                                                         | 0.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 2.70        |               |          |
|  | 9.0                                                                                           | 10.0                                          | 8.0                                                                                   | 8.0                                                                                                         | 9.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.90        | Yes           | No       |
|  | 9.0                                                                                           | 10.0                                          | 9.0                                                                                   | 8.0                                                                                                         | 9.0                                                                                                                                                    | 9.0                                                                         | 10.0                                                                                               | 9.10        |               |          |
|  | 5.0                                                                                           | 9.0                                           | 5.0                                                                                   | 7.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.40        |               |          |
|  | 6.0                                                                                           | 10.0                                          | 5.0                                                                                   | 7.0                                                                                                         | 6.0                                                                                                                                                    | 9.0                                                                         | 10.0                                                                                               | 7.15        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 6.0                                                                                   | 5.0                                                                                                         | 6.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.60        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 2.0                                                                                                         | 0.0                                                                                                                                                    | 5.0                                                                         | 9.0                                                                                                | 3.00        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 7.95        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.10        | Yes           | No       |
|  | 0.0                                                                                           | 9.0                                           | 0.0                                                                                   | 4.0                                                                                                         | 0.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 3.25        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 6.0                                                                                   | 5.0                                                                                                         | 7.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 6.80        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 2.0                                                                                                         | 0.0                                                                                                                                                    | 4.0                                                                         | 10.0                                                                                               | 3.00        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 6.0                                                                                   | 7.0                                                                                                         | 6.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 7.40        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.35        |               |          |
|  | 6.0                                                                                           | 9.0                                           | 6.0                                                                                   | 6.0                                                                                                         | 7.0                                                                                                                                                    | 9.0                                                                         | 10.0                                                                                               | 7.10        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 7.0                                                                                                         | 7.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 7.80        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 5.0                                                                                                         | 0.0                                                                                                                                                    | 9.0                                                                         | 9.0                                                                                                | 3.65        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 7.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.20        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 4.0                                                                                                         | 0.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 3.40        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 4.0                                                                                                         | 0.0                                                                                                                                                    | 7.0                                                                         | 9.0                                                                                                | 3.40        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 3.0                                                                                                         | 0.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 3.20        |               |          |
|  | 9.0                                                                                           | 10.0                                          | 9.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.90        | Yes           | Yes      |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 4.0                                                                                                         | 0.0                                                                                                                                                    | 6.0                                                                         | 9.0                                                                                                | 3.35        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 3.0                                                                                                         | 0.0                                                                                                                                                    | 4.0                                                                         | 10.0                                                                                               | 3.15        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 6.0                                                                                                         | 7.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 7.60        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.35        |               |          |
|  | 0.0                                                                                           | 0.0                                           | 0.0                                                                                   | 4.0                                                                                                         | 4.0                                                                                                                                                    | 3.0                                                                         | 9.0                                                                                                | 1.80        |               |          |
|  | 9.0                                                                                           | 10.0                                          | 7.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.60        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 7.0                                                                                                         | 7.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 7.65        |               |          |
|  | 7.0                                                                                           | 9.0                                           | 6.0                                                                                   | 7.0                                                                                                         | 7.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 7.40        | Yes           | No       |
|  | 5.0                                                                                           | 10.0                                          | 5.0                                                                                   | 7.0                                                                                                         | 6.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.75        |               |          |
|  | 6.0                                                                                           | 10.0                                          | 0.0                                                                                   | 7.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.10        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 7.0                                                                                   | 6.0                                                                                                         | 7.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 7.60        |               |          |
|  | 8.0                                                                                           | 10.0                                          | 7.0                                                                                   | 7.0                                                                                                         | 7.0                                                                                                                                                    | 10.0                                                                        | 10.0                                                                                               | 8.15        |               |          |
|  | 9.0                                                                                           | 10.0                                          | 9.0                                                                                   | 8.0                                                                                                         | 9.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 9.05        | Yes           | Yes      |
|  | 7.0                                                                                           | 9.0                                           | 7.0                                                                                   | 6.0                                                                                                         | 7.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 7.30        |               |          |
|  | 5.0                                                                                           | 9.0                                           | 0.0                                                                                   | 6.0                                                                                                         | 3.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 5.20        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 6.0                                                                                                         | 7.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 7.75        |               |          |
|  | 5.0                                                                                           | 10.0                                          | 4.0                                                                                   | 5.0                                                                                                         | 4.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 5.95        |               |          |
|  | 6.0                                                                                           | 10.0                                          | 5.0                                                                                   | 5.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.55        |               |          |
|  | 0.0                                                                                           | 10.0                                          | 0.0                                                                                   | 2.0                                                                                                         | 0.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 3.05        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 8.20        |               |          |
|  | 9.0                                                                                           | 9.0                                           | 9.0                                                                                   | 8.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.70        | Yes           | Yes      |
|  | 6.0                                                                                           | 9.0                                           | 7.0                                                                                   | 7.0                                                                                                         | 6.0                                                                                                                                                    | 7.0                                                                         | 10.0                                                                                               | 7.15        |               |          |
|  | 0.0                                                                                           | 0.0                                           | 0.0                                                                                   | 0.0                                                                                                         | 0.0                                                                                                                                                    | 0.0                                                                         | 10.0                                                                                               | 0.50        |               |          |
|  | 6.0                                                                                           | 10.0                                          | 6.0                                                                                   | 5.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.70        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 8.0                                                                                   | 7.0                                                                                                         | 8.0                                                                                                                                                    | 8.0                                                                         | 10.0                                                                                               | 8.10        |               |          |
|  | 3.0                                                                                           | 9.0                                           | 0.0                                                                                   | 2.0                                                                                                         | 0.0                                                                                                                                                    | 5.0                                                                         | 10.0                                                                                               | 3.60        |               |          |
|  | 7.0                                                                                           | 10.0                                          | 6.0                                                                                   | 6.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 7.10        |               |          |
|  | 6.0                                                                                           | 10.0                                          | 5.0                                                                                   | 4.0                                                                                                         | 5.0                                                                                                                                                    | 6.0                                                                         | 10.0                                                                                               | 6.40        |               |          |

# Town of Prosper, TX

## Town Manager Interview Schedule

**Friday, January 6, 2023**

**Meet at Prosper City Hall Lobby - 250 W. First Street, Prosper, Texas 75078**

**Participating Team Members Meet at 8:30 a.m.**

| Time                                 | *Town Tour/w<br>Designated Town<br>Staff (Meet @<br>Town Hall) | **Candidates<br>Lunch/w Town<br>Staff (PD Multi-<br>Purpose Room) | ***Presentation<br>Exercise (Town<br>Hall Council<br>Chambers) | Town Council & Staff<br>Presentation Debrief<br>(Town Hall Council<br>Chambers) | ****Community Meet &<br>Greet (Town Hall Lobby &<br>Chambers) | *****Council End of<br>Day Debrief (Town<br>Hall Executive<br>Conference Room) |
|--------------------------------------|----------------------------------------------------------------|-------------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------|
| 9:00 a.m. - 11:15 a.m.               | All Finalists                                                  |                                                                   |                                                                |                                                                                 |                                                               |                                                                                |
| 11:15 a.m. - 11:30 a.m. <b>Break</b> |                                                                |                                                                   |                                                                |                                                                                 |                                                               |                                                                                |
| 11:30 a.m. - 12:30 p.m.              |                                                                | All Finalists                                                     |                                                                |                                                                                 |                                                               |                                                                                |
| 12:30 p.m. - 1:00 p.m. <b>Break</b>  |                                                                |                                                                   |                                                                |                                                                                 |                                                               |                                                                                |
| 1:00 p.m. - 2:00 p.m.                |                                                                |                                                                   | Finalist A                                                     |                                                                                 |                                                               |                                                                                |
| 2:15 p.m. - 3:15 p.m.                |                                                                |                                                                   | Finalist B                                                     |                                                                                 |                                                               |                                                                                |
| 3:15 p.m. - 3:30 p.m. <b>Break</b>   |                                                                |                                                                   |                                                                |                                                                                 |                                                               |                                                                                |
| 3:30 p.m. - 4:30 p.m.                |                                                                |                                                                   | Finalist C                                                     |                                                                                 |                                                               |                                                                                |
| 4:45 p.m. - 5:45 p.m.                |                                                                |                                                                   | Finalist D                                                     |                                                                                 |                                                               |                                                                                |
| 5:45 p.m. - 6:15 p.m.                |                                                                |                                                                   |                                                                | Staff, GPS                                                                      |                                                               |                                                                                |
| 6:30 p.m. - 8:00 p.m.                |                                                                |                                                                   |                                                                |                                                                                 | All Finalists                                                 |                                                                                |
| 8:00 p.m. - 8:30 p.m.                |                                                                |                                                                   |                                                                |                                                                                 |                                                               | TC, GPS, ITM                                                                   |

**NOTES:** \* Tour bus and routing planned by Robyn and team; Staff tour guides will be Stuart, Robyn and Hulon. (Bob to do a ride along only)

\*\* Lunch provider / menu...**TBD**; Robyn has lead on coordination.

\*\*\* Presentation is to be 20 minutes plus Q&A time; Subject - "Describe the tools, actions and infrastructure required on the part of the Town to prepare the DNT commercial corridor for development."

\*\*\*Presentations to be recorded by Leigh and posted with to TC SharePoint Site within each candidates folder; post not later than 6:00 p.m.

\*\*\*\* Invitation only; invitees list by TC; e-mail invite to be designed by Communications team; **e-mail invite to go out NLT December 21st**; candidate spouses invited; use 4 high top tables in lobby (2) and chambers (2) for the candidates and let invitees move to each area to meet candidates.

\*\*\*\*\*Michelle - Post meeting with executive session for Town Manager search.

Hotel - OMNI @ The Star; Ron has called Marla for rate / reservation assistance.

**Saturday, January 7, 2023**

**Meet at Prosper City Hall Lobby - 250 W. First Street, Prosper, Texas 75078**

**Participating Team Members Meet at 8:00 a.m.**

| Time                    | Meet/w Town<br>Council (Town<br>Hall Executive<br>Conference<br>Room) | Meet/w<br>Interim Town<br>Manager<br>(Town<br>Manager's<br>Office) | *Candidates<br>Lunch/w Town<br>Council (Town<br>Hall -<br>Community<br>Room) | **Council Interview<br>Debrief (Town Hall<br>Executive Conference<br>Room) |                         |
|-------------------------|-----------------------------------------------------------------------|--------------------------------------------------------------------|------------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------------------|
| 8:30 a.m. - 9:30 a.m.   | Finalist A                                                            | Finalist D                                                         |                                                                              |                                                                            |                         |
| 9:45 a.m. - 10:45 a.m.  | Finalist B                                                            | Finalist A                                                         |                                                                              |                                                                            | Finalist A - [REDACTED] |
| 11:00 a.m. - 12:15 p.m. | Finalist C                                                            | Finalist B                                                         |                                                                              |                                                                            | Finalist B - [REDACTED] |
| 12:30 p.m. - 1:30 p.m.  |                                                                       |                                                                    | All Finalists                                                                |                                                                            | Finalist C - [REDACTED] |
| 2:00 p.m. - 3:00 p.m.   | Finalist D                                                            | Finalist C                                                         |                                                                              |                                                                            | Finalist D - [REDACTED] |
| 3:00 p.m. - 4:00 p.m.   |                                                                       |                                                                    |                                                                              | TC, GPS, ITM                                                               |                         |

**NOTES:** \* Lunch provider / menu...**TBD**; Robyn has lead on lead on coordination.

\*\*Michelle - Post meeting with executive session for Town Manager search.

**Tuesday, January 10, 2023**

**Town Council Meeting - Selection of Town Manager**

**NOTES:** Michelle - Post regular meeting with executive session for Town Manager search.

Have employment contract ready for review.



[REDACTED]

November 15, 2022

Mr. Bret Bauer  
Co-Founder  
Government Professional Solutions

Dear Mr. Bauer:

I am providing this letter and enclosed resume to show my interest in becoming the Town of Prosper Town Manager. I have over twenty-six years of progressive experience in city management, and I believe my background would be a positive fit for the Town of Prosper.

Currently, I am serving as the Nacogdoches City Manager and previously served for over three years as the Deputy City Manager in Denton, Texas and then over eight years as Deputy City Manager for the City of Coppell, Texas. From 2003 to 2009, I worked for the Town of Addison as the Assistant to the City Manager and then Assistant City Manager.

The following are excerpts of why I would be a good fit for Prosper:

- I currently serve as the City Manager in a diverse, full-service city of 33,000 residents that is the County seat and home to Stephen F. Austin State University (SFASU).
- The city budget is \$77 million, with 325 employees. Nacogdoches provides all city services including water, wastewater, and solid waste utilities and a general aviation airport with a flight school for SFASU.
- Prior to Nacogdoches, I served for 24 years in cities located in Dallas-Fort Worth. The most recent was with the City of Denton, which is a fast-growing, full-service, municipality of over 136,000 residents, 1700 employees, and \$1.2 billion operating and capital budget.
- My experience with economic development in fast-growing DFW and delivering excellent city services to a sophisticated and demanding citizenry.
- Years of experience working to bring reinvestment and activities to historic downtowns and working with Main Street and CVB groups.
- My expertise in capital planning and delivery with strategic planning for future growth.
- Working with several Mayors and City Councils over the years and having fostered a cohesive and positive Council-Manager-Staff rapport.
- My resourcefulness and collaboration with the business community, other cities, counties, school districts, universities, non-profits, Councils of Governments, transit authorities, and state agencies.
- Having an enjoyment and personal yearning for civic involvement and volunteerism.
- I deliver organizational excellence by building a city staff that responds with a sense of urgency, is solutions-oriented, is responsive to the City Council and resident's needs.

My philosophy is that municipal service delivery is customer-centric, while promoting a positive organizational culture that cares for each other and fosters professional and personal development.

The challenges cities face is enormous, the high-service demands, economic development growth, and infrastructure needs all with limited resources. I believe that my background working in close knit communities, my personality and work ethic, has prepared me to lead the Town of Prosper into the future.

Enclosed, you will find my resume so that you and the City Council can learn more about my background, work experiences, and qualifications. I welcome the opportunity to discuss further the Prosper Town Manager's position. Please do not hesitate to contact me at [REDACTED]. Thank you for your time and consideration.

[REDACTED]

[REDACTED]

[REDACTED]

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### ***SUMMARY OF QUALIFICATIONS***

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- A purposeful leader with over 26 years of service in municipal government, with twenty-two years of executive/senior leadership.
- An approachable and community-centered person with an emphasis on customer responsiveness.
- An open communicator that has developed an excellent rapport with Mayors & City Council Members, other government policymakers, community, and business leaders.
- Municipal government experience serving in areas including:
  - Budget/Finance                      -Policy implementation                      -Public/Private/Non-profit partnerships
  - HR/Employment relations      -Parks & Recreation                      -Public Safety      -Communications
  - Organizational leadership      -Economic development                      -Strategic planning
  - Town & Gown relations      -Planning & Development                      -Public Works/Utilities/Engineering
- Exceptional in a collaborative environment with an emphasis on leadership development and mentoring.
- Enjoys spending time with family, physical fitness, a foodie, travel, and music, all with a sense of humor.

### ***PROFESSIONAL EXPERIENCE***

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#### **CITY MANAGER**

**AUGUST 2020 - PRESENT**

#### **CITY OF NACOGDOCHES, TX (POPULATION 33,000)**

- Serving as the Chief Executive Officer for a diverse, full-service organization with 325 employees, \$77 million annual budget.
- One of two City Council appointed employees.
- Provides the direction and leadership for all operational aspects of a complex organization.
- A change agent that develops a culture of excellence for residents, customers, business, and fellow employees.
- The final negotiator for economic development recruitments and retention projects.
- Redirected organization and resources towards City Council priorities and initiatives.
- Advanced the strategic review for long-term development for the city and historic downtown.
- Established an emphasis towards community connectedness and collaboration.

#### **Key accomplishments:**

- Directed the concept of establishing organizational core values.
- A fully integrated executive team with positive chemistry and shared leadership model with the CMO.
- Maximized City's financial resources towards re-staffing of key positions in Police, HR, Finance, Engineering, and Planning to enhance operations.
- Refocused resources towards the prioritization for infrastructure investment, neighborhood services, public safety, and quality of life.
- Increased sense of urgency on transparency in staff reporting, delivery of projects, increased citizen responsiveness, and service delivery.
- Negotiated Chapter 380 agreements for a new flight school at the Airport, new housing subdivision, and water park amenities.
- Re-established and fostered positive relationships with community partners: Stephen Austin State University, Nacogdoches ISD, TXDOT, Nacogdoches County, United Way, and Chamber of Commerce.
- Established listening and speaking tours to share city initiatives with the community and city employees.
- Directed the formulation of the City's first Capital Improvement Plan.
- Directed the initiation process for a Comprehensive Land Use Plan and Downtown Master Plan.
- Encouraged the initiation for private investment of downtown buildings and directed the support for evening and weekend entertainment activities.
- Maximized opportunities to re-establish special events with an emphasis towards community spirit and fun.

**DEPUTY CITY MANAGER**  
**ASSISTANT CITY MANAGER**

**APRIL 2019 – AUGUST 2020**  
**MAY 2017 – APRIL 2019**

**CITY OF DENTON, TX (POPULATION 136,000):**

Core Responsibilities include the following:

- Second in charge of a large, fast-growing, full-service, and diverse organization with approximately 1,700 employees and a \$1.2 Billion annual budget.
- Collaborated closely with City Council. Maximized a flow of communication between City Council, CMO, and operating departments.
- Supervised the Water/Wastewater Utilities, Solid Waste, Public Works, Engineering/Capital Projects, Fleet Services, Airport, and Transportation.
- Directed and assisted in the management and oversight of all operational aspects within the city.
- Strategized organizational needs to develop action plans to change organizational culture, enhance service delivery, and correct customer service deficiencies.
- Participated in economic development recruitment and negotiation efforts for major commercial and residential projects within the city.
- Served as the Staff liaison to City Boards and City Council Committees

Key accomplishments:

- Served as a lead in the City's COVID-19 Pandemic response.
- Served as a key participant in the city's largest General Obligation bond program (\$221M) in November 2019.
- Contributed as a negotiator in the city's largest economic development deal: Hunter & Cole Ranch
- Formulated a culture of accountability, customer service, transparency, and a sense of urgency for the city.
- Re-established and fostered positive relationships with key partners: University of North Texas, Texas Woman's University, Denton ISD, North Central Texas Council of Governments, TXDOT, and Denton County.
- Reformatted the Capital Improvement Program into a communicative, understandable, and accountable format.
- Led the negotiations for the Civil Service Meet & Confer agreement between the city and the Denton Police Officers Association.
- Negotiated professional contracts for engineering, architectural services, and pre-construction services.
- Established a Mid-Level Management Development Series that was co-facilitated by City Department Directors.
- Restructured departments to better serve citizens, eliminated duplicative efforts and outdated practices.
- Utilized business-based principles to recommend the elimination of unsustainable programs in Solid Waste.
- Established better relations with downtown businesses and new service delivery models.

**DEPUTY CITY MANAGER**

**JANUARY 2009 – MAY 2017**

**CITY OF COPPELL, TX (POPULATION 40,000)**

- Served as second in command of a medium-sized, diverse organization that comprises approximately 425 employees and a \$110 Million annual budget.
- Directed all City Departments which included: Human Resources, Engineering/Public Works, Parks & Recreation, Information Services, Finance, Police, Fire, Library, and Planning until July 2012. From July 2012 until May 2017 directed half of the organization with the hiring of a second Deputy City Manager.
- Led and participated in several quality of life and private development projects and efforts within the city.

Key accomplishments:

- Implemented and communicated the Coppel 2030 Vision goals and objectives.
- Advanced the city's re-imaging campaign through the Bold Vision/Big Impact Initiative.
- Resolved citizen complaints and other service issues.
- Collaborated for the successful deployment of a combined public safety dispatch system that serves the Metrocrest cities (NTECC).

- Implemented and deployed several enterprise-wide technology systems.
- Recruited and mentored executive-level employees.
- Recommended and implemented policy directives towards all city operations.
- Collaborated in the sales tax re-authorization referendums.
- Re-engineered the City's Information Technology Department.
- Assisted in the formulation of a combined public safety radio system and fire training facility.
- Spearheaded the City's *Living Well in Coppell* wellness initiative.
- Managed the contract transit services for seniors and disabled citizens.
- Oversaw the successful implementation of city facility and infrastructure construction projects.
- Directed the City's Annual Employee Conference.

**ASSISTANT CITY MANAGER/CITY SECRETARY**

**OCTOBER 2006 TO JANUARY 2009**

**ASSISTANT TO THE CITY MANAGER**

**SEPTEMBER 2003 TO SEPTEMBER 2006**

**TOWN OF ADDISON, TX (POPULATION 15,000)**

- Managed the Parks & Recreation, Visitor Services, Conference Centre, and Municipal Court Departments including the Town's top-rated Internship Program.
- Managed municipal elections, council agenda postings, minutes, and public information requests.
- Coordinated the Addison Citizens Advisory Committee process.
- Developed and managed the Town Manager's and City Council operating budgets.
- Acted as the staff liaison to the Dallas Area Rapid Transit (DART).
- Performed all legislative affairs for the Town.
- Responsible for the bi-annual Citizen Academy program.
- Project manager for public affairs campaign to secure passenger rail service into Addison.

**ASSISTANT DIRECTOR – COMMUNITY SERVICES**

**JUNE 1999 – SEPTEMBER 2003**

**CITY OF HURST, TX (POPULATION 35,000)**

- Reported to the Deputy City Manager.
- Oversaw the day-to-day functions within the Department.
- Prepared all staff reports for City Council, Library, Historical, and Park Boards.
- Developed and monitored the Community Services Department annual budget.
- Oversaw the Community Development 4B sales tax and miscellaneous project funds.
- Conducted project and contract management for departmental projects.

**MANAGEMENT ANALYST**

**FEBRUARY 1998 TO MAY 1999**

**INTERIM PURCHASING MANAGER**

**OCTOBER 1997 TO FEBRUARY 1998**

**FLEET ANALYST**

**MARCH 1996 TO OCTOBER 1997**

**CITY OF CARROLLTON, TX (POPULATION 105,000)**

- Coordinated entire City budget process.
- Conducted reports related to cost accounting, water/sewer rates, and cost of service studies.
- Supervised Purchasing Division staff and operations.
- Developed and managed equipment replacement schedule and coordinated equipment bid specifications and procurement and administered Alternative Fuels Program for compliance.

**ADMINISTRATIVE INTERN**

**JANUARY 1995 – SEPTEMBER 1995**

**CITY OF LUFKIN, TX**

- Conducted special projects for the City Manager's Office and other departments.

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## *EDUCATION*

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## *PROFESSIONAL AND COMMUNITY ACTIVITIES*

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### Professional Memberships:

- International City/County Management Association (ICMA)
- Texas City Management Association (TCMA)
- East Texas City Management Association (ETCMA)
- Texas Municipal League (TML)

### Professional Activities:

- UMANT President (2002); Vice-President (2001); Treasurer (2000); Membership Co-Chair (1999)
- ICMA Workplace Diversity Conference Scholarship Recipient (2001)
- ICMA Emerging Leaders Task Force (2005)
- Graduate of the Senior Executive Institute (SEI) Program at the University of Virginia, July 2006
- ICMA Local Government Management Fellow, Board Member (2006-2019)
- Leadership ICMA Graduate, September 2007
- TCMA Committees: Public Relations, Membership, Mentoring, and Professional Development
- NTCMA At-Large Board Member (2005-07 and 2017-2019)
- 2012 Recipient of the UMANT Joy Sansom Mentor Award
- Participant in the Commandant's National Security Program at the US Army War College, July 2013
- Graduate of the North Texas Commission's Leadership North Texas Class VII
- 2016 Recipient of the Alumnus of the Year University of North Texas, Master of Public Administration

### Community Involvement:

- Nacogdoches Rotary Club Member (2020-present)
- Nacogdoches Booster Club Member (2020-present)
- Nacogdoches Charitable Foundation (2021-present)
- Dallas ISD: Site-Based Committee: Anne Frank Elementary, DISD (2003-09)
- Coppell YMCA Board of Managers (2012 to 2017)
- Coppell Rotary Club Member (2010 to 2019)
  - Club Secretary (2012-13), President-Elect (2013-14), President (2014-15)
- Coppell ISD:
  - Mentor to students at Austin Elementary (2011 to 2017)
  - Facilities Visioning Committee: (2015)
  - School Bond Committee: (2015-2016)
  - Band Volunteer: (2016 to 2018)
  - Site-Based Committee: Coppell High School (2016-2018)
- University of North Texas
  - Public Administration Advisory Board (PAAB), Member (2010-2022)
  - Public Administration Advisory Board, Chair (2013-2016)
  - Latino Alumni Network Leadership Group (2019-present)

# Candidate Questionnaire

## Town Manager

### Town of Prosper, Texas



#### Candidate Information

|                                                |                         |
|------------------------------------------------|-------------------------|
| Full Name (First, Middle, Last):<br>[REDACTED] | Phone/Email Information |
| Nicknames:<br>N/A                              | Cell: [REDACTED]        |
|                                                | Home: [REDACTED]        |
|                                                | Email: [REDACTED]       |

Please answer each of the following questions completely and thoroughly.

- How many employees and what size budget do you oversee?  
*There are 325 employees at the City of Nacogdoches.  
The current budget size is a total of \$82,357,000.  
(Operational funds: \$51,956,000; Capital \$30,401,000)*
- Please explain why you left your last three positions.  
*I left Addison to become the Deputy City Manager in Coppell. I left Coppell to become the Assistant City Manager in Denton. I left Denton to become the City Manager in Nacogdoches.*
- Are there any gaps in your employment history? *No, there are no gaps in my employment history.*  
If so, please explain in detail. *N/A.*
- What is your proudest professional accomplishment?  
*Becoming a first-time City Manager in Nacogdoches which is also the community of my undergraduate alma mater and where I chose to get into the city management profession.*
- Briefly describe your experience and skills in developing/maintaining community partnerships.  
*At every leadership position where I have worked, I have developed a good rapport with the local entities such as the school district, the County, the universities, and Chambers of Commerce. My approach is to learn who are the active groups to engage and reach out proactively to understand their mission, their names and faces, and stay connected. I join civic and business organizations, maintain active memberships, and serve in leadership roles. I serve on various community boards/committees, enjoy volunteering, and speak at events when called upon.*
- Briefly describe your experience and skills in economic and community development.  
*In Coppell, Denton, and Nacogdoches I have played an influential role in economic development and community development. Each of these communities had different funding structures for these efforts.*



**Coppell:** We relied on sales tax rebates, tax abatements, and land banking for incentivizing economic development. We created a robust tax base as Coppell landed several high-profile businesses in the city. This increased the tax base significantly which leveraged the use of the 4B sales tax for crime control, street maintenance, and parks & recreation amenities. Coppell through the use of land banking created Old Town Coppell which is their version of a small downtown setting with Charleston style homes, a performing art center, a farmer's market, city facilities, a central park, cottage style businesses, and successful restaurants. The 4B sales tax was expanded to allow the full renovation and expansion of the city's park system for active and passive recreation use. I worked directly with the Billingsley Company in the formation and operation of the Cypress Water Municipal Management District which is a 940-acre master planned community of multi-family, retail, office, a lake amenity, and DART rail stop.

**Denton:** In Denton, we relied on sales tax rebates, tax abatements, tax increment financing (TIF), and impact fee credits for economic development. Staff also incorporated an expedited development review process where developers paid extra fees for a quicker turnaround. We worked closely with UNT and TWU on small area plans to ensure that adjacent neighborhoods were enhanced and protected from student traffic and parking. We boosted historic downtown Denton through the promotion of weekend and evening activities with pubs, restaurants, and the music scene. We worked collaboratively with business owners and the County on a Downtown Master Plan to plan for the future while respecting the historic characteristics of the area and adjacent neighborhoods. A downtown TIF was created to bank revenues for future capital projects which could include a parking garage.

The continual construction on Denton streets and other major roadways such as I-35, SH 380 required staff to work with TXDOT to ensure proactive messaging was clear and timely. As a result, businesses and commuters affected by construction could be informed of travel disruptions. An entire communications plan and team was created just for informing the public and businesses regarding construction. We facilitated a bond committee that reviewed and recommended projects to the City Council. In November 2019, the citizens of Denton overwhelmingly approved a \$221M bond program for street repairs, public safety facilities, and parks.

The city also embarked on a large economic development project by the combining of the Hunter and Cole Ranches into a 6500-acre master planned community. This involved the formation of a municipal management district (MMD) to ultimately build 15,000 single family homes, 5,000 multi-family units, 400 acres of commercial, and 100 acres of industrial developments. We negotiated land banking for the future expansion of city facilities, cash commitments from the developer held in escrow for their pro-rata share of building city facilities, open and recreational space for the public, and guaranteed impact fee rates for utility expansions.

**Nacogdoches:** In Nacogdoches, the city relies on an economic development fund that has accumulated monies from contributions from the General, Utilities, and Solid Waste funds. The City's economic development efforts are served by the Nacogdoches Economic Development Corporation (NEDCO). NEDCO's President and the City Manager work closely as they occupy office space in City Hall. Nacogdoches does not have a 4B sales tax.

During my time as the City Manager, we have revamped the economic development policies to make it more transparent and protect these funds from unrelated uses. The city negotiated a public private partnership for the creation of a new undergraduate degree aviation program between the city and the airport, with Stephen F. Austin State University, and HCH Aviation LLC to build a state-of-the-art hangar, purchase multiple planes, and a simulator. The city created a housing incentive program to encourage single family development by offering a rebate for each home built after the City issued the certificate of occupancy. The program is zero-risk to the city and designed to bridge the cost gap of public infrastructure that serves the development. The city renegotiated a past incentive agreement with a

water park operator to ensure that performance measures were incorporated to guarantee amenities are built as promised to the public. We are currently in three-way negotiations with a large land owner in the County to voluntarily annex so that a prospective industrial user can obtain city utilities for their future development. This development deal once completed will be a major contributor to the City's tax base and a large utility user.

Upon my arrival in late 2020, the staff has embarked on strategic community planning and investing in infrastructure for the future. The city is currently working on an update to the Comprehensive Land Use Plan and Downtown Master Plan. The Comp Plan scope is also comprised of an Interstate 69 corridor study and housing analysis. The Downtown Plan will ensure that the historic downtown is preserved while taking a critical look at housing, pedestrian access, landscaping, traffic flows, parking, lighting, and other infrastructure needs. The city is very fortunate to have the Hotel Fredonia, a full-service hotel, as an anchor in Downtown. The hotel has been successful from its complete renovation as a result of the Qualified Hotel Project incentive program that allows the city's portion of the hotel tax and the state's hotel tax and sales tax to be rebated to the hotel for a 10-year period.

Over the course of the last 18 months, the city created its first Capital Improvement Program that identified a full review of its capital needs for the next 10-12 years. The City Council held several dedicated workshops to review this material in preparation to address deferred infrastructure investments. The plan is a proposed General Obligation bond program in November 2023 and the issuance of revenue bonds in 2024.

7. Briefly describe your experience and skills in preparing, monitoring, and adhering to a budget.

My entire career in city management has involved working with the budget. In the executive roles I have had over the past 16 plus years, I have relied on the finance and/or budget staff to organize and coordinate the budget. We have established internal service funds to address fleet and other capital equipment needs. While budgeting is done on an annual basis, it is imperative to financially plan 3-5 years into the future. This demonstrates the long-term effects of decisions especially given the stringent revenue caps for cities.

Based on the priorities set by City Council, I work to ensure these are well communicated to the departments at the budget kickoff. The departments are informed of the nature of the revenue situation in advance as they prepare their budgets for the following year. The budget team, City Manager's Office, and departments collaborate on establishing the recommended budgets for the City Council. Council budget workshops are scheduled to allow departments to present a brief overview of the budget by sharing their goals and accomplishments, the issues facing the department, and next year's budget requests. This provides the Council a review of operations to ensure transparency and accountability of the departments.

Regarding the monitoring and adherence of the budget, the city has adopted a number of financial policies. While the City Manager has broad authority, I fully respect and adhere to these policies to ensure there is integrity in our systems and processes. For example, we will never fall below our 25% fund balance policy. In fact, I prefer to maintain extra cushion for contingency purposes. Budget to actual reports is reviewed monthly by Finance and available to the CMO and departments. If there is an outlier, the Finance Director will report it. On a quarterly basis the City Council is sent a recap of the budget and budget amendments are taken to City Council for their approval. All expenditure items taken before the City Council are scrutinized and approved by Finance prior to action being taken. The Annual Comprehensive Financial Report (ACFR) is completed in a timely manner with little to no management findings. The outside auditing firm will validate cash balances from bank records and financial reports.

*In summary, my recommended budgets to City Council are balanced as we budget conservatively for revenues and budget aggressively for expenditures. We will live within our means, we maintain healthy reserves, and we do not use one-time monies for recurring expenditures and hope for the best.*

8. Briefly describe your experience in providing written and verbal communication to employees and elected/appointed officials?

*In my role as City Manager and past positions, I have presented quite often to a myriad of groups as a representative of the city. On a regular basis I send out written communications to our employees. As part of an employee newsletter, I write a "Manager's Message". I enjoy meeting with employees to share what is happening in the community and organization. I have a monthly Manager's meeting which is comprised of 25+ management staff for them to share about any ongoing issues and projects within their operations. As part of the recent Police Chief recruitment, I met with over 50 police department employees to seek their input on the attributes of a new chief. I personally met one on one with employees and surveyed them to get more specific feedback as well.*

*I meet privately with the Mayor and City Council to review any issues they may need addressing and/or provide them updates. I have extensive experience presenting items before City Council and do present on a regular basis depending on the matter. I speak regularly to community groups, civic organizations, and sit on panels representing the city. The City Manager's Office produces a weekly Friday Update which is a brief recap of recent activities for the week and an outlook for upcoming activities and events.*

9. What do you feel are your greatest strengths as a public servant?

*Problem solving skills and my quest to find workable solutions to issues.*

*I am a participatory manager.*

*I employ a shared leadership style.*

10. What areas do you perceive you need to be working on to become a better leader?

*I can be impatient at times.*

*I can lose sight to celebrate successes and mourn our losses.*

*I should try to have more fun at work and do need to let my guard down at times.*

11. Describe your philosophy and approach to building a strong team environment?

*As the new Town Manager, I would take the time to learn the organization and develop relationships across all levels. It is important to establish a rapport with the staff and develop a sense of trust.*

*I encourage an organizational culture that is servant minded, that exceeds expectations and delivers on its commitments. We establish core values and/or guiding principles (our non-negotiables) where everyone regardless of stature is treated with dignity and respect.*

*I want to be surrounded with people who have the aptitude to learn but more importantly have the positive attitude to serve others. I provide the team with the tools and resources to allow them to do their jobs well. This can be accomplished by taking the time to vision and to think strategically and broadly. Then work towards building the support systems to set the goals, objectives, and outcomes for success.*

*I am approachable and a good listener so others feel welcome to seek assistance and bring issues when they arise. I challenge people to make decisions and recommendations while also holding them accountable, and incorporate teachable moments when decisions do not go the right way.*

*Finally, I prefer to work in an environment where we as a group can get to know each other on a personal level. We would learn together and from each other through group book readings, attending trainings/seminars, and enjoying each other's company by socializing together during and after work hours. I enjoy fostering a mentor/mentee relationship as we all can learn from each other through our interactions and experiences.*

12. Briefly describe the role of City/Town Manager's in this day in age?

*Today's municipal organizations are very complex with many issues happening at once and subject matter experts on staff dealing with these issues. The Manager needs to be less technical and more conceptual with their skillset. The Manager needs to be adaptive to a constantly changing environment, as they seek input and options on difficult issues, and work to build consensus on competing interests in a political environment without being political. The Manager has to be a skilled communicator that tailors the message to resonate with their audience.*

*Also, in a small/medium size organization, the Town Manager is the culture leader by setting the tone for the organization. The Manager influences the organizational culture and how employees are treated and services are delivered to the community. If the tone set by the Manager is incongruent with culture of the organization, then there needs to be alignment or there could be difficult times ahead.*

13. As a part of our overall application process, we may conduct social media, online presence, news, blogs, or similar inquiries or reviews, using Google or similar search engines. Is there any information you have not disclosed, addressed, in this or any other document relating to this search, or which you have not discussed, shared or disclosed with the GPS search consultant, that someone may construe as negative or consequential as it relates to the position for which you have applied?

*No, there is nothing that I am aware of that has not been disclosed.*

14. The established salary range for this position is \$230,000 - \$260,000, with a great benefit package. Do you have any concerns about agreeing to a salary in this range? *There are no concerns on my part.*

15. How did you hear about this position? (Please be specific)

*I saw the posting in the ICMA weekly newsletter and contacted Mr. Bauer to inquire more information. Around the same time, I was contacted by colleagues in the DFW area about the posting. Before I considered applying, I did reach out to Bob Scott to hear more about the organization and he was very complimentary.*

16. Have you interviewed, over the past six (6) months, with any other employers, or are you a finalist in any recruitment processes for similar position at this time? If yes, what is the status of any current search processes in which you are involved?

*I was a finalist for the City Manager in Addison, Texas but was not named. I am not involved in any other searches.*

# Due Diligence Questionnaire

## Town Manager

### Town of Prosper, TX



#### Candidate Information

|                                                |                    |
|------------------------------------------------|--------------------|
| Full Name (First, Middle, Last):<br>[REDACTED] | Phone Information  |
| Nicknames: N/A                                 | Cell: [REDACTED]   |
|                                                | Home: [REDACTED]   |
|                                                | Office: [REDACTED] |

Please answer each of the following questions completely and thoroughly.

- Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance, or misfeasance in the performance of duties? **No** If so, please explain the circumstances.
- Have you ever been the subject of an investigation, or censured by a grand jury, board of inquiry or similar body? **No**  
If so, please provide details, explain the circumstances and final outcome.
- Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? **No**  
If so, please provide relevant details, explain the circumstances and the final outcome.
- Has any organization, corporation, institution, or former employer dismissed, or asked you to resign for any reason, or from any position? **No** If so, please provide relevant details, and explain the circumstances. **N/A**
- If you have been in your current, or most recent organization, for less than two years, please describe why you are interested in a career move at this time? **N/A**
- Have you ever filed for bankruptcy, or taken similar adverse financial action, that may limit your ability to be in a position of fiduciary responsibility, including being bonded? **No**
- Is there anything, in your personal or professional background history that our Firm, an employer or citizen could possibly, or perceive, view, or interpret as factually or potentially embarrassing to anyone? **No**  
Would, or could, this information impair your ability to perform the essential duties of this job if discovered at a later time? **No** If so, please explain, provide details of the circumstances and current disposition. **N/A**
- Please list all your social media outlets and the usernames for those social media outlets.  
Facebook: [REDACTED]  
Twitter: [REDACTED]  
Snapchat: [REDACTED]

Instagram: [REDACTED]

LinkedIn: [REDACTED]

Pinterest: [REDACTED]

Nextdoor: [REDACTED]

Reddit: [REDACTED]

9. Do you understand that we may disqualify your candidacy from this search if valid, verifiable, and reliable information emerges, contrary to any information you provide us during this process? **Yes**





[www.sfasu.edu](http://www.sfasu.edu)

## Leading the way: Career in city management brings ██████ back to Nac

When ██████ walked the SFA commencement stage in 1995, he had a small U-Haul trailer packed and connected to his Chevy Blazer, and he was ready to drive back to the DFW area and begin his career. He wasn't sure he would ever return to Nacogdoches, but he was positive about the career he wanted to pursue.

"As a 20 year old, I knew I wanted to work in city management," ██████ said.

██████ confidence was based on his interactions with Dr. Richard Herzog, an SFA faculty member who encouraged him to consider a career in public administration and introduced him to the Lufkin city manager in neighboring Angelina County.

██████ went on to work for several Texas cities, including Denton, Coppell, Addison, Hurst and Carrollton. He earned a master's degree in public administration from the University of North Texas and became involved in professional organizations that include the International City/County Management Association and the Texas City Management Association. And, in the midst of a pandemic, he returned to Nacogdoches as city manager in August 2020.

"Coming back to Nacogdoches has been so rewarding," ██████ said. "I was excited and humbled that the city council had the confidence to appoint me as city manager. Everyone I have met has been friendly and extremely supportive. I am proud of what has been accomplished in our community and on campus during the past 25 years. It has blown me away."

In addition to his academic coursework, ██████ said his participation in the Student Activities Association served as valuable career preparation.

"Having a leadership position during my junior and senior years allowed me to work with fellow students and faculty members to coordinate bringing concerts and other entertainment options to campus," he explained. "The opportunities taught me the collaborative nature of working with other employees and volunteers to meet expectations and execute a successful event."

██████ said the challenges cities face are enormous, with high service-delivery demands and minimal and declining resources. But the day-to-day stresses of the job prepared him well for his first months in Nacogdoches, when in addition to the COVID-19 pandemic, he led the city through hurricane preparation in August and two of the largest winter-weather events in recorded history.

"Regardless of how much you plan, each day is never the same," he said. "We have emergency plans in place to deal with inclement weather, and with Hurricane Laura and the snowfalls and winter storms."

However, ██████ said COVID-19 was a different story.

"Through the devastation of the pandemic, we've learned that good and effective leadership is vital in making it through tough times," he said. "Local governments have finite resources, so working across jurisdictional boundaries is imperative when budgets are squeezed and resources evaporate. The role of the city manager is



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to be flexible in approach, clear hurdles, advocate for resources, create avenues for communication and get out of the way so that the subject matter experts can do their jobs. Along the way, the manager should be encouraging and motivating to an exhausted staff, because all of this work is in addition to everyone's normal duties. I can't imagine myself in any other career."

Once again [REDACTED] is using the skills he learned at SFA to ensure that the city, the university, the Nacogdoches Independent School District and Nacogdoches County bring collaboration to a new level to accomplish goals that may previously have seemed out of reach.

"The leaders of each of these entities are meeting regularly and have formed great friendships," he said. "We have set a positive tone and will work together to better our community. I have no doubt that, as a group, we can accomplish so much more than we could on our own."

One of those goals in 2021 is to bring back, within the safe parameters of health guidelines, many of the special events and festivals for which Nacogdoches is known.

"I know many people are ready to get out and travel again, so I encourage alumni to come and see what is going on in Nacogdoches and the exciting changes that are happening on the SFA campus. That charm and hospitality of our community has never been more appealing."

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## YouTube Links for



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1.   
  
  




# BRET BAUER

M.P.A.

Partner and Co-Founder

## SUMMARY

Bret Bauer brings more than 15 years of public sector experience and best practices to his work with public clients. Serving in city management roles in Missouri, Kansas and Texas gave Bret significant experience in utility and budget management, human resources, and economic and community development. Bret's ethics and integrity have also earned him widespread recognition and trust.

## EDUCATION

**Master of Public Administration (MPA),  
Bachelor of Science, Criminal Justice**  
Wichita State University, Wichita, KS

## CONTACT

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LINKEDIN:

<https://www.linkedin.com/in/bret-bauer-mpa-icma-cm-b89ab3b3/>

## ASSOCIATIONS

International City/County Manager's Association (ICMA)  
Government Finance Officers Association (GFOA)  
Texas City Managers Association (TCMA), Ethics Committee 2019-2020, Membership Committee 2017-2019  
East Texas City Managers Association (ETCMA), Board VP 2019-2020

## SPECIFIC EXPERIENCE

### Executive Recruitment & Human Resources

- Personally recruited and hired more than 25 employees, including executives and department heads
- Conducted classification and compensation studies
- Developed and managed training exercises for county staff and residents on emergency preparedness and the National Incident Management System
- Conducted ethics training

### Budgeting & Finance

- Managed multi-million-dollar municipal budgets, both departmental and annual
- Developed capital improvement programs and strategic plans
- Managed and oversaw payroll processes

### Community Strategic Planning

- Created full scope community strategic plans
- Led extensive community engagement efforts
- Conducted multiple stakeholder interviews
- Conducted council retreats with goal setting priorities

### Economic & Community Development

- Led numerous economic development successes in new development and redevelopment
- Led successful negotiations with developers

### Project & Program Management

- Managed and oversaw Public Works and Parks Departments
- Streamlined departments to operate more efficiently and effectively, including a Build/Code Enforcement department

### Utility Management

- Developed, maintained, and managed National Pollutant Discharge Elimination System permits
- Recommended to serve on the Kansas Municipal Energy Agency



# CHRIS LOWE

J.D., M.P.A.

Partner and Co-Founder

## SUMMARY

Chris Lowe is a dynamic leader and creative problem-solver with a deep affinity for public service. He draws upon 15 years of experience in city management and over 20 years in the public sector to help guide public clients through myriad opportunities and challenges, from economic development and funding, to human resources and utility management.

## EDUCATION

**Juris Doctor**, Marquette University,  
Milwaukee, WI

**Master of Public Administration (MPA)**,  
Bowie State University, Bowie, MD

**Bachelor of Arts, Political Science and  
Government**, University of Kansas,  
Lawrence, KS

## CONTACT

(785) 766-9104

clowe@governmentpros.com

LINKEDIN:

<https://www.linkedin.com/in/chris-lowe-823bb4173/>

## ASSOCIATIONS

International City/County Manager's  
Association (ICMA)  
Government Finance Officers  
Association (GFOA)

## SPECIFIC EXPERIENCE

### Executive Recruitment & Human Resources

- Personally recruited and hired more than 50 employees, including executives and department heads
- Conducted classification and compensation studies
- Developed and implemented performance measurement programs
- Developed and implemented compliant personnel policies, procedures manuals, and employee handbooks
- Negotiated collective bargaining agreements with unions

### Budgeting & Finance

- Developed and managed more than \$75 million in municipality annual budgets
- Supervised competitive bond sales to finance public infrastructure improvements
- Led efforts to refinance bonded indebtedness, saving millions in debt service
- Created and implemented accounting manuals and investment policies

### Community Strategic Planning

- Created full scope community strategic plans
- Conducted council retreats with goal setting priorities
- Led extensive community engagement efforts
- Conducted numerous stakeholder interviews

### Economic Development

- Developed public private partnerships and negotiated economic development agreements, resulting in new community services, financial savings, and local business expansion
- Secured grant funding for various community improvements, from city lighting to transportation infrastructure
- Administered multi-million capital improvement programs



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/14/2024

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

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|                                                                                                                                                     |                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRODUCER</b><br>SECURITY SERVICE INSURANCE/PHS<br>65815020<br>The Hartford Business Service Center<br>3600 Wiseman Blvd<br>San Antonio, TX 78251 | <b>CONTACT</b><br><b>NAME:</b><br><b>PHONE</b> (866) 467-8730<br><b>(A/C, No, Ext):</b><br><b>FAX</b><br><b>(A/C, No):</b><br><b>E-MAIL</b><br><b>ADDRESS:</b>                                                   |
| <b>INSURED</b><br>Government Professional Solutions, LLC<br>104 HARBOR HAVEN ST<br>GUN BARREL CITY TX 75156-4319                                    | <b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A :</b> Hartford Underwriters Insurance Company<br><b>INSURER B :</b><br><b>INSURER C :</b><br><b>INSURER D :</b><br><b>INSURER E :</b><br><b>INSURER F :</b> |

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                           | ADDL INSR                                             | SUBR WVD                       | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/Y YYY)           | LIMITS                                                               |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|--------------------------------|---------------|-------------------------|------------------------------------|----------------------------------------------------------------------|
| A        | COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> General Liability                                                                                     |                                                       |                                | 65 SBA AG7X1Y | 07/13/2024              | 07/13/2025                         | EACH OCCURRENCE \$1,000,000                                          |
|          | GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER:                                                                                                   | DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 |                                |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             | MED EXP (Any one person) \$10,000                     |                                |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             | PERSONAL & ADV INJURY \$1,000,000                     |                                |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             | GENERAL AGGREGATE \$2,000,000                         |                                |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       |                                |               |                         | PRODUCTS - COMP/OP AGG \$2,000,000 |                                                                      |
| A        | AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS |                                                       |                                | 65 SBA AG7X1Y | 07/13/2024              | 07/13/2025                         | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000                      |
|          |                                                                                                                                                                                                                                                             |                                                       | BODILY INJURY (Per person)     |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       | BODILY INJURY (Per accident)   |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       | PROPERTY DAMAGE (Per accident) |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       |                                |               |                         |                                    |                                                                      |
| A        | <input checked="" type="checkbox"/> UMBRELLA LIAB<br><input checked="" type="checkbox"/> EXCESS LIAB<br><input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ 10,000                                                                           |                                                       |                                | 65 SBA AG7X1Y | 07/13/2024              | 07/13/2025                         | EACH OCCURRENCE \$1,000,000                                          |
|          |                                                                                                                                                                                                                                                             |                                                       | AGGREGATE \$1,000,000          |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       |                                |               |                         |                                    |                                                                      |
| A        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                      | Y/N<br><input type="checkbox"/>                       | N/A                            | 65 SBA AG7X1Y | 07/13/2024              | 07/13/2025                         | <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER |
|          |                                                                                                                                                                                                                                                             |                                                       | E.L. EACH ACCIDENT             |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       | E.L. DISEASE - EA EMPLOYEE     |               |                         |                                    |                                                                      |
|          |                                                                                                                                                                                                                                                             |                                                       | E.L. DISEASE - POLICY LIMIT    |               |                         |                                    |                                                                      |
| A        | Professional Liability                                                                                                                                                                                                                                      |                                                       |                                | 65 SBA AG7X1Y | 07/13/2024              | 07/13/2025                         | Each Claim Limit \$100,000<br>Aggregate Limit \$100,000              |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

**CERTIFICATE HOLDER**For Informational Purposes  
104 HARBOR HAVEN ST  
GUN BARREL CITY TX 75156-4319**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

*Susan L. Castaneda*

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ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** authorizing personnel changes approved in the Fiscal Year 2025 Budget Amendment and Fiscal Year 2026 Budget.

ORIGINATING DEPARTMENT

Human Resources

COUNCIL GOAL

Become the Employer of Choice

ACTION REQUESTED

Resolution

LEGAL

No review required

EXECUTIVE SUMMARY

The recommended personnel changes include the following:

1. Exhibit A - approves the FY 2025 personnel changes, which includes the addition and elimination of permanent positions and authorizes 367.69 FTE
2. Exhibit B - approves the FY 2026 personnel changes, which includes the addition, promotion and reclassification of permanent positions and authorizes 380.82 FTE.
3. Exhibit C - approves the FY 2026 pay plans (does not include the Fire Department Union and Part-Time Non-Union).
4. Exhibit D - approves the pay plan policies and procedures.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting resolution authorizing personnel changes approved in the Fiscal Year 2025 Budget Amendment and Fiscal Year 2026 Budget.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

## PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

### ATTACHMENTS

1. Resolution
2. Exhibit A
3. Exhibit B
4. Exhibit C
5. Exhibit D



## **RESOLUTION**

### **A RESOLUTION AUTHORIZING PERSONNEL CHANGES APPROVED IN THE FISCAL YEAR 2025 BUDGET AMENDMENT AND FISCAL YEAR 2026 BUDGET**

**WHEREAS**, the City Council of the City of Ankeny, Iowa, has reviewed and approved the Fiscal Year 2025 Budget Amendment and Fiscal Year 2026 Budget; and

**WHEREAS**, the City Manager has recommended personnel changes which have been included in the operating budget for Fiscal Year 2025 and 2026; and

**WHEREAS**, the City Council has reviewed the proposed changes and determined it to be in the best interest of the City to approve the personnel changes; and

**WHEREAS**, the City Council desires to establish by resolution the personnel changes for Fiscal Year 2025 and 2026.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA, THAT**

1. The City Council hereby adopts and authorizes the personnel changes in Fiscal Year 2025, as shown on the attached Exhibit A.
2. The City Council hereby adopts and authorizes the personnel changes in Fiscal Year 2026, as shown on the attached Exhibit B.
3. The City Council hereby adopts and authorizes the Fiscal Year 2026 pay plans, as shown on the attached Exhibit C
4. The City Council hereby adopts and authorizes the pay plan policies and procedures, as shown on the attached Exhibit D.

Passed and approved the 21<sup>st</sup> day of April, 2025.

---

Bobbi B. Bentz, Mayor

Attest:

---

Michelle Yuska, City Clerk

**Exhibit A**

**City of Ankeny  
Personnel Changes  
Fiscal Year 2025**

**Addition of Permanent Positions**

1.25 Full-Time Equivalents (FTE) – Total Added Permanent Positions

| <b>Position</b>                  | <b>Grade</b> | <b>FTE</b> | <b>FT/PT</b> | <b>Budget Activity</b>       |
|----------------------------------|--------------|------------|--------------|------------------------------|
| Police Records Clerk             | N06          | 0.50       | PT           | Police Support Services      |
| Sports Complex Field Maintenance | SL2          | 0.75       | SE           | Prairie Ridge Sports Complex |

**Elimination of Permanent Positions**

4.02 Full-Time Equivalents (FTE) – Total Eliminated Permanent Positions

| <b>Position</b>                  | <b>Grade</b> | <b>FTE</b> | <b>FT/PT</b> | <b>Budget Activity</b>       |
|----------------------------------|--------------|------------|--------------|------------------------------|
| Police Records Clerk             | N06          | 0.40       | PT           | Police Administration        |
| Office Manager                   | N11          | 1.00       | FT           | Fire Administration          |
| Firefighter/Paramedic            | F11          | 1.50       | PT           | Emergency Medical Services   |
| Library Associate                | N04          | 0.79       | PT           | Library                      |
| Sports Complex Field Maintenance | SL2          | 0.33       | SE           | Prairie Ridge Sports Complex |

**Total of 367.69 Full-Time Equivalents (FTE) Authorized for FY 2025  
Decrease of 2.77 FTE**

**Exhibit B**

**City of Ankeny  
Personnel Changes  
Fiscal Year 2026**

**Addition of Permanent Positions**

13.13 Full-Time Equivalents (FTE) – Total Added Permanent Positions

| <b>Position</b>           | <b>Grade</b> | <b>FTE</b> | <b>FT/PT</b> | <b>Budget Activity</b>     |
|---------------------------|--------------|------------|--------------|----------------------------|
| Police Officer (SRO)      | PO           | 1.00       | FT           | Police Operations          |
| Fire Lieutenant           | F15          | 3.00       | FT           | Fire Suppression           |
| Fire Engineer             | F12          | 3.00       | FT           | Fire Suppression           |
| Firefighter/Paramedic     | F11          | 3.00       | FT           | Emergency Medical Services |
| Recreation Specialist     | N05          | 0.06       | PT           | Community Centers          |
| Administrative Clerk      | N04          | 0.07       | PT           | Community Centers          |
| Engineering Technician II | N12          | 1.00       | FT           | Public Works Engineering   |
| Utilities Operator I      | A08          | 1.00       | FT           | Water Maintenance          |
| Engineering Technician II | N12          | 1.00       | FT           | Stormwater Administration  |

**Promotion of Permanent Positions**

No Change in Full-Time Equivalents (FTE)

| <b>Current Position</b>        | <b>Grade</b> | <b>FT/PT</b> | <b>Proposed Position</b>         | <b>Grade</b> | <b>FT/PT</b> | <b>Budget Activity</b>   |
|--------------------------------|--------------|--------------|----------------------------------|--------------|--------------|--------------------------|
| Park Maintenance Technician II | A09          | FT           | Lead Park Maintenance Technician | A11          | FT           | Park Maintenance         |
| Code Enforcement Officer I     | N11          | FT           | Code Enforcement Officer II      | N12          | FT           | Code Enforcement         |
| Code Enforcement Officer I     | N11          | FT           | Code Enforcement Officer II      | N12          | FT           | Code Enforcement         |
| Engineering Technician I       | N11          | FT           | Engineering Technician II        | N12          | FT           | Public Works Engineering |

**Reclassification of Permanent Positions**

No Change in Full-Time Equivalents (FTE)

| <b>Current Position</b>       | <b>Grade</b> | <b>FT/PT</b> | <b>Proposed Position</b>         | <b>Grade</b> | <b>FT/PT</b> | <b>Budget Activity</b>  |
|-------------------------------|--------------|--------------|----------------------------------|--------------|--------------|-------------------------|
| Police Technician             | N13          | FT           | Evidence and Forensic Supervisor | N14          | FT           | Police Support Services |
| Criminal Intelligence Analyst | N10          | FT           | Criminal Intelligence Analyst    | N12          | FT           | Police Support Services |
| Battalion Chief               | BC           | FT           | Battalion Chief                  | BC           | FT           | Fire Support            |
| Accounting Clerk              | N07          | PT           | Accountant                       | N10          | PT           | Finance                 |

**Total of 380.82 Full-Time Equivalents (FTE) Authorized for FY 2026  
Increase of 13.13 FTE**

**Exhibit C**  
**Pay Scales – Non-Union**

| Approved<br>FY2026 | Step 1   | Step 2   | Step 3   | Step 4   | Step 5   | Step 6   | Step 7   | Step 8   | Step 9   |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| N01                | 40,820   | 42,860   | 45,003   | 47,253   | 48,672   | 50,132   | 51,636   | 53,186   | 54,781   |
| Hourly             | 19.625   | 20.606   | 21.636   | 22.718   | 23.400   | 24.102   | 24.825   | 25.570   | 26.337   |
| Bi-Weekly          | 1,570.00 | 1,648.46 | 1,730.88 | 1,817.42 | 1,872.00 | 1,928.15 | 1,986.00 | 2,045.62 | 2,106.96 |
| N02                | 43,266   | 45,429   | 47,701   | 50,086   | 51,588   | 53,136   | 54,729   | 56,370   | 58,061   |
| Hourly             | 20.801   | 21.841   | 22.933   | 24.080   | 24.802   | 25.546   | 26.312   | 27.101   | 27.914   |
| Bi-Weekly          | 1,664.08 | 1,747.27 | 1,834.65 | 1,926.38 | 1,984.15 | 2,043.69 | 2,104.96 | 2,168.08 | 2,233.12 |
| N03                | 45,864   | 48,158   | 50,567   | 53,096   | 54,689   | 56,331   | 58,020   | 59,760   | 61,553   |
| Hourly             | 22.050   | 23.153   | 24.311   | 25.527   | 26.293   | 27.082   | 27.894   | 28.731   | 29.593   |
| Bi-Weekly          | 1,764.00 | 1,852.23 | 1,944.88 | 2,042.15 | 2,103.42 | 2,166.58 | 2,231.54 | 2,298.46 | 2,367.42 |
| N04                | 48,618   | 51,049   | 53,602   | 56,283   | 57,972   | 59,711   | 61,501   | 63,346   | 65,248   |
| Hourly             | 23.374   | 24.543   | 25.770   | 27.059   | 27.871   | 28.707   | 29.568   | 30.455   | 31.369   |
| Bi-Weekly          | 1,869.92 | 1,963.42 | 2,061.62 | 2,164.73 | 2,229.69 | 2,296.58 | 2,365.42 | 2,436.38 | 2,509.54 |
| N05                | 51,532   | 54,109   | 56,815   | 59,656   | 61,445   | 63,288   | 65,187   | 67,142   | 69,156   |
| Hourly             | 24.775   | 26.014   | 27.315   | 28.681   | 29.541   | 30.427   | 31.340   | 32.280   | 33.248   |
| Bi-Weekly          | 1,982.00 | 2,081.12 | 2,185.19 | 2,294.46 | 2,363.27 | 2,434.15 | 2,507.19 | 2,582.38 | 2,659.85 |
| N06                | 54,625   | 57,356   | 60,224   | 63,236   | 65,133   | 67,086   | 69,100   | 71,173   | 73,310   |
| Hourly             | 26.262   | 27.575   | 28.954   | 30.402   | 31.314   | 32.253   | 33.221   | 34.218   | 35.245   |
| Bi-Weekly          | 2,100.96 | 2,206.00 | 2,316.31 | 2,432.15 | 2,505.12 | 2,580.23 | 2,657.69 | 2,737.42 | 2,819.62 |
| N07                | 57,901   | 60,796   | 63,835   | 67,028   | 69,039   | 71,111   | 73,245   | 75,442   | 77,705   |
| Hourly             | 27.837   | 29.229   | 30.690   | 32.225   | 33.192   | 34.188   | 35.214   | 36.270   | 37.358   |
| Bi-Weekly          | 2,226.96 | 2,338.31 | 2,455.19 | 2,578.00 | 2,655.35 | 2,735.04 | 2,817.12 | 2,901.62 | 2,988.65 |
| N08                | 61,375   | 64,443   | 67,664   | 71,049   | 73,181   | 75,375   | 77,636   | 79,966   | 82,364   |
| Hourly             | 29.507   | 30.982   | 32.531   | 34.158   | 35.183   | 36.238   | 37.325   | 38.445   | 39.598   |
| Bi-Weekly          | 2,360.58 | 2,478.58 | 2,602.46 | 2,732.65 | 2,814.65 | 2,899.04 | 2,986.00 | 3,075.62 | 3,167.85 |
| N09                | 65,058   | 68,311   | 71,727   | 75,313   | 77,572   | 79,899   | 82,295   | 84,764   | 87,308   |
| Hourly             | 31.278   | 32.842   | 34.484   | 36.208   | 37.294   | 38.413   | 39.565   | 40.752   | 41.975   |
| Bi-Weekly          | 2,502.23 | 2,627.35 | 2,758.73 | 2,896.65 | 2,983.54 | 3,073.04 | 3,165.19 | 3,260.15 | 3,358.00 |
| N10                | 68,964   | 72,413   | 76,034   | 79,837   | 82,231   | 84,698   | 87,239   | 89,856   | 92,552   |
| Hourly             | 33.156   | 34.814   | 36.555   | 38.383   | 39.534   | 40.720   | 41.942   | 43.200   | 44.496   |
| Bi-Weekly          | 2,652.46 | 2,785.12 | 2,924.38 | 3,070.65 | 3,162.73 | 3,257.62 | 3,355.35 | 3,456.00 | 3,559.69 |
| N11                | 73,102   | 76,756   | 80,594   | 84,623   | 87,162   | 89,777   | 92,471   | 95,245   | 98,103   |
| Hourly             | 35.145   | 36.902   | 38.747   | 40.684   | 41.905   | 43.162   | 44.457   | 45.791   | 47.165   |
| Bi-Weekly          | 2,811.62 | 2,952.15 | 3,099.77 | 3,254.73 | 3,352.38 | 3,452.96 | 3,556.58 | 3,663.27 | 3,773.19 |
| N12                | 77,486   | 81,361   | 85,430   | 89,702   | 92,394   | 95,166   | 98,022   | 100,963  | 103,992  |
| Hourly             | 37.253   | 39.116   | 41.072   | 43.126   | 44.420   | 45.753   | 47.126   | 48.540   | 49.996   |
| Bi-Weekly          | 2,980.23 | 3,129.27 | 3,285.77 | 3,450.08 | 3,553.62 | 3,660.23 | 3,770.08 | 3,883.19 | 3,999.69 |
| N13                | 82,135   | 86,241   | 90,553   | 95,081   | 97,933   | 100,870  | 103,896  | 107,014  | 110,223  |
| Hourly             | 39.488   | 41.462   | 43.535   | 45.712   | 47.083   | 48.495   | 49.950   | 51.449   | 52.992   |
| Bi-Weekly          | 3,159.04 | 3,316.96 | 3,482.81 | 3,656.96 | 3,766.65 | 3,879.62 | 3,996.00 | 4,115.92 | 4,239.35 |
| N14                | 87,063   | 91,416   | 95,988   | 100,786  | 103,811  | 106,924  | 110,132  | 113,435  | 116,838  |
| Hourly             | 41.857   | 43.950   | 46.148   | 48.455   | 49.909   | 51.406   | 52.948   | 54.536   | 56.172   |
| Bi-Weekly          | 3,348.58 | 3,516.00 | 3,691.85 | 3,876.38 | 3,992.73 | 4,112.46 | 4,235.85 | 4,362.88 | 4,493.77 |

**Pay Scales – Non-Union (continued)**

|           |          |          |          |          |          |          |          |          |          |
|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| N15       | 92,285   | 96,899   | 101,743  | 106,831  | 110,036  | 113,337  | 116,738  | 120,241  | 123,847  |
| Hourly    | 44.368   | 46.586   | 48.915   | 51.361   | 52.902   | 54.489   | 56.124   | 57.808   | 59.542   |
| Bi-Weekly | 3,549.42 | 3,726.88 | 3,913.19 | 4,108.88 | 4,232.15 | 4,359.12 | 4,489.92 | 4,624.65 | 4,763.35 |
| N16       | 97,824   | 102,717  | 107,852  | 113,246  | 116,642  | 120,141  | 123,745  | 127,458  | 131,281  |
| Hourly    | 47.031   | 49.383   | 51.852   | 54.445   | 56.078   | 57.760   | 59.493   | 61.278   | 63.116   |
| Bi-Weekly | 3,762.46 | 3,950.65 | 4,148.15 | 4,355.62 | 4,486.23 | 4,620.81 | 4,759.42 | 4,902.23 | 5,049.27 |
| N17       | 103,694  | 108,880  | 114,323  | 120,039  | 123,639  | 127,348  | 131,169  | 135,104  | 139,158  |
| Hourly    | 49.853   | 52.346   | 54.963   | 57.711   | 59.442   | 61.225   | 63.062   | 64.954   | 66.903   |
| Bi-Weekly | 3,988.23 | 4,187.69 | 4,397.04 | 4,616.88 | 4,755.35 | 4,898.00 | 5,044.96 | 5,196.31 | 5,352.23 |
| N18       | 109,916  | 115,411  | 121,181  | 127,240  | 131,057  | 134,988  | 139,038  | 143,208  | 147,505  |
| Hourly    | 52.844   | 55.486   | 58.260   | 61.173   | 63.008   | 64.898   | 66.845   | 68.850   | 70.916   |
| Bi-Weekly | 4,227.54 | 4,438.88 | 4,660.81 | 4,893.85 | 5,040.65 | 5,191.85 | 5,347.62 | 5,508.00 | 5,673.27 |
| N19       | 116,507  | 122,333  | 128,450  | 134,873  | 138,919  | 143,087  | 147,380  | 151,803  | 156,356  |
| Hourly    | 56.013   | 58.814   | 61.755   | 64.843   | 66.788   | 68.792   | 70.856   | 72.982   | 75.171   |
| Bi-Weekly | 4,481.04 | 4,705.12 | 4,940.38 | 5,187.42 | 5,343.04 | 5,503.35 | 5,668.46 | 5,838.58 | 6,013.69 |
| N20       | 123,500  | 129,676  | 136,159  | 142,967  | 147,256  | 151,674  | 156,225  | 160,911  | 165,739  |
| Hourly    | 59.375   | 62.344   | 65.461   | 68.734   | 70.796   | 72.920   | 75.108   | 77.361   | 79.682   |
| Bi-Weekly | 4,750.00 | 4,987.54 | 5,236.88 | 5,498.73 | 5,663.69 | 5,833.62 | 6,008.65 | 6,188.88 | 6,374.58 |

| Grade | Department            | Job Title                                   |
|-------|-----------------------|---------------------------------------------|
| N04   | City Clerk's Office   | Administrative Clerk                        |
| N04   | Finance/Utilities     | Administrative Clerk                        |
| N04   | Community Development | Administrative Clerk                        |
| N04   | Fire                  | Administrative Clerk                        |
| N04   | Parks and Recreation  | Administrative Clerk                        |
| N04   | Library               | Library Associate                           |
| N05   | Parks and Recreation  | Recreation Specialist                       |
| N06   | Finance               | Customer Service Representative – Utilities |
| N06   | Community Development | Permits Clerk                               |
| N06   | Police                | Police Records Clerk                        |
| N06   | City Clerk's Office   | Records Clerk                               |
| N06   | Fire                  | Public Education Coordinator                |
| N07   | Finance               | Accounting Clerk                            |
| N07   | Economic Development  | Administrative Assistant                    |
| N07   | Parks and Recreation  | Administrative Assistant                    |
| N07   | Community Development | Administrative Assistant                    |
| N07   | Police                | Administrative Assistant-Administration     |
| N07   | Public Works          | Administrative Assistant                    |
| N07   | Police                | Administrative Assistant-Operations         |
| N07   | Human Resources       | Human Resources Coordinator                 |
| N08   | Police                | Community Service Officer                   |
| N08   | Community Development | Permits Technician                          |
| N09   | City Clerk's Office   | Deputy City Clerk                           |
| N09   | Human Resources       | Human Resources Specialist                  |
| N09   | Finance               | Purchasing Coordinator                      |
| N10   | Finance               | Accountant                                  |
| N10   | Library               | Children's Librarian                        |
| N10   | Library               | Teen Librarian                              |
| N10   | Library               | Adult Services Librarian                    |
| N10   | Library               | Collection Development Librarian            |
| N10   | Community Development | Planner                                     |

|     |                        |                                         |
|-----|------------------------|-----------------------------------------|
| N10 | Municipal Utilities    | GIS Technician                          |
| N10 | Municipal Utilities    | Utility Permit Specialist               |
| N11 | Police                 | Civilian Supervisor                     |
| N11 | Community Development  | Permits Supervisor                      |
| N11 | Community Development  | Code Enforcement Officer I              |
| N11 | Community Development  | Combination Inspector I                 |
| N11 | Finance                | Customer Service Supervisor – Utilities |
| N11 | Public Works/Utilities | Engineering Technician I                |
| N11 | Parks and Recreation   | Food and Beverage Manager               |
| N11 | IT                     | IT Technician                           |
| N11 | Parks and Recreation   | Recreation Supervisor                   |
| N11 | IT                     | GIS Specialist                          |
| N11 | Police                 | Evidence Assistant                      |
| N12 | Community Development  | Associate Planner                       |
| N12 | Public Works/Utilities | Civil Engineer I                        |
| N12 | Community Development  | Code Enforcement Officer II             |
| N12 | Community Development  | Combination Inspector II                |
| N12 | Communications         | Communications Specialist               |
| N12 | City Manager's Office  | Budget Analyst                          |
| N12 | Public Works/Utilities | Engineering Technician II               |
| N12 | IT                     | GIS Coordinator                         |
| N12 | Library                | Public Services Manager                 |
| N12 | Library                | Circulation Manager                     |
| N12 | Police                 | Criminal Intelligence Analyst           |
| N12 | Municipal Utilities    | Utility Coordinator                     |
| N13 | Public Works           | Storm Water Coordinator                 |
| N13 | Community Development  | Building Inspections Supervisor         |
| N13 | Community Development  | Code Enforcement Supervisor             |
| N13 | Public Works/Utilities | Engineering Technician III              |
| N13 | Public Works           | Engineering Traffic Specialist          |
| N13 | Parks and Recreation   | Golf Course Superintendent              |
| N13 | Parks and Recreation   | Head Golf Professional                  |
| N13 | Parks and Recreation   | Sports Facilities Superintendent        |
| N13 | Parks and Recreation   | Facilities Maintenance Superintendent   |
| N13 | City Manager's Office  | Assistant to the City Manager           |
| N13 | City Manager's Office  | Airport Manager                         |
| N13 | Community Development  | Senior Planner                          |
| N14 | Public Works           | Fleet Supervisor                        |
| N14 | Public Works           | Street Supervisor                       |
| N14 | Municipal Utilities    | Utilities Supervisor – Wastewater       |
| N14 | Municipal Utilities    | Utilities Supervisor – Water            |
| N14 | Police                 | Evidence & Forensic Supervisor          |
| N15 | Community Development  | Deputy Building Official                |
| N15 | IT                     | Network Management Specialist           |
| N16 | Public Works/Utilities | Civil Engineer II                       |
| N16 | Parks and Recreation   | Recreation Superintendent               |
| N16 | Municipal Utilities    | Utilities Superintendent – Wastewater   |
| N16 | Municipal Utilities    | Utilities Superintendent – Water        |
| N17 | Parks and Recreation   | Parks and Facilities Administrator      |
| N18 | Community Development  | Chief Building Official                 |
| N18 | Municipal Utilities    | Development Engineering Manager         |
| N18 | Public Works           | Public Works Engineering Manager        |
| N18 | Public Works           | Storm Water and Environmental Manager   |
| N18 | Public Works           | Operations Manager – Public Works       |
| N18 | Public Works           | Traffic Engineering Manager             |
| N18 | Community Development  | Planning Manager                        |
| N20 | Public Works           | City Engineer                           |

**Pay Scales – Management**

| <b>Approved<br/>FY2026</b> | <b>Minimum</b> | <b>Midpoint</b> | <b>Maximum</b> |
|----------------------------|----------------|-----------------|----------------|
| MG1                        | 103,694        | 121,426         | 139,158        |
| Hourly                     | 49.853         | 58.378          | 66.903         |
| Bi-Weekly                  | 3,988.23       | 4,670.23        | 5,352.23       |
| MG2                        | 123,500        | 144,620         | 165,739        |
| Hourly                     | 59.375         | 69.529          | 79.682         |
| Bi-Weekly                  | 4,750.00       | 5,562.31        | 6,374.58       |
| MG3                        | 130,911        | 153,296         | 175,681        |
| Hourly                     | 62.938         | 73.700          | 84.462         |
| Bi-Weekly                  | 5,035.04       | 5,896.00        | 6,756.96       |
| MG4                        | 138,765        | 162,496         | 186,227        |
| Hourly                     | 66.714         | 78.123          | 89.532         |
| Bi-Weekly                  | 5,337.12       | 6,249.85        | 7,162.58       |
| MG5                        | 147,089        | 172,243         | 197,396        |
| Hourly                     | 70.716         | 82.809          | 94.902         |
| Bi-Weekly                  | 5,657.27       | 6,624.73        | 7,592.15       |

| <b>Grade</b> | <b>Department</b>     | <b>Job Title</b>                 |
|--------------|-----------------------|----------------------------------|
| MG1          | City Clerk's Office   | City Clerk                       |
| MG1          | Communications        | Communications Director          |
| MG1          | Finance               | Finance Officer                  |
| MG2          | Human Resources       | Human Resources Director         |
| MG2          | IT                    | IT Director                      |
| MG2          | Library               | Library Director                 |
| MG2          | Parks and Recreation  | Parks and Recreation Director    |
| MG3          | Economic Development  | Economic Development Director    |
|              |                       | Community Development            |
| MG4          | Community Development | Director                         |
| MG4          | City Manager's Office | Administrative Services Director |
| MG4          | Police                | Chief of Police                  |
| MG4          | Fire                  | Fire Chief                       |
| MG4          | Municipal Utilities   | Municipal Utilities Director     |
| MG4          | Public Works          | Public Works Director            |
| MG5          | City Manager's Office | Assistant City Manager           |



**Pay Scales – Public Works, Municipal Utilities, Parks & Recreation Divisions**

| <b>Approved<br/>FY2026</b> | <b>Step 1</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> | <b>Step 6</b> |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| A06                        | 54,766        | 57,506        | 60,380        | 63,398        | 65,300        | 67,259        |
| Hourly                     | 26.330        | 27.647        | 29.029        | 30.480        | 31.394        | 32.336        |
| Bi-Weekly                  | 2,106.38      | 2,211.77      | 2,322.31      | 2,438.38      | 2,511.54      | 2,586.88      |
| A07                        | 57,812        | 60,703        | 63,737        | 66,924        | 68,931        | 70,999        |
| Hourly                     | 27.794        | 29.184        | 30.643        | 32.175        | 33.140        | 34.134        |
| Bi-Weekly                  | 2,223.54      | 2,334.73      | 2,451.42      | 2,574.00      | 2,651.19      | 2,730.73      |
| A08                        | 60,848        | 63,891        | 67,086        | 70,441        | 72,555        | 74,730        |
| Hourly                     | 29.254        | 30.717        | 32.253        | 33.866        | 34.882        | 35.928        |
| Bi-Weekly                  | 2,340.31      | 2,457.35      | 2,580.23      | 2,709.27      | 2,790.58      | 2,874.23      |
| A09                        | 63,885        | 67,080        | 70,435        | 73,956        | 76,176        | 78,462        |
| Hourly                     | 30.714        | 32.250        | 33.863        | 35.556        | 36.623        | 37.722        |
| Bi-Weekly                  | 2,457.12      | 2,580.00      | 2,709.04      | 2,844.46      | 2,929.85      | 3,017.77      |
| A10                        | 66,926        | 70,273        | 73,786        | 77,476        | 79,799        | 82,193        |
| Hourly                     | 32.176        | 33.785        | 35.474        | 37.248        | 38.365        | 39.516        |
| Bi-Weekly                  | 2,574.08      | 2,702.81      | 2,837.92      | 2,979.85      | 3,069.19      | 3,161.27      |
| A11                        | 69,963        | 73,461        | 77,135        | 80,991        | 83,420        | 85,923        |
| Hourly                     | 33.636        | 35.318        | 37.084        | 38.938        | 40.106        | 41.309        |
| Bi-Weekly                  | 2,690.88      | 2,825.42      | 2,966.73      | 3,115.04      | 3,208.46      | 3,304.73      |
| A13                        | 76,694        | 80,529        | 84,556        | 88,785        | 91,449        | 94,193        |
| Hourly                     | 36.872        | 38.716        | 40.652        | 42.685        | 43.966        | 45.285        |
| Bi-Weekly                  | 2,949.77      | 3,097.27      | 3,252.15      | 3,414.81      | 3,517.27      | 3,622.81      |

| <b>Grade</b> | <b>Department</b>    | <b>Job Title</b>                  |
|--------------|----------------------|-----------------------------------|
| A06          | Parks and Recreation | Park Maintenance Assistant        |
| A06          | Municipal Utilities  | Utilities Operator Assistant      |
| A07          | Parks and Recreation | Groundskeeper                     |
| A07          | Parks and Recreation | Park Maintenance Technician I     |
| A07          | Public Works         | Equipment Operator                |
| A07          | Parks and Recreation | Facilities Maintenance Technician |
| A08          | Municipal Utilities  | Utilities Operator I              |
| A09          | Parks and Recreation | Park Maintenance Technician II    |
| A09          | Parks and Recreation | Groundskeeper II                  |
| A09          | Parks and Recreation | Mechanic – Golf Course            |
| A09          | Public Works         | Fleet Technician                  |
| A09          | Public Works         | Traffic Technician                |
| A10          | Municipal Utilities  | Utilities Operator II             |
| A11          | Municipal Utilities  | Utilities Operator III            |
| A11          | Parks and Recreation | Lead Park Maintenance Technician  |
| A11          | Public Works         | Lead Equipment Operator           |
| A11          | Public Works         | Lead Fleet Technician             |
| A13          | Public Works         | Lead Traffic Technician           |

**Pay Scales – Teamsters Police Department Union**  
Annual salary estimate based on working 2,053 hours per year.

| Approved<br>FY2026 | Step 1   | Step 2   | Step 3   | Step 4   | Step 5   | Step 6   | Step 7   | Step 8   | Step 9   |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| PO                 | 70,190   | 73,699   | 77,384   | 81,254   | 83,691   | 86,201   | 88,788   | 91,451   | 94,194   |
| Hourly             | 34.189   | 35.898   | 37.693   | 39.578   | 40.765   | 41.988   | 43.248   | 44.545   | 45.881   |
| Bi-Weekly          | 2,699.62 | 2,834.58 | 2,976.31 | 3,125.15 | 3,218.88 | 3,315.42 | 3,414.92 | 3,517.35 | 3,622.85 |

| Grade | Department | Job Title      |
|-------|------------|----------------|
| PO    | Police     | Police Officer |

**Pay Scales – Police Department Command Staff**

| Approved<br>FY2026 | Step 1   | Step 2   | Step 3   | Step 4   | Step 5   | Step 6   | Step 7   | Step 8   |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| PS8                | 98,648   | 103,580  | 108,759  | 114,196  | 117,622  | 121,150  |          |          |
| Hourly             | 47.427   | 49.798   | 52.288   | 54.902   | 56.549   | 58.245   |          |          |
| Bi-Weekly          | 3,794.15 | 3,983.85 | 4,183.04 | 4,392.15 | 4,523.92 | 4,659.62 |          |          |
| PS *               | 97,368   | 102,235  | 107,347  | 112,714  | 116,095  | 119,577  |          |          |
| Hourly             | 47.427   | 49.798   | 52.288   | 54.902   | 56.549   | 58.245   |          |          |
| Bi-Weekly          | 3,744.92 | 3,932.12 | 4,128.73 | 4,335.15 | 4,465.19 | 4,599.12 |          |          |
| PL                 | 101,502  | 106,577  | 111,906  | 117,501  | 121,027  | 124,659  | 128,398  | 132,251  |
| Hourly             | 48.799   | 51.239   | 53.801   | 56.491   | 58.186   | 59.932   | 61.730   | 63.582   |
| Bi-Weekly          | 3,903.92 | 4,099.12 | 4,304.08 | 4,519.27 | 4,654.88 | 4,794.58 | 4,938.38 | 5,086.58 |
| PC                 | 115,787  | 121,576  | 127,656  | 134,039  | 138,060  | 142,201  | 146,467  | 150,862  |
| Hourly             | 55.667   | 58.450   | 61.373   | 64.442   | 66.375   | 68.366   | 70.417   | 72.530   |
| Bi-Weekly          | 4,453.35 | 4,676.00 | 4,909.85 | 5,155.35 | 5,310.00 | 5,469.27 | 5,633.35 | 5,802.38 |

\* Annual salary estimate based on working 2,053 hours per year.

| Grade | Department | Job Title                        |
|-------|------------|----------------------------------|
| PS8   | Police     | Police Sergeant (8-hour/10-hour) |
| PS    | Police     | Police Sergeant (9-hour)         |
| PL    | Police     | Police Lieutenant                |
| PC    | Police     | Police Captain                   |

### Pay Scales – Fire Department Command Staff

| Approved<br>FY2026 | Step 1   | Step 2   | Step 3   | Step 4   | Step 5   | Step 6   | Step 7   | Step 8   |
|--------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| BC                 | 103,813  | 109,004  | 114,454  | 120,176  | 123,781  | 127,494  | 131,319  |          |
| Hourly             | 35.650   | 37.433   | 39.304   | 41.269   | 42.507   | 43.782   | 45.096   |          |
| Bi-Weekly          | 3,992.81 | 4,192.46 | 4,402.08 | 4,622.15 | 4,760.81 | 4,903.62 | 5,050.73 |          |
| DIV                | 103,813  | 109,004  | 114,454  | 120,176  | 123,781  | 127,494  | 131,319  |          |
| Hourly             | 49.910   | 52.406   | 55.026   | 57.777   | 59.510   | 61.295   | 63.134   |          |
| Bi-Weekly          | 3,992.81 | 4,192.46 | 4,402.08 | 4,622.15 | 4,760.81 | 4,903.62 | 5,050.73 |          |
| DC                 | 113,433  | 119,105  | 125,060  | 131,312  | 135,252  | 139,310  | 143,489  | 147,794  |
| Hourly             | 54.535   | 57.262   | 60.125   | 63.131   | 65.025   | 66.976   | 68.985   | 71.055   |
| Bi-Weekly          | 4,362.81 | 4,580.96 | 4,810.00 | 5,050.46 | 5,202.00 | 5,358.08 | 5,518.81 | 5,684.38 |

| Grade | Department | Job Title                                      |
|-------|------------|------------------------------------------------|
| BC    | Fire       | Fire Battalion Chief (56-hour week)            |
| DIV   | Fire       | Fire Division Chief – Community Risk Reduction |
| DIV   | Fire       | Fire Division Chief – Training & Safety        |
| DC    | Fire       | Fire Deputy Chief – EMS                        |
| DC    | Fire       | Fire Deputy Chief – Fire                       |

**Pay Scales – Seasonal**

| <b>Approved<br/>FY2026</b> | <b>Step 1</b> | <b>Step 2</b> | <b>Step 3</b> | <b>Step 4</b> | <b>Step 5</b> |                                                                                                                                            |
|----------------------------|---------------|---------------|---------------|---------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| REC1                       | 11.25         | 11.75         | 12.25         | 12.75         | 13.25         | Gym Supervisor, Program Assistant                                                                                                          |
| REC2                       | 12.25         | 12.75         | 13.25         | 13.75         | 14.25         | Non-Certified Program Instructor                                                                                                           |
| REC3                       | 11.75         | 12.25         | 12.75         | 13.25         | 13.75         | Non-Certified Official (Tots-1st grade)                                                                                                    |
| REC4                       | 13.75         | 14.25         | 14.75         | 15.25         | 15.75         | Non-Certified Official II (2nd grade-7th grade)                                                                                            |
| REC5                       | 14.75         | 15.25         | 15.75         | 16.25         | 16.75         | Certified Program Instructor, Senior Comm Center Attendant                                                                                 |
| REC6                       | 16.75         | 17.25         | 17.75         | 18.25         | 18.75         | Certified Official                                                                                                                         |
| HWK1                       | 13.25         | 13.75         | 14.25         | 14.75         | 15.25         | Hawkeye Park Concessions                                                                                                                   |
| AQU1                       | 11.25         | 11.75         | 12.25         | 12.75         | 13.25         | Aquatic Admissions/Concessions                                                                                                             |
| AQU2                       | 12.00         | 12.50         | 13.00         | 13.50         | 14.00         | Aquatic Water Slide Attendant                                                                                                              |
| AQU3                       | 13.00         | 13.50         | 14.00         | 14.50         | 15.00         | Aquatic Maintenance                                                                                                                        |
| AQU4                       | 14.50         | 15.00         | 15.50         | 16.00         | 16.50         | Aquatic Life Guard, Admissions/Concessions Lead                                                                                            |
| AQU5                       | 16.50         | 17.00         | 17.50         | 18.00         | 18.50         | Aquatic Safety Instructor                                                                                                                  |
| AQU6                       | 17.50         | 18.00         | 18.50         | 19.00         | 19.50         | Aquatic Head Guard                                                                                                                         |
| AQU7                       | 18.00         | 18.50         | 19.00         | 19.50         | 20.00         | Aquatic Lesson Coordinator                                                                                                                 |
| AQU8                       | 20.75         | 21.25         | 21.75         | 22.25         | 22.75         | Aquatic Center Manager                                                                                                                     |
| AQU9                       | 18.25         | 18.75         | 19.25         | 19.75         | 20.25         | Aquatic Private Lesson Instructor                                                                                                          |
| OC1                        | 6.25          | 6.75          | 7.25          | 7.75          | 8.25          | Tin Cup/Beverage Cart (plus tips)                                                                                                          |
| OC2                        | 11.00         | 11.50         | 12.00         | 12.50         | 13.00         | Clubhouse Services                                                                                                                         |
| OC3                        | 11.25         | 11.75         | 12.25         | 12.75         | 13.25         | Banquet Bartender                                                                                                                          |
| OC4                        | 11.75         | 12.25         | 12.75         | 13.25         | 13.75         | Starter Supervisor                                                                                                                         |
| OC5                        | 16.00         | 16.50         | 17.00         | 17.50         | 18.00         | Tin Cup Cook                                                                                                                               |
| OC6                        | 13.00         | 13.50         | 14.00         | 14.50         | 15.00         | Banquet Server                                                                                                                             |
| OC7                        | 14.50         | 15.00         | 15.50         | 16.00         | 16.50         | Pro Shop Associate                                                                                                                         |
| OC8                        | 18.00         | 18.50         | 19.00         | 19.50         | 20.00         | Banquet Cook                                                                                                                               |
| OC9                        | 21.75         | 22.25         | 22.75         | 23.25         | 23.75         | Asst Food & Beverage Manager, Asst Pro Shop Manager                                                                                        |
| SL1                        | 13.50         | 14.00         | 14.50         | 15.00         | 15.50         | Sports Complex Field Crew (weekends)                                                                                                       |
| SL2                        | 18.00         | 18.50         | 19.00         | 19.50         | 20.00         | Sports Complex Field Maintenance, Golf Course Maintenance, Parks Maintenance, Streets Maintenance (3-10 Month); Utility Locator (10 Month) |
| INT                        | 17.00         | -             | -             | -             | -             | Interns                                                                                                                                    |
| INE                        | 19.00         | -             | -             | -             | -             | Intern-Engineering                                                                                                                         |

\* Step movement is based on returning from season to season

\* Seasonal pay scales effective March 20, 2023

## **Exhibit D**

### **Pay Plan**

#### **Policies and Procedures**

- All new employees will be placed on the grade assigned for the position hired and be placed on the first step unless otherwise approved in a collective bargaining agreement. A new employee may be hired at a rate up to and including the midpoint of the pay grade for such reasons as market conditions or the employee's experience exceeds stated requirements, if approved by the Human Resources Director. Any request to hire above the midpoint must be approved by the City Manager.
- All step increases will occur on the pay period in which the first July pay check falls. Employees are eligible for a step increase upon a satisfactory performance evaluation. New employees hired between July 1 and January 1 are eligible for a step increase on July 1. New employees hired after January 1 are not eligible for a step increase the next July 1 unless special arrangements were approved at the time of hire. Employees receiving a promotional increase mid-year are still eligible for the July 1 step increase.
- Newly created positions will be evaluated by the Human Resources Director using a standard job evaluation method so that the classification and appropriate pay grade can be determined.
- An employee who is promoted from a classification in one grade to a classification in a higher pay grade shall receive at least the minimum rate of the new salary grade range or be placed on the step that would give a salary increase of up to 10%, whichever is greater.
- An employee in a position that has been reclassified from one salary grade to a higher salary grade shall be placed in the new grade at the range minimum. If the employee's salary is above the new range minimum, the employee shall be placed on a step in the new grade closest to, but not lower than, the rate the employee was receiving prior to the reclassification.
- An employee in a position which has been reclassified from one salary grade to a lower salary grade shall be placed on a step in the new grade closest to, but not lower than, the rate the employee was receiving prior to the reclassification. If the employee's salary at the time of the reclassification exceeds the new range maximum, the employee shall retain his/her present salary, and such employee shall not be eligible for further increases until his/her salary is again within the new salary range.
- An employee who transfers from one classification to another classification in the same pay grade shall receive no salary adjustment. This includes moving from part-time to full-time status.
- An employee accepting a voluntary demotion from a classification in one salary grade to a classification in a lower salary grade shall be placed in the new salary grade on the step

closest to, but not lower than, his/her current pay. If the employee's salary at the time of the demotion exceeds the new range maximum, the employee's salary shall be adjusted to the new maximum.

- An employee who is demoted from a classification in one salary grade to a classification in a lower salary grade for non-performance reasons shall be placed in the new salary grade on the step closest to, but not lower than, the rate the employee was receiving when the demotion occurred. If the employee's salary at the time of the demotion exceeds the new range maximum, the employee shall retain his/her present salary and such employee shall not be eligible for further increases until his/her salary is again within the salary range for the new position.
- An employee who is demoted from a classification in one salary grade to a classification in a lower salary grade for performance reasons shall be placed in the new salary grade at the step where the employee would receive at least a 5% decrease in salary. If the employee's salary at the time of the demotion exceeds the new range maximum, the employee's salary shall be adjusted to the new pay range maximum, or at the step where the employee would receive at least a 5% decrease.
- The pay plan may be adjusted annually based on the market or a cost of living adjustment. (A published salary adjustment structure survey may be used.)



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** accepting a Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 20 Ankeny Industrial Park; and associated with the site improvements of the Dohrn Transfer at 2129 SE Hulsizer Road.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS



1. Resolution
2. Easement

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

---

Preparer Information: Ryan Kirschman, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3556

**RESOLUTION**

**RESOLUTION ACCEPTING A PUBLIC STORM WATER MANAGEMENT FACILITY MAINTENANCE COVENANT AND PERMANENT EASEMENT AGREEMENT, LOCATED ON LOT 20 ANKENY INDUSTRIAL PARK; ASSOCIATED WITH THE SITE IMPROVEMENTS OF THE DOHRN TRANSFER BUILDING ADDITION AT 2129 SE HULSIZER ROAD**

---

**WHEREAS**, a Public Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 20 Ankeny Industrial Park; associated with the site improvements at 2129 SE Hulsizer Road, as shown on the attached Easement Plat, has been submitted and accepted by the City Engineer and Director of Community Development of the City of Ankeny, Iowa.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the Public Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 20 Ankeny Industrial Park; associated with the site improvements at 2129 SE Hulsizer Road is hereby accepted.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

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Michelle Yuska, City Clerk

**WHEN RECORDED RETURN TO:**

City Clerk  
410 W. 1<sup>st</sup> Street  
Ankeny, Iowa 50023

**Preparer Information:**

Brent K. Culp  
Snyder & Associates, Inc.  
2727 SW Snyder Blvd  
Ankeny, Iowa 50023  
(515) 964-2020

**STORM WATER MANAGEMENT FACILITY  
MAINTENANCE COVENANT AND PERMANENT EASEMENT AGREEMENT**

**THIS STORM WATER MANAGEMENT FACILITY MAINTENANCE COVENANT AND PERMANENT EASEMENT AGREEMENT** is entered into between Dohrn Transfer (hereinafter referred to as "Grantor") and the **City of Ankeny, Iowa** (hereinafter referred to as "City"), in consideration for the approval by the City of Ankeny, Iowa of the Final Plat.

Grantor is obligated by the Municipal Code of the City of Ankeny to control storm water runoff for the proposed development as a part of the Final Plat permit approval process. In consideration for the City's approval of the Grantor's Final Plat, the parties enter into this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement to control and address storm water runoff for the following described property:

Part of Lot 20, Ankeny Industrial Park, An Official Plat, City of Ankeny, Polk  
County, Iowa

(hereinafter referred to as the "Benefited Property").

**PART I – COVENANTS ON THE BENEFITED PROPERTY**

The following provisions are covenants running with the land to the City of Ankeny, binding on all successors and assigns of the Benefited Property and shall only be amended or released with the written permission of the City.

1. Grantor hereby agrees that the storm water runoff for the subdivision/site shall be controlled through installation, construction, and maintenance of a Storm Water Management Facility upon, over, under, through and across the following described property:

See Exhibit B

(hereinafter referred to as the "Easement Area").

2. Grantor covenants and agrees that the design, construction and maintenance of the Storm Water Management Facility shall meet the storm water runoff control requirements of the Municipal Code of the City of Ankeny, Iowa.

3. It is hereby agreed and covenanted that the above described Benefited Property receives benefit from the Storm Water Management Facility by controlling runoff from the Benefited Property to meet the requirements of the Municipal Code of the City of Ankeny, Iowa. In recognition of such benefit and to meet the maintenance, repair and replacement obligations of the Municipal Code of the City of Ankeny, Iowa, the Benefited Property owner ("Owners") shall be responsible for the proportionate share (determined by the number of lots in the Benefited Property) of any amount required for said obligations. Every owner of a Benefited Property hereby consents and agrees to the covenants and obligations of this Agreement and by virtue of their ownership of a portion of the Benefited Property.
4. It is hereby agreed that Grantor is solely responsible for constructing, installing and ensuring that the Storm Water Management Facility meets the standards and specifications established in the Municipal Code of the City of Ankeny, Iowa. If there is a discrepancy between the requirements in the City's Municipal Code and this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, this Agreement shall supersede. Grantor's obligations under this Agreement may not and shall not be transferred to the Owners until the City provides written consent to Grantor acknowledging that construction of the Storm Water Management Facility has been completed.
5. Grantor hereby designates, appoints and agrees on behalf of Grantor and all successors and assigns that the Owners are designated as the responsible party for replacement, reconstruction, repair, grading and maintenance of the Storm Water Management Facility.
6. Grantor hereby covenants and agrees that the Owner is hereby designated and authorized by Grantor and all successors and assigns to accept notices and service of process for all Benefited Property Owners as it relates to the inspection, replacement, reconstruction, repair, grading and maintenance of the Storm Water Management Facility or permanent easement or notice of assessment for replacement, reconstruction, repair, grading and maintenance of the Storm Water Management Facility. The Owners of the Benefited Property are responsible for complying with this Agreement.
7. The Owners shall be responsible for all maintenance, repair and replacement of the Storm Water Management Facility, including obligations set forth in Part II, paragraph 13, subsections (a) and (b) herein that are the obligation of the property owner of the Easement Area, should any property owner of the Easement Area not perform or fail to perform such obligations. The Owners are responsible for performing all other items listed in Part II, paragraph 13, subsections (c) through (i). Should any property owner do anything in conflict with paragraphs 13 through 18 herein, the Owners shall have the responsibility to remove such conflict to assure effectiveness of the Storm Water Management Facility. Grantor and all successors and assignees of the Benefited Property shall comply with all terms of the Easement set forth in Part II herein.
8. The Owners shall inspect the Storm Water Management Facility on an annual basis, including but not limited to all pipes, inlets and outlets for defects, obstructions or changes in the Storm Water Management Facility from the original design of the Facility. The inspection shall be conducted by a licensed professional engineer in the state of Iowa and documented with date stamped photographs of the Storm Water Management Facility. The Owners shall document such inspection by completing the Inspection Report Form available from the City. Any deficiencies or defects noted by the inspection shall be corrected by the Owners. The deficiencies or defects shall be corrected by the Owners within 30 days of receiving the Inspection Report Form. In the event the identified maintenance or repair cannot be completed within 30 days of notice, the responsible party must contact the City with 30 days of notice to explain why the maintenance or repair cannot be completed within 30 days and provide a plan for completing maintenance or repair. The Inspection photographs and Inspection Report Form shall be submitted to the City for review and shall be kept and maintained for a period of 5 years from the date of inspection.
9. The Owners shall be responsible for providing an as-built volume verification of the Storm Water Management Facility to the City prior to final occupancy being granted to the Owners. The City shall have the right to request an as-built volume verification from the Owners of the Storm Water Management Facility if the annual inspection indicates a deficiency from the original design of the Facility. The as-built deficiency shall be corrected by the Owners within 30 days of receiving notice from the City. In the event the deficiency cannot be completed within 30 days of notice, the responsible party must contact the City with 30 days of notice to explain why the repair cannot be completed within 30 days and provide a plan for completing maintenance or repair.

10. Grantor hereby agrees and consents on behalf of itself and all successors and assigns of the Benefited Property to assessment of the costs of maintaining, reconstructing, repairing, grading or dredging the Easement Area and Storm Water Management Facility on all Benefited Property established by the Grantor pursuant to the formula set forth in paragraph 11, below. Grantor, on behalf of itself and all successors and assigns of the Benefited Property, shall execute an Agreement and Waiver in favor of the City to allow the City to recover any costs expended for action taken as set forth in paragraph 11, below, to address the maintenance, reconstruction, repair, grading or dredging of the Storm Water Management Facility or Easement Area.
11. Should the Owners fail to maintain, reconstruct, repair, grade or dredge the Storm Water Management Facility or the Easement Area upon notice from the City, the City may cause such action to be done and assessed to each Benefited Property pursuant to the formula set forth below:

1/[Number of lots in Benefited Property] assessed to each Benefited Property

The assessments on each Benefited Property shall be immediately due and payable to the City pursuant to the terms of the Agreement and Waiver (see **Exhibit A**, attached hereto and made a part hereof).

## **PART II – EASEMENT FOR STORM WATER MANAGEMENT FACILITY AND DRAINAGE**

The following provisions in Part II herein are for a permanent easement over the Easement Area running with the land to the City of Ankeny and the Owners.

12. Grantor hereby grants the Owners and the City a Permanent Easement for Storm Water Management Facility and Drainage under, over, through and across the Easement Area described above for the purpose of constructing, reconstructing, repairing, grading and maintaining the Storm Water Management Facility and the surface of the Easement Area in a manner that will permit the free and unobstructed flow of surface water over the Easement Area described above.
13. It is the obligation of the Grantor and all subsequent owners of the above described easement area to maintain the Easement Area and the Storm Water Management Facility as set forth below. The Grantor and all subsequent owners of the Easement Area shall perform the maintenance obligations set forth below in items (a) and (b). The Owners shall perform all maintenance obligations set forth below in items (c) through (i). The Grantor and all subsequent property owners of the Easement Area shall maintain the Easement Area so not to conflict with the maintenance requirements of the Owners or the Owners' right to perform those maintenance obligations. The maintenance obligations for the Storm Water Management Facility are as follows:

### **Storm water detention and retention ponds or basins:**

- a. Mow on a regular basis to maintain the vegetation at the height designated on the original design to prevent erosion.
- b. Remove all trash, litter, debris or obstructions in the basin in the Easement Area and any inlets or outlets located within the Easement Area.
- c. Plant, maintain and replant as necessary permitted vegetation.
- d. Inspect for any defects, obstructions, or any changes in the original design.
- e. Inspect and determine the depth of the pond or basin on an annual basis.
- f. Remove any accumulated sediment from the outlet structures and remove any sediment which may accumulate greater than 12 inches in ponds or basins and greater than 6 inches in an underground detention basin.
- g. Till the soil at the bottom of the riparian buffer if it does not drain out within the time established in the design plan and replant vegetation as designated on the original design.
- h. All repairs shall conform to the original design.
- i. Maintaining the storm water and retention pond or basin to assure the effectiveness for storm water runoff for the subdivision/site.

### **Grass and Bioretention Swales:**

- a. Mow on a regular basis to maintain the vegetation at the height designated on the original design to prevent erosion.
- b. Remove all trash, litter, debris or obstructions in the grass or bioretention swale and Easement Area.
- c. No chemicals or substances shall be applied to the Easement Area that shall harm or impair the effectiveness of the swale as a storm water runoff control measure.
- d. Replant vegetation as soon as practical when any vegetation dies.
- e. Inspect and determine the depth of the swale on an annual basis.
- f. Remove any sediment accumulated greater than 6 inches which may accumulate in the swale.
- g. Till the soil at the bottom of the swale if the grass swale does not drain out within the time established in the design plan and replant vegetation as designated on the original design.
- h. All repairs shall conform to the original design.
- i. Maintain the grass and/or bioretention swale to assure the effectiveness for storm water runoff for the subdivision/site.

Riparian Buffer:

- a. Mow on a regular basis to maintain the vegetation at the height designated on the original design to prevent erosion.
  - b. Replant the vegetation in the Easement Area as soon as practical when any vegetation dies.
  - c. Remove all trash, litter, debris or obstructions in the Easement Area.
  - d. Inspect for erosion in the riparian buffer on an annual basis.
  - e. Inspect and determine the depth of the riparian buffer on an annual basis.
  - f. Remove any sediment accumulated greater than 25% of the original design depth.
  - g. Till the soil at the bottom of the riparian buffer if it does not drain out within the time established in the design plan and replant vegetation as designated on the original design.
  - h. All repairs shall conform to the original design.
  - i. Maintain the riparian buffer to assure the effectiveness for storm water runoff for the subdivision/site.
14. No chemicals or any substance shall be applied to the storm water maintenance facility that shall harm or impair the effectiveness of the storm water maintenance facility as a storm water runoff control measure.
  15. No structure shall be erected over or within the Easement Area without obtaining the prior written approval of the City Engineer.
  16. No structure, material, device, thing or matter which could possibly obstruct or impede the normal flow of surface water over the Easement Area shall be erected or caused to be placed on the Easement Area.
  17. No planting of trees and shrubs is allowed within the easement area (other than planting allowed and required by the City of Ankeny).
  18. No change shall be made to the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City Engineer.
  19. The Owners, the City and their agents, contractors, employees and assigns shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including, but not limited to, the right to remove any unauthorized plantings or structures placed or erected on the Easement Area and the right to do maintenance, repair, reconstruction, grading and dredging.
  20. Grantor covenants on behalf of the Benefited Properties and the Owners that the Easement Area or any other area appurtenant to or necessary for the operation of the Storm Water Management Facility shall not be sold, transferred, donated or in any other manner conveyed in order to relieve the Grantor, the Benefited Properties or the Owners from complying with the requirements of this Agreement.

21. This Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement and Agreement and Waiver shall be deemed to run with the land and shall be binding on Grantor and on Grantor's successors and assigns.

Grantor does hereby covenant with the City that Grantor holds said real estate described in this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement by Title In Fee Simple; that Grantor has good and lawful authority to convey the same; and said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement.

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



IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Signed this 6 day of March, 2025

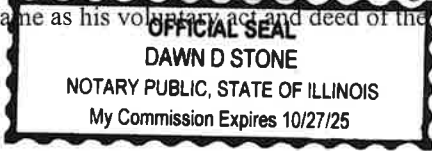
Grantor:

By: [Signature]  
Name: Michael Lechner  
Title: VP Administration

Illinois

STATE OF ~~IOWA~~, COUNTY OF Rock Island, ss:

On this 6 day of March, 2025, before me, the undersigned, a Notary Public in and for said County and State personally appeared Grantor, to me personally known, who being by me duly sworn, did say that he is Title of Grantor, executing the within and foregoing instrument and acknowledged that he executed the same as his voluntary act and deed of the corporation, LLC, etc., by it and by him voluntarily executed.



[Signature]  
Notary Public in and for the State of ~~Iowa~~ Illinois

CITY OF ANKENY, IOWA

I, \_\_\_\_\_, City Clerk of the City of Ankeny, Iowa, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City Council of said City of Ankeny by Resolution and Roll Call No. \_\_\_\_\_, passed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and this certificate is made pursuant to authority contained in said Resolution.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
City Clerk of the City of Ankeny, Iowa

Owner:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF IOWA, COUNTY OF POLK, ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, the undersigned, a Notary Public in and for the said State, personally appeared \_\_\_\_\_, to me personally known, who being by me duly sworn, did say that he is the \_\_\_\_\_ of the corporation executing the within and foregoing instrument to which this is attached; that no seal has been procured by the corporation; that the instrument was signed on behalf of the corporation by authority of its Board of Directors; and that \_\_\_\_\_, as said officer, acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the corporation, by it and by him/her voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

## **EXHIBIT A**

### **AGREEMENT AND WAIVER POST CONSTRUCTION STORM WATER MANAGEMENT**

**THIS AGREEMENT** made and entered into by and between the City of Ankeny, Iowa, hereinafter referenced the CITY, and **Dohrn Transfer**, hereinafter referenced the PROPERTY OWNERS.

#### **WITNESSETH:**

**WHEREAS**, the City desires to encourage orderly community development and provide for the regulation and control of the extension of public improvements, public services, and utilities; and

**WHEREAS**, the Property Owner, as the developer and/or owner of a construction or reconstruction project in the City of Ankeny, is subject to the program implemented by the City to address storm water runoff from the project; and

**WHEREAS**, in order to comply with the program implemented by the City, the Property Owner has executed a Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement (hereinafter "Agreement") with the City to address the rights and obligations of the parties regarding control of post-construction storm water runoff from the project; and

**WHEREAS**, a provision of the Agreement requires the Property Owner to execute this Agreement and Waiver in favor of the City to allow the City to recover any costs expended for action taken by the City, its consultants, contractors and assigns to address the maintenance, reconstruction, repair, grading or dredging of the Storm Water Management Facility or Easement Area if the Property Owner or the Property Owner's successors and assigns fail to do so; and

**WHEREAS**, this Agreement and Waiver is made in conjunction with the Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement located on:

Insert Legal description of detention area: See Exhibit B

and applies to the property described as: Part of Lot 20, Ankeny Industrial Park, An Official Plat, City of Ankeny, Polk County, Iowa

#### **NOW, THEREFORE, BE IT AGREED AMONG THE PARTIES AS FOLLOWS:**

1. In the event the Property Owner or its successors and assigns fail to comply with the requirements of the Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement regarding any action necessary for the maintenance, reconstruction, repair, grading or dredging of the Storm Water Management Facility or Easement Area, the City shall have the right to cause the above-described actions completed in accordance with such plans and specifications as it shall deem appropriate.
2. For the purpose of this Agreement, the City may elect to enter into a contract for the completion of such actions as a part of any contract(s) and assess the cost of such actions to the Property Owner or its successors and assigns pursuant to the formula established in the Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement.
3. In consideration for the completion of such actions by the City, the undersigned Property Owners hereby WAIVE the following:
  - A. All legal formalities of whatsoever kind or character required by the laws of Iowa to be observed by cities in the completion of said actions where the expense of such Improvements is to be assessed against private property; and
  - B. Each and every question of jurisdiction, the intention of the Property Owners being to authorize and direct said City to complete such actions without requiring any of the formalities or legal proceedings required of cities by the statutes of Iowa; and

- C. Any limitation of the amount of said assessment as a percentage of valuation as provided in the Code of Iowa; and
  - D. Any right to defer or postpone the payment for any such action.
4. It is further agreed that:
- A. When said actions have been constructed or completed in accordance with the plans and specifications, the City may make assessments against the properties of the undersigned Property Owners, or their successors or assigns, for their pro-rata share of the entire cost of the construction and/or completion of said actions.
  - B. Said assessments shall be due immediately and will be paid to the City of Ankeny and shall constitute a lien upon the properties hereinafter described. Further, each of the undersigned Property Owners hereby agree to accept responsibility for the assessment which is thus assessed against the Owner's property.
  - C. Said assessments shall have the same legal force and effect as if all the legal formalities provided by law in such cases had been fully and faithfully performed and observed.
5. The amount and proportion of the cost of the actions completed by the City to be paid shall be ascertained and determined by the City's engineering staff and reported to the City Council, which shall make such changes or alterations as they may require. When said costs are determined and approved by the City Council, they shall constitute the assessments against the properties.
6. The Property Owners retain the right to request of the City a review of the mathematical calculations made to ensure their accuracy.
7. Property Owners hereby authorize the City Council to pass any Resolution requisite or necessary to order and secure said actions, to provide for the construction of the same and to make the assessments herein provided for, without further notice to said Property Owners or any of them. Any such Resolution may contain recitals that said actions are ordered or made by the Council without petition of Property Owners, without in any way qualifying this Agreement or releasing the Property Owners from their obligation to pay the assessments levied against their property for the cost of said action.
8. Each Property Owner warrants that the real estate described below is free and clear of all liens and encumbrances other than for ordinary taxes, except for such liens as are held by lienholders hereinafter listed and designated as signers of this Agreement and Waiver. Each lienholder designated below, by execution of this Agreement and Waiver, consent to the subordination of its lien to the lien of the assessment levied pursuant hereto.
9. Each Property Owner further agrees that the terms of this Agreement and Waiver shall become a covenant which runs with the land of the below-referenced property, and shall be binding upon all successors and assigns. Furthermore, each Property Owner shall give a copy of this Agreement and Waiver to all successors and assigns.
10. The signatories and the City agree this document will be recorded in the office of the appropriate county recorder to ensure that any and all future purchasers of property are put on notice of the above conditions.

PROPERTY OWNER NAME:

Dobyn Kransky

By

Michael Seal

Name Michael Leathers

Date 3-6-2025

Witness Peter Ambrose

Name 3-6-2025

**LENDER NAME:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT B**

**LEGAL DESCRIPTION OF EASEMENT AREA**

A PART OF LOT 20, ANKENY INDUSTRIAL PARK, AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1, WAL-MART PLAT 2, AN OFFICIAL PLAT; THENCE NORTH 00°06'08" EAST ALONG THE EAST RIGHT-OF-WAY LINE OF SOUTHEAST HULSIZER ROAD AS PRESENTLY ESTABLISHED, 676.42 FEET; THENCE NORTH 89°45'09" EAST, 20.52 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 89°45'09" EAST, 305.00 FEET; THENCE SOUTH 00°14'51" EAST, 75.00 FEET; THENCE SOUTH 89°45'09" WEST, 16.00 FEET; THENCE NORTH 00°14'51" WEST, 20.00 FEET; THENCE NORTH 64°34'05" WEST, 30.00 FEET; THENCE SOUTH 89°45'09" WEST, 261.96 FEET; THENCE NORTH 00°14'51" WEST, 42.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.31 ACRES (13,514 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

## INDEX LEGEND

### SURVEYOR'S NAME / RETURN TO:

ERIN D. GRIFFIN  
SNYDER & ASSOCIATES, INC.  
2727 S.W. SNYDER BLVD  
ANKENY, IOWA 50023  
515-964-2020  
EGRIFFIN@SNYDER-ASSOCIATES.COM

### SERVICE PROVIDED BY:

SNYDER & ASSOCIATES, INC.

### SURVEY LOCATED:

PT. LOT 20  
ANKENY INDUSTRIAL PARK

### REQUESTED BY:

CITY OF ANKENY

## EASEMENT PLAT

### STORM WATER MANAGEMENT FACILITY EASEMENT DESCRIPTION

A PART OF LOT 20, ANKENY INDUSTRIAL PARK, AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1, WAL-MART PLAT 2, AN OFFICIAL PLAT; THENCE NORTH 00°06'08" EAST ALONG THE EAST RIGHT-OF-WAY LINE OF SOUTHEAST HULSIZER ROAD AS PRESENTLY ESTABLISHED, 676.42 FEET; THENCE NORTH 89°45'09" EAST, 20.52 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 89°45'09" EAST, 305.00 FEET; THENCE SOUTH 00°14'51" EAST, 75.00 FEET; THENCE SOUTH 89°45'09" WEST, 16.00 FEET; THENCE NORTH 00°14'51" WEST, 20.00 FEET; THENCE NORTH 64°34'05" WEST, 30.00 FEET; THENCE SOUTH 89°45'09" WEST, 261.96 FEET; THENCE NORTH 00°14'51" WEST, 42.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.31 ACRES (13,514 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

### DATE OF SURVEY

FEBRUARY 20, 2025

### OWNER

IRREVOCABLE TRUST AGREEMENT FBO JOSEPH C DOHRN'S CHILDREN:

MARCIA J DOHRN

IRREVOCABLE TRUST AGREEMENT FBO HEATHER DOHRN-SCHMIDT'S CHILDREN:

GARY C DOHRN

### BASIS OF BEARING

THE SOUTH LINE OF LOT 20, ANKENY INDUSTRIAL PARK BEARS SOUTH 89°40'08" WEST FOR THE PURPOSE OF THIS SURVEY.

### LEGEND

#### FEATURES

Section Corner  
1/2" Rebar, Yellow Plastic Cap # 19710  
(Unless Otherwise Noted)

ROW Marker

ROW Rail

Control Point

Bench Mark

Platted Distance

Measured Bearing & Distance

Recorded As

Deed Distance

Calculated Distance

Yellow Plastic Cap

Centerline

Section Line

1/4 Section Line

1/4 1/4 Section Line

Easement Line

#### FOUND SET

▲  
●  
■  
H  
○CP  
P  
M  
R  
D  
C  
YPC

△  
○  
□  
HC



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*Erin D. Griffin* 03/06/2025  
Erin D. Griffin, PLS Date

License Number 19710

My License Renewal Date is December 31, 2025

Pages or sheets covered by this seal:

Sheets 1 and 2 of 2.

PT. LOT 20, ANKENY INDUSTRIAL PARK

EASEMENT PLAT



2727 S.W. SNYDER BLVD  
ANKENY, IOWA 50023  
515-964-2020

SHEET 1 OF 2

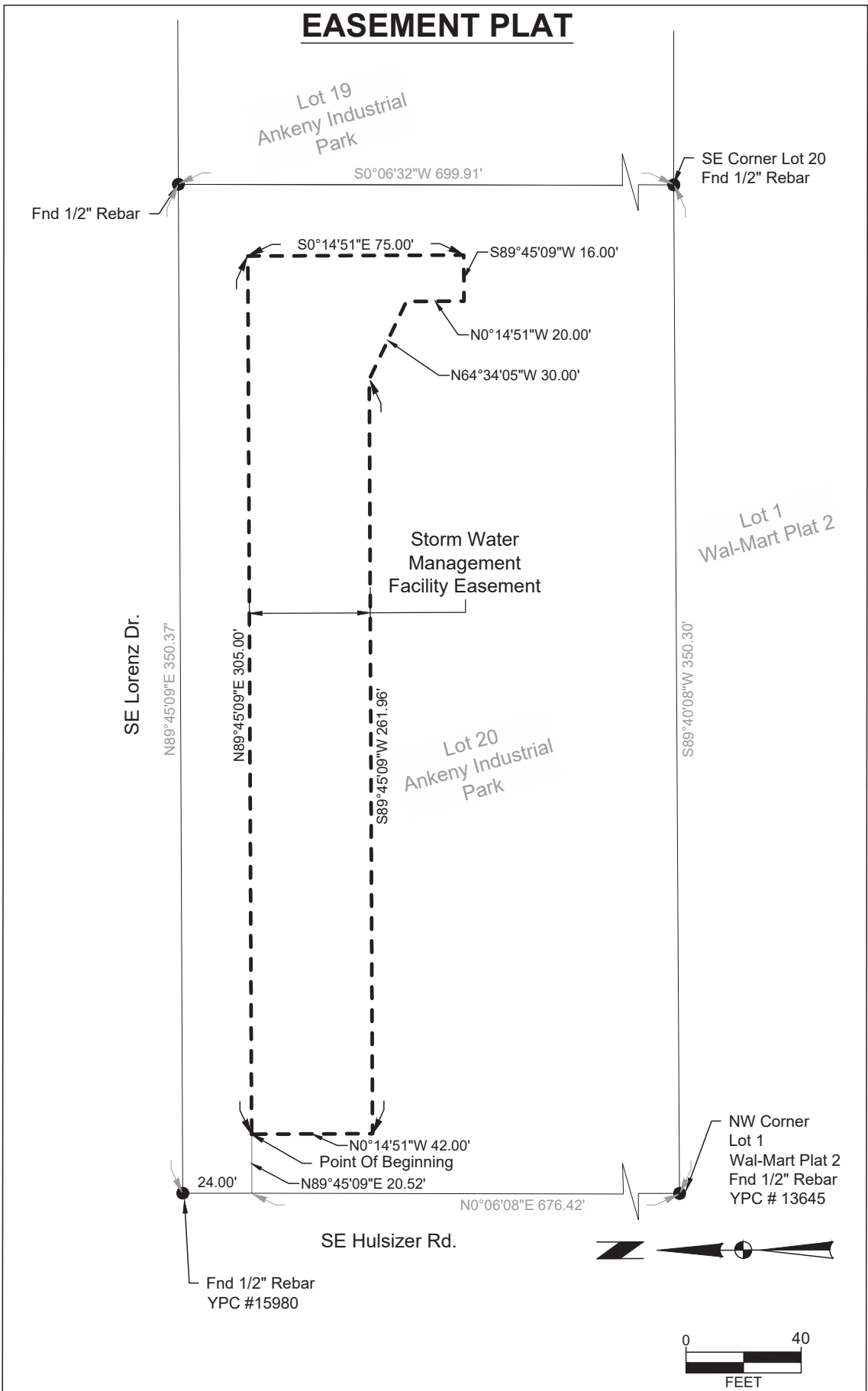
PN: 124.1363.01

T-R-S:80N-24W-25

DATE: 02-20-2025

PM/TECH: EDG/DCG

# EASEMENT PLAT



|                                                                                                                                                          |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>PT. LOT 20, ANKENY INDUSTRIAL PARK</b><br><b>EASEMENT PLAT</b><br> | SHEET 2 OF 2     |
|                                                                                                                                                          | PN: 124.1363.01  |
|                                                                                                                                                          | T-R-S:80N-24W-25 |
|                                                                                                                                                          | DATE: 02-20-2025 |
| 2727 S.W. SNYDER BLVD<br>ANKENY, IOWA 50023<br>515-964-2020                                                                                              | PM/TECH: EDG/DCG |

V:\Projects\2024\124.1363.01\CADD\EASE\_1241363\_SWMFE.dwg





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** accepting a Public Utility Easement, located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning; and associated with the site improvements of the Des Moines Meeting Rooms Chapel at 5180 NE Delaware Avenue.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

## ATTACHMENTS

1. Resolution
2. Easement

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

---

Preparer Information: Ryan Kirschman, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3556

---

**RESOLUTION**

**RESOLUTION ACCEPTING A PUBLIC UTILITY EASEMENT ON Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa AND ASSOCIATED WITH THE DEVELOPMENT OF 5180 NE DELAWARE AVENUE**

---

**WHEREAS**, a Public Utility Easement located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa, and associated with the development of 5180 NE Delaware Avenue, as shown on the attached Easement Plat, has been submitted and accepted by the City Engineer and Director of Community Development of the City of Ankeny, Iowa; and

**WHEREAS**, specifically, A 10.00 foot wide public utility easement in property described above, as recorded in Book 20078, Page 835, City of Ankeny, Polk County, Iowa, that is more particularly described as follows:  
The West 10 feet of the East 67 feet of said property.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the Public Utility Easement located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa, and associated with the development of 5180 NE Delaware Avenue is hereby accepted.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**Return To:** City Clerk, 410 W 1st Street, Ankeny, IA 50023  
**Taxpayer:** City Clerk, 410 W 1st Street, Ankeny, IA 50023  
**Preparer:** Riley T. Schoen, 535 E Army Post Road, Des Moines, IA 50315

### **PUBLIC UTILITY EASEMENT**

For the consideration of One Dollar(s) and other valuable consideration, Des Moines Meeting Rooms, Inc., a corporation organized and existing under the laws of Iowa, hereinafter referred to as "Grantor", does hereby sell, grant and convey unto the City of Ankeny, Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement, under, through and across the following described real estate:

Commencing at the Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa.

**A 10.00 foot wide public utility easement in property described above, as recorded in Book 20078, Page 835, City of Ankeny, Polk County, Iowa, that is more particularly described as follows:**

**The West 10 feet of the East 67 feet of said property.**

That the above described easement is granted unto the City of Ankeny, Iowa for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

#### **Public Utility**

1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.

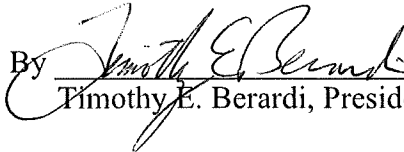
2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.
3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including, but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.
4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area.
5. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor the property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement. Grantor agrees to indemnify and hold City, its employees, agents and representatives harmless against any loss, damage, injury or any claim or lawsuit for loss, damage or injury arising out of or resulting from the negligent or intentional acts or omissions of Grantor or its employees, agents or representatives.
6. Easement Benefit. This easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees.
7. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.
8. Consent and Subordination of Mortgage Holder(s). By signing this Agreement, the undersigned lender, its successors and assigns consents to the terms of this agreement and hereby subordinates its interest in the Easement Area to the interest of the City and its successors and assigns.
9. Approval by City Council. This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution, which approval and acceptance shall be noted on this Easement by the City Clerk.

That the Grantor does hereby covenant with the said Grantee, and successor-in-interest, that said Grantor holds said real estate by title and fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be herein stated; that said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be herein stated.

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

Dated: 4/1/25.

Des Moines Meeting Rooms, Inc., an Iowa corporation

By   
Timothy E. Berardi, President

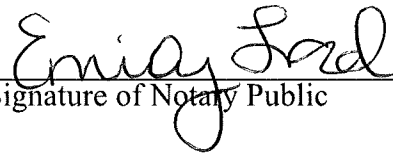
By   
Steve Berardi, Vice President

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on 4/1/25,  
by Timothy E. Berardi, as President, and Steve Berardi, as Vice President, of Des Moines  
Meeting Rooms, Inc., an Iowa corporation.



**Emily Lord**  
Commission No. 844117  
My Commission Expires  
11/28/2025

  
Signature of Notary Public

PREPARED FOR:  
CITY OF ANKENY  
410 W 1ST STREET  
ANKENY, I A50023-1557

PROPERTY OWNERS:  
DES MOINES MEETING ROOMS INC  
3930 E 29TH ST  
DES MOINES, IA 50317-2275

EXHIBIT 'A'  
**PUBLIC UTILITY  
EASEMENT**  
5180 NE DELAWARE AVENUE  
ANKENY, IA

**LEGAL DESCRIPTION: PROPERTY (TRUSTEE WARRANTY DEED BOOK 19315, PAGE 199)**  
COMMENCING AT THE NORTHEAST CORNER OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., THENCE SOUTH 611 FEET TO THE POINT OF BEGINNING; THENCE N 88°36' WEST A DISTANCE OF 260 FEET; THENCE SOUTH 1°24' WEST A DISTANCE OF 362 FEET; THENCE SOUTH 88°36' EAST A DISTANCE OF 260 FEET; THENCE 362 FEET TO THE POINT OF BEGINNING, POLK COUNTY, IOWA.

**LEGAL DESCRIPTION: EASEMENT**  
A 10.00 FOOT WIDE PUBLIC UTILITY EASEMENT IN PROPERTY DESCRIBED ABOVE, AS RECORDED IN BOOK 19315, PAGE 199, CITY OF ANKENY, POLK COUNTY, IOWA, THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
THE WEST 10 FEET OF THE EAST 67 FEET OF SAID PROPERTY.

**NOTES**

1. THIS PARCEL MAY BE SUBJECT TO EASEMENTS OF RECORD. NO TITLE WORK WAS PERFORMED BY THIS SURVEYOR.

**LEGEND**

|                                                                                      |                                        |
|--------------------------------------------------------------------------------------|----------------------------------------|
|  | EASEMENT LINES                         |
|  | LOT LINES                              |
|  | EASEMENT LINES                         |
|   | FOUND PROPERTY CORNER                  |
| I.P.                                                                                 | IRON PIPE                              |
| I.R.                                                                                 | IRON ROD                               |
| P.O.B.                                                                               | POINT OF BEGINNING                     |
| M.                                                                                   | MEASURED BEARING & DISTANCE            |
| P.                                                                                   | PREVIOUSLY RECORDED BEARING & DISTANCE |
|   | ADDRESS                                |



Civil Engineering Consultants, Inc.

2400 86th Street . Unit 12 . Des Moines, Iowa 50322  
515.276.4884 . Fax: 515.276.7084 . mail@ceclac.com

DATE: January 16, 2025  
DESIGNED BY: PJS  
DRAWN BY: RMS

SHEET

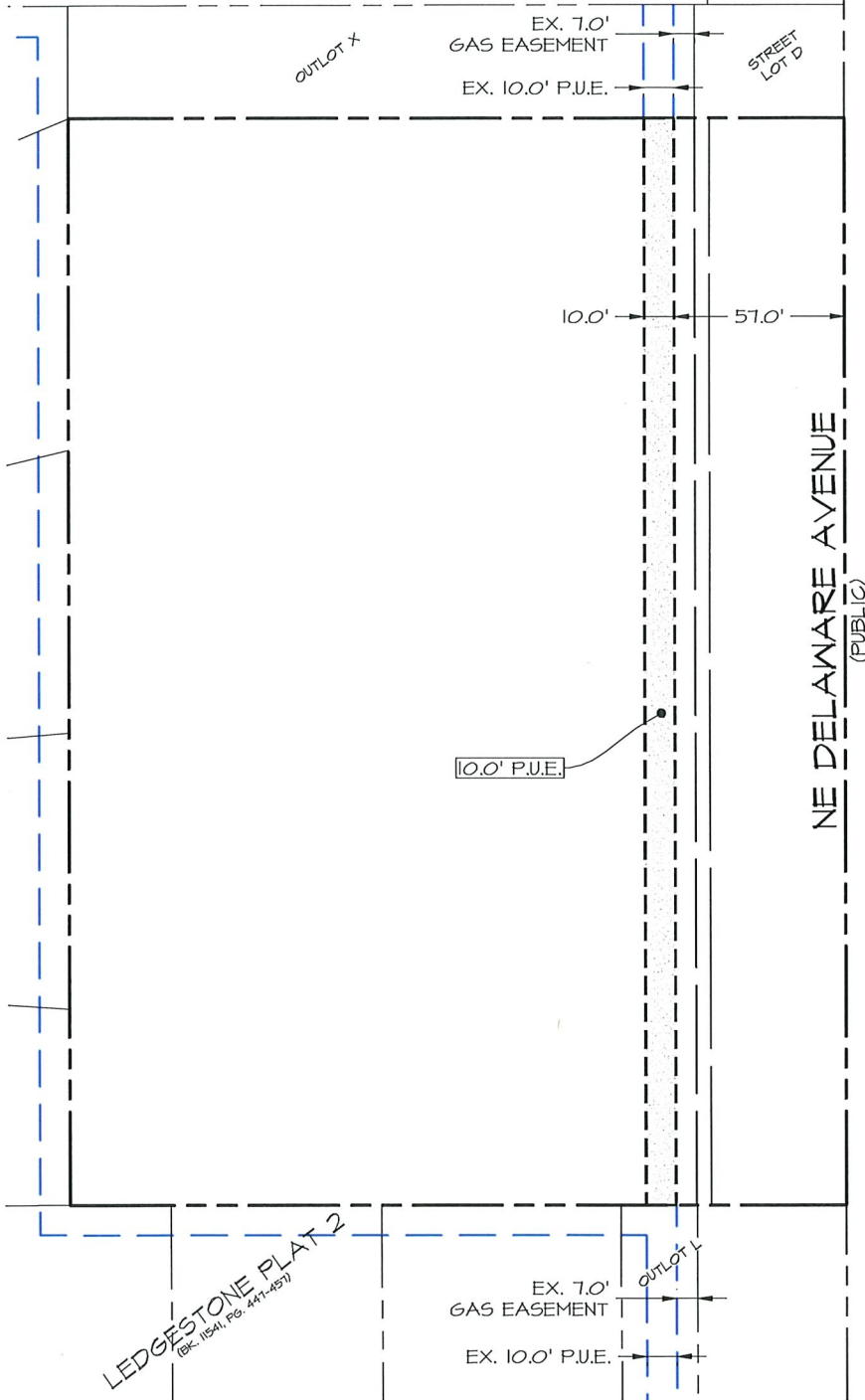
1

OF 2

E-9074



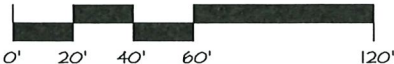
EXHIBIT 'A'  
**PUBLIC UTILITY  
 EASEMENT**  
 5180 NE DELAWARE AVENUE  
 ANKENY, IA



Civil Engineering Consultants, Inc.

2400 86th Street . Unit 12 . Des Moines, Iowa 50322  
 515.276.4884 . Fax: 515.276.7084 . mail@ceclac.com

SCALE: 1"=60'



NORTH



SHEET

2

OF 2

E-9074

DATE: January 16, 2025  
 DESIGNED BY: PJS  
 DRAWN BY: RMS



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** accepting a Public Gas Easement, located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning; and associated with the site improvements of the Des Moines Meeting Rooms Chapel at 5180 NE Delaware Avenue.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

## ATTACHMENTS

1. Resolution
2. Easement

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

---

Preparer Information: Ryan Kirschman, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3556

**RESOLUTION**

**RESOLUTION ACCEPTING A PUBLIC GAS EASEMENT ON Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa AND ASSOCIATED WITH THE DEVELOPMENT OF 5180 NE DELAWARE AVENUE**

---

**WHEREAS**, a Public Gas Easement located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa, and associated with the development of 5180 NE Delaware Avenue, as shown on the attached Easement Plat, has been submitted and accepted by the City Engineer and Director of Community Development of the City of Ankeny, Iowa; and

**WHEREAS**, specifically, A 7.00 foot wide gas easement in property described above, as recorded in Book 20078, Page 835, City of Ankeny, Polk County, Iowa, that is more particularly described as follows:  
The West 7 feet of the East 57 feet of said property.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the Public Gas Easement located on Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa, and associated with the development of 5180 NE Delaware Avenue is hereby accepted.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**Return To:** City Clerk, 410 W 1st Street, Ankeny, IA 50023  
**Taxpayer:** City Clerk, 410 W 1st Street, Ankeny, IA 50023  
**Preparer:** Riley T. Schoen, 535 E Army Post Road, Des Moines, IA 50315

### **PUBLIC GAS EASEMENT**

For the consideration of One Dollar(s) and other valuable consideration, Des Moines Meeting Rooms, Inc., a corporation organized and existing under the laws of Iowa, hereinafter referred to as "Grantor", does hereby sell, grant and convey unto the City of Ankeny, Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement, under, through and across the following described real estate:

Commencing at the Northeast corner of Section 1, Township 80 North, Range 24 West of the 5th P.M., thence South 611 feet to the point of beginning; thence N 88°36' West a distance of 260 feet; thence South 1°24' West a distance of 362 feet; thence South 88°36' East a distance of 260 feet; thence 362 feet to the point of beginning, Polk County, Iowa.

**A 7.00 foot wide gas easement in property described above, as recorded in Book 20078, Page 835, City of Ankeny, Polk County, Iowa, that is more particularly described as follows:**

**The West 7 feet of the East 57 feet of said property.**

That the above described easement is granted unto the City of Ankeny, Iowa for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

#### **Public Gas**

1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.

2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.
3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including, but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.
4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees, or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area.
5. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor the property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement. Grantor agrees to indemnify and hold City, its employees, agents and representatives harmless against any loss, damage, injury or any claim or lawsuit for loss, damage or injury arising out of or resulting from the negligent or intentional acts or omissions of Grantor or its employees, agents or representatives.
6. Easement Benefit. This easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees.
7. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.
8. Consent and Subordination of Mortgage Holder(s). By signing this Agreement, the undersigned lender, its successors and assigns consents to the terms of this agreement and hereby subordinates its interest in the Easement Area to the interest of the City and its successors and assigns.
9. Approval by City Council. This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution, which approval and acceptance shall be noted on this Easement by the City Clerk.

That the Grantor does hereby covenant with the said Grantee, and successor-in-interest, that said Grantor holds said real estate by title and fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be herein stated; that said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be herein stated.

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

Dated: 4/1/25.

Des Moines Meeting Rooms, Inc., an Iowa corporation

By Timothy E. Berardi  
Timothy E. Berardi, President

By Steve Berardi  
Steve Berardi, Vice President

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on 4/1/25,  
by Timothy E. Berardi, as President, and Steve Berardi, as Vice President, of Des Moines Meeting Rooms, Inc., an Iowa corporation.



**Emily Lord**  
Commission No. 844117  
My Commission Expires  
11/28/2025

Emily Lord  
Signature of Notary Public

**PREPARED FOR:**

CITY OF ANKENY  
410 W 1ST STREET  
ANKENY, IA 50023-1557

**PROPERTY OWNERS:**

DES MOINES MEETING ROOMS INC  
3930 E 29TH ST  
DES MOINES, IA 50317-2275

**EXHIBIT 'A'**

**GAS EASEMENT**

5180 NE DELAWARE AVENUE  
ANKENY, IA

**LEGAL DESCRIPTION: PROPERTY (TRUSTEE WARRANTY DEED BOOK 19315, PAGE 199)**

COMMENCING AT THE NORTHEAST CORNER OF SECTION 1, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., THENCE SOUTH 611 FEET TO THE POINT OF BEGINNING; THENCE N 88°36' WEST A DISTANCE OF 260 FEET; THENCE SOUTH 1°24' WEST A DISTANCE OF 362 FEET; THENCE SOUTH 88°36' EAST A DISTANCE OF 260 FEET; THENCE 362 FEET TO THE POINT OF BEGINNING, POLK COUNTY, IOWA.

**LEGAL DESCRIPTION: EASEMENT**

A 7.00 FOOT WIDE GAS EASEMENT IN PROPERTY DESCRIBED ABOVE, AS RECORDED IN BOOK 19315, PAGE 199, CITY OF ANKENY, POLK COUNTY, IOWA, THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE WEST 7 FEET OF THE EAST 57 FEET OF SAID PROPERTY.

**NOTES**

- I. THIS PARCEL MAY BE SUBJECT TO EASEMENTS OF RECORD. NO TITLE WORK WAS PERFORMED BY THIS SURVEYOR.

**LEGEND**

|                                                                                      |                                        |
|--------------------------------------------------------------------------------------|----------------------------------------|
|  | EASEMENT LINES                         |
|  | LOT LINES                              |
|  | EASEMENT LINES                         |
|   | FOUND PROPERTY CORNER                  |
| I.P.                                                                                 | IRON PIPE                              |
| I.R.                                                                                 | IRON ROD                               |
| P.O.B.                                                                               | POINT OF BEGINNING                     |
| M.                                                                                   | MEASURED BEARING & DISTANCE            |
| P.                                                                                   | PREVIOUSLY RECORDED BEARING & DISTANCE |
|   | ADDRESS                                |



Civil Engineering Consultants, Inc.

2400 86th Street . Unit 12 . Des Moines, Iowa 50322  
515.276.4884 . Fax: 515.276.7084 . mail@ceclac.com

DATE: January 16, 2025  
DESIGNED BY: PJS  
DRAWN BY: RMS

SHEET

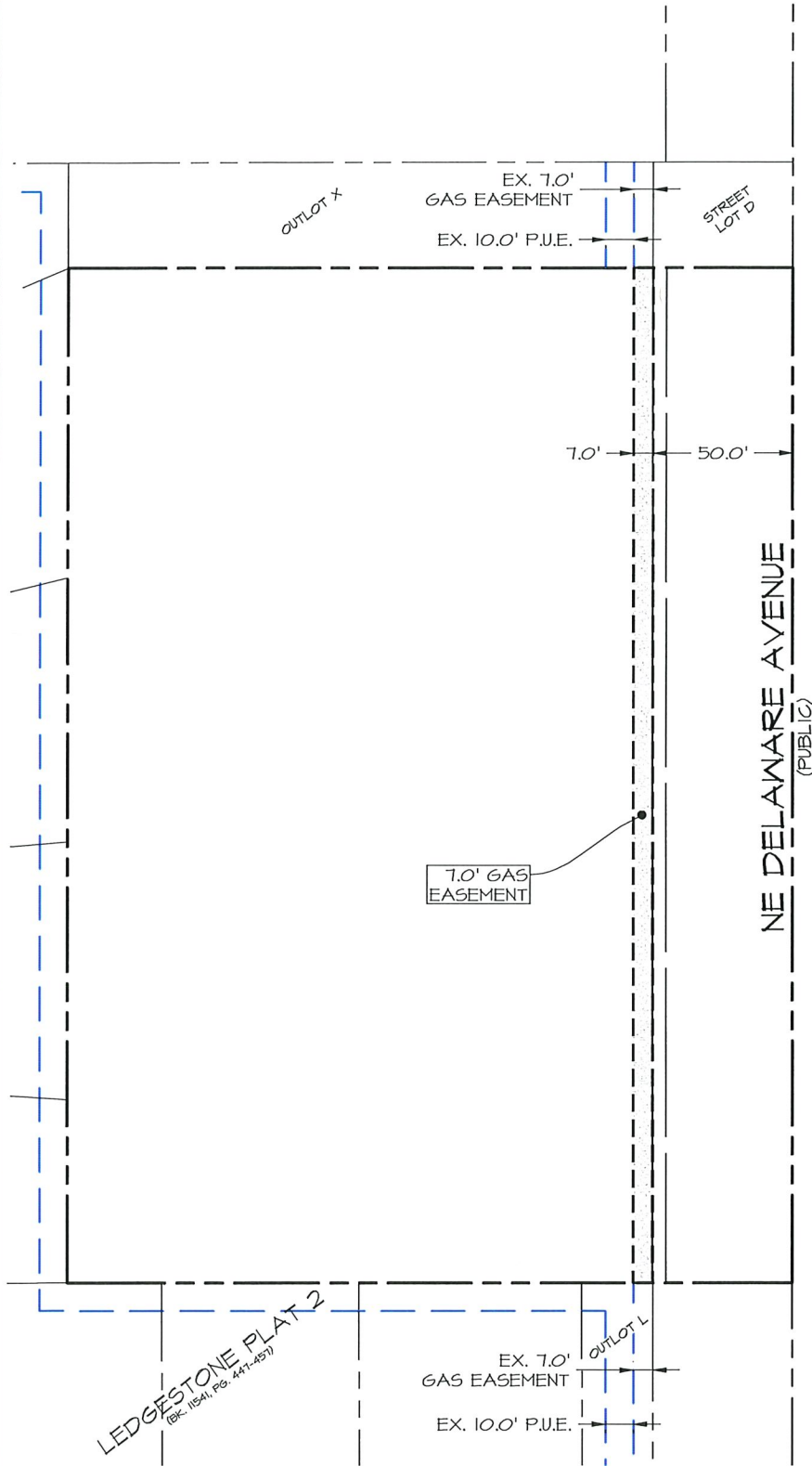
1

OF 2

E-9074



EXHIBIT 'A'  
**GAS EASEMENT**  
 5180 NE DELAWARE AVENUE  
 ANKENY, IA



Civil Engineering Consultants, Inc.

2400 86th Street . Unit 12 . Des Moines, Iowa 50322  
 515.276.4884 . Fax: 515.276.7084 . mail@ceclac.com

SCALE: 1"=60'



DATE: January 16, 2025  
 DESIGNED BY: PJS  
 DRAWN BY: RMS



SHEET

**2**

OF 2

E-9074



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** providing for the notice and hearing of the City Council of the City of Ankeny regarding the 80/20 Voluntary Urbanized annexation of property owned by Susan L. Albaugh Revocable Trust, Albaugh, Susan L, DRA Properties, LC, James M. Khank & Jodi K. Khank, Dennis R. Schmidt, John & Karen Jensen Trust, Jensen John G., Jensen John W., Threshold Otter Creek, LLC, Jason R Smith Revocable Trust, Smith, Melissa M., Smith, Jason R. (date of hrg: 5/19/25 @ 5:30 p.m.)

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Responsible Growth and Revitalization

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

Susan L. Albaugh Revocable Trust, Albaugh, Susan L, DRA Properties, LC, James M. Khank & Jodi K. Khank, Dennis R. Schmidt, John & Karen Jensen Trust, Jensen John G., Jensen John W., Threshold Otter Creek, LLC, Jason R Smith Revocable Trust, Smith, Melissa M., Smith, Jason R., the property owners, have requested annexation into the City of Ankeny. The annexation, known as the 2025 NE Ankeny DRA Properties 80/20 voluntary urbanized annexation, is generally located east of Interstate 35, east of NE Four Mile Drive/NE 29<sup>th</sup> Street, west of NE 38<sup>th</sup> Street, north of NE 18<sup>th</sup> Street/NE 102<sup>nd</sup> Avenue, and along NE 36<sup>th</sup> Street. The annexation territory encompasses approximately 839.68 acres (+/-), 660.81 acres (+/-) of which are owned by property owners who have signed a petition consenting to the annexation, while 155.36 (+/-) acres are owned by property owners who have not signed a petition consenting to the annexation. The non-consenting properties are included in the annexation request to avoid the creation of islands, which is required per Iowa Code. Approximately 23.51 acres (+/-) of public road right-of-way are included in the annexation as well, as the City is required to incorporate any and all public road right-of-way to the centerline of the adjacent road.

CITY MANAGER/STAFF RECOMMENDATIONS:

Adopt resolution setting public hearing for 5/19/25 at 5:30 p.m.

#### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

March 3, 2025: City Council initiated voluntary annexation of the 2025 NE Ankeny DRA Properties Annexation.

March 18, 2025: Plan and Zoning Commission recommended City Council approval of the 2025 NE Ankeny DRA Properties 80/20 Voluntary Urbanized Annexation.

#### FISCAL IMPACT

#### PUBLIC OUTREACH EFFORTS

Consultation meeting held on March 24, 2025.

#### ACTION REQUESTED

#### ATTACHMENTS

1. RESOLUTION
2. Notice of Hearing
3. Applicant Letter
4. Annexation Map
5. Annexation Applications
6. Engineer Exhibit

**RESOLUTION 2025-**

**A RESOLUTION PROVIDING FOR THE NOTICE AND HEARING OF THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA REGARDING AN 80/20 VOLUNTARY, URBANIZED ANNEXATION OF CERTAIN TERRITORY LOCATED ADJACENT TO THE NORTHEAST QUADRANT OF ANKENY REQUESTED BY SUSAN L. ALBAUGH REVOCABLE TRUST, ALBAUGH, SUSAN L, DRA PROPERTIES, LC, JAMES M. KHANK & JODI K. KHANK, DENNIS R. SCHMIDT, JOHN & KAREN JENSEN TRUST, JENSEN JOHN G., JENSEN, JOHN W., THRESHOLD OTTER CREEK, LLC, JASON R SMITH REVOCABLE TRUST, SMITH, MELISSA M., SMITH, JASON R.**

---

**WHEREAS**, the titleholders of the following described property, have made application for annexation of the same to the City of Ankeny, Iowa:

**LEGAL DESCRIPTION:**

A PARCEL OF LAND LOCATED IN THE SE 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., DOUGLAS TOWNSHIP, POLK COUNTY, IOWA, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 8; THENCE NORTH 90°00' WEST, 1353.9 FEET; THENCE NORTH 1°01' EAST, 612.80 FEET; THENCE SOUTH 89°58' WEST, 1293.10 FEET; THENCE NORTH 0°26' EAST, 2031.10 FEET; THENCE SOUTH 90°00' EAST, 2636.50 FEET; THENCE SOUTH 0°21' WEST, 2642.80 FEET TO THE POINT OF BEGINNING, CONTAINING 141.95 ACRES, MORE OR LESS INCLUDING 3.00 ACRES OF PRESENT ESTABLISHED ROADS. [Susan L Albaugh Revocable Trust, Albaugh, Susan L],

AND

THE SOUTHEAST QUARTER (SE1/4) OF SECTION 5, TOWNSHIP 80 NORTH, RANGE 23, WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA. [Owner(s): DRA Properties, LC],

AND

SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 80 NORTH, RANGE 23, WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA. [Owner(s): DRA Properties, LC],

AND

THE NORTHEAST QUARTER OF SECTION 08, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN, POLK COUNTY, IOWA; EXCEPT A TRACT OF LAND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 08; THENCE WEST 1109 FEET TO THE POINT OF BEGINNING; THENCE WEST 880 FEET; THENCE SOUTH 533 FEET; THENCE EAST 880 FEET; THENCE NORTH 533 FEET, TO THE POINT OF BEGINNING. [Owner(s): DRA Properties, LC],

AND

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER (SE 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, AND DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTH QUARTER, (S ¼) CORNER OF SAID SECTION EIGHT (8), THENCE NORTH 00°26' EAST, 611.80 FEET; THENCE NORTH 89°58' EAST, 1293.10 FEET; THENCE SOUTH 01°01' WEST, 612.80 FEET; THENCE NORTH 90°00 WEST, 1286.8 FEET TO THE POINT OF BEGINNING, EXCEPT THE EAST 315 FEET THEREOF, CONTAINING 13.69 ACRES, MORE OR LESS, SUBJECT TO ESTABLISHED ROADS. [Owner(s): Kahnk, James M., Kahnk, Jodi K.],

AND

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ¼ OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH ¼ CORNER OF SAID SECTION 8; THENCE NORTH 89°50'59" EAST ALONG THE SOUTH LINE OF SAID SOUTHEAST 1/4, A DISTANCE OF 971.49 FEET TO THE POINT OF BEGINNING; THENCE NORTH 0°51'40" EAST 612.55 FEET; THENCE NORTH 89°48'17" EAST 315.05 FEET; THENCE SOUTH 0°51'40" WEST 612.80 FEET TO SAID SOUTH LINE; THENCE SOUTH 89°50'59" WEST ALONG SAID SOUTH LINE 315.05 FEET TO THE POINT OF BEGINNING AND CONTAINING 4.43 ACRES (192,993 S.F.) AND SUBJECT TO A ROADWAY EXCEPTION BEING THE SOUTH 33.00 FEET THEREOF, SAID EXCEPTION CONTAINS 0.24 ACRES (10,397 S.F.). [Owner(s): Schmidt, Dennis R.],

AND

BEGINNING AT THE NE CORNER OF SECTION 8-80N-23W, POLK COUNTY, IOWA; THENCE WEST 1109 FEET TO THE POINT OF BEGINNING; THENCE WEST 880 FEET; THENCE SOUTH 533 FEET; THENCE EAST 880 FEET; THENCE NORTH 533 FEET TO THE POINT OF BEGINNING. [Owner(s): John G. Jensen Revocable Trust, Karen E Jensen Trust, Jensen, John G., Jensen, John W.],

AND

THE NORTHWEST ¼ OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA (EXCEPT LEGALLY ESTABLISHED HIGHWAYS AND EXCEPT THE FOLLOWING PARCEL: BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHWEST ¼ OF SAID SECTION 8, 521.04 FEET WEST OF THE NORTHEAST CORNER OF THE NORTHWEST ¼ OF SAID SECTION 8; THENCE N 90°00' W 819.0 FEET ALONG SAID NORTH LINE; THENCE S 00°00'E 570.0 FEET; THENCE N 90°00' E 819.0 FEET; THENCE N 00°00' E 570 FEET TO THE POINT OF BEGINNING.) EXCLUDING THAT PART OF THE NORTHWEST QUARTER OF SECTION 08, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POLK COUNTY, IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 08: THENCE NORTH 89 DEGREES 43 MINUTES 32 SECONDS EAST, A DISTANCE OF 457.62 FEET; THENCE SOUTH 00 DEGREES 12 MINUTES 13 SECONDS EAST, A DISTANCE OF 33.79 FEET; THENCE SOUTH 89 DEGREES 49 MINUTES 28 SECONDS WEST, A DISTANCE OF 347.89 FEET; THENCE SOUTH 39 DEGREES 31 MINUTES 20 SECONDS WEST, A DISTANCE OF 121.54 FEET; THENCE SOUTH 00 DEGREES 13 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.23 FEET; THENCE NORTH 89 DEGREES 45 MINUTES 10 SECONDS WEST, A DISTANCE OF 33.00 FEET; THENCE NORTH 00 DEGREES 13 MINUTES 36 SECONDS EAST, A DISTANCE OF 398.50 FEET, TO THE POINT OF BEGINNING. [Owner(s): Threshold Otter Creek LLC],

AND

BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, SAID POINT BEING 521.04 FEET WEST OF THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF SECTION 8; THENCE N 90°00'00"W, 819.00 FEET ALONG SAID NORTH LINE; THENCE S0°00'00" E, 570.00 FEET; THENCE N 90°00'00" E, 819.00 FEET; THENCE N 0°00'00" E, 570 FEET TO THE POINT OF BEGINNING. [Owner(s): Melissa M Smith Revocable Trust, Jason R Smith Revocable Trust, Smith, Melissa M., Smith, Jason R.]

#### **LAYMAN'S DESCRIPTION:**

Approximately 660.81 acres (+/-) of land in the northeast quadrant, generally located east of Interstate 35, east of NE Four Mile Drive/NE 29<sup>th</sup> Street, west of NE 38<sup>th</sup> Street, north of NE 18<sup>th</sup> Street/102<sup>nd</sup> Avenue, and along NE 36<sup>th</sup> Street.

**WHEREAS**, Section 368.7, Code of Iowa, provides that cities may, in connection with an Application for voluntary annexation, annex up to 20% of the total property to be annexed from non-consenting owners in order to avoid the creation of islands or to create more uniform boundaries; and

**WHEREAS**, the said Section provides that notice of the Application shall be published in an official county newspaper at least 10 business days prior to the action by the City Council on the Application; and

**WHEREAS**, the titleholders to the property described above have filed an application pursuant to Section 368.7; and

**WHEREAS**, the City has determined, in connection with the application, to exercise its authority to annex additional territory from non-consenting owners in order to avoid the creation of an island or to create more uniform boundaries; and

**WHEREAS**, the following described property is additional territory to be annexed from non-consenting owners:

#### **LEGAL DESCRIPTION:**

THE SOUTHWEST QUARTER (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA; EXCEPT THE WEST THREE-FOURTHS (W ¾) OF THE WEST ONE-HALF (W ½) OF THE SOUTHWEST ONE-FOURTH (SW ¼) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA; EXCEPT COMMENCING AT THE SW CORNER OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA, THENCE EAST ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 8, 1968.0 FEET TO THE POINT OF BEGINNING; THENCE NORTH 100.0 FEET; THENCE EAST 678.74 FEET; THENCE SOUTH 100.0 FEET TO THE S 1/4 CORNER OF SAID SECTION 8; THENCE WEST ALONG THE SOUTH LINE OF THE SW 1/4 OF SAID

SECTION 8, 678.74 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINING 1.558 ACRES, MORE OR LESS, INCLUDING 0.514 ACRES OF EXISTING POLK COUNTY RIGHT-OF-WAY, SUBJECT TO ROADS; AND EXCEPT PARCEL A, SAID PARCEL A BEING PART OF THE SOUTHWEST ONE-FOURTH (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA. SAID PARCEL A IS DESCRIBED AS FOLLOWS: PART OF THE SW 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 8; THENCE N90°00'00"E, 1647.00 FEET ALONG THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8 TO THE POINT OF BEGINNING; THENCE N00°00'00"E, 1118.0 FEET; THENCE N90°00'00"E, 578.00 FEET; THENCE S00°00'00"W, 1018.0 FEET TO THE NORTH RIGHT-OF-WAY LINE OF NE 102<sup>ND</sup> AVENUE AS IT PRESENTLY EXISTS; THENCE S90°00'00"W, 257.00 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE S00°00'00"W, 100.00 FEET TO THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8; THENCE S90°00'00"W, 321.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 14.24 ACRES; SUBJECT TO 0.24 ACRES ROAD EASEMENT; 14.00 ACRES REMAINING. SAID PARCEL A BEING A SURVEYOR'S PLAT FILED IN THE POLK COUNTY, IOWA, RECORDER'S OFFICE ON MAY 30, 2008 IN BOOK 12670, PAGE 232. [Owner(s): Mary Ann Cory Living Trust, Ira Patrick Cory Testamentary Trust, Cory, Mary Ann, Mitchell, Elizabeth A., Cory, Thomas P, Cory, Joseph C, Michael P. Cory],

AND

THE WEST THREE FOURTHS (W ¾) OF THE WEST ONE-HALF (W 1/2) OF THE SOUTHWEST ONE-FOURTH (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA. [Owner(s): Mary Ann Cory Living Trust, Joseph C Cory Trust, Cory, Thomas P, Cory, Michael P, Mitchell, Elizabeth A, Cory, Mary Ann, Cory, Joseph C],

AND

PARCEL A BEING PART OF THE SOUTHWEST ONE-FOURTH (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA. SAID PARCEL A IS DESCRIBED AS FOLLOWS: PART OF THE SW 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 8; THENCE N90°00'00"E, 1647.00 FEET ALONG THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8 TO THE POINT OF BEGINNING; THENCE N00°00'00"E, 1118.0 FEET; THENCE N90°00'00"E, 578.00 FEET; THENCE S00°00'00"W, 1018.0 FEET TO THE NORTH RIGHT-OF-WAY LINE OF NE 102<sup>ND</sup> AVENUE AS IT PRESENTLY EXISTS; THENCE S90°00'00"W, 257.00 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE S00°00'00"W, 100.00 FEET TO THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8; THENCE S90°00'00"W, 321.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 14.24 ACRES; SUBJECT TO 0.24 ACRES ROAD EASEMENT; 14.00 ACRES REMAINING. SAID PARCEL A BEING A SURVEYOR'S PLAT FILED IN THE POLK COUNTY, IOWA, RECORDER'S OFFICE ON MAY 30, 2008 IN BOOK 12670, PAGE 232. [Owner(s): Mary Ann Cory Living Trust, Cory, Mary Ann]

#### **LAYMAN'S DESCRIPTION:**

Approximately 155.36 (+/-) acres of land adjacent to petitioning parcels.

**WHEREAS**, Section 368.5, Code of Iowa, provides that cities may, in connection with an annexation, annex property owned by the State of Iowa and County. The annexation includes any and all Polk County road right-of-way to the centerline of the adjacent road.

**WHEREAS**, Section 368.7 provides that a copy of the Application shall be mailed by certified mail to all non-consenting owners of property, and each affected public utility which serves the area and that notice of the Application shall be mailed by regular mail to the Chairperson of the County Board of Supervisors, to the Iowa Attorney General, Polk County Attorney, to the Metropolitan Planning Organization, Regional Planning Authority, to all affected public utilities, all owners of property that adjoins the territory, and to all non-consenting owners of property to be annexed at least 14 business days prior to the action of the City Council of the Application.

**WHEREAS**, the City Council of the City of Ankeny, Iowa deems it appropriate that a public hearing be held on such proposed annexation.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa as follows:

1. A public hearing before this Council on the application for annexation described in the preamble to this resolution is hereby set for 5:30 P.M. on the 19<sup>th</sup> day of May, 2025.
2. The City Clerk is authorized and directed to publish notice of such hearing at the time and manner required by law.

**PASSED AND APPROVED** this 21st day of April, 2025.

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Bobbi B Bentz, Mayor

ATTEST:

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Michelle Yuska, City Clerk

**NOTICE OF PUBLIC HEARING ON APPLICATIONS FOR AN 80/20 VOLUNTARY URBANIZED ANNEXATION OF CERTAIN TERRITORY ADJACENT TO THE NORTHEAST QUADRANT OF ANKENY REQUESTED BY SUSAN L. ALBAUGH REVOCABLE TRUST, ALBAUGH, SUSAN L, DRA PROPERTIES, LC, JAMES M. KHANK & JODI K. KHANK, DENNIS R. SCHMIDT, JOHN & KAREN JENSEN TRUST, JENSEN JOHN G., JENSEN JOHN W., THRESHOLD OTTER CREEK, LLC, JASON R SMITH REVOCABLE TRUST, SMITH, MELISSA M., SMITH, JASON R.**

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**TO:** ALL CITIZENS AND RESIDENTS OF THE CITY OF ANKENY, IOWA, AND TO ALL OTHER PERSONS WHO MAY BE ENTITLED TO NOTICE OF THE FILING OF AN APPLICATION FOR ANNEXATION UNDER THE PROVISIONS OF IOWA CODE SECTION 368.7.

**YOU ARE HEREBY NOTIFIED** that applications for annexation have been made and are under consideration by the City of Ankeny by the following property owners of tract of land, legally described as follows:

**LEGAL DESCRIPTION:**

A PARCEL OF LAND LOCATED IN THE SE 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., DOUGLAS TOWNSHIP, POLK COUNTY, IOWA, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 8; THENCE NORTH 90°00' WEST, 1353.9 FEET; THENCE NORTH 1°01' EAST, 612.80 FEET; THENCE SOUTH 89°58' WEST, 1293.10 FEET; THENCE NORTH 0°26' EAST, 2031.10 FEET; THENCE SOUTH 90°00' EAST, 2636.50 FEET; THENCE SOUTH 0°21' WEST, 2642.80 FEET TO THE POINT OF BEGINNING, CONTAINING 141.95 ACRES, MORE OR LESS INCLUDING 3.00 ACRES OF PRESENT ESTABLISHED ROADS. [Susan L Albaugh Revocable Trust, Albaugh, Susan L],

AND

THE SOUTHEAST QUARTER (SE1/4) OF SECTION 5, TOWNSHIP 80 NORTH, RANGE 23, WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA. [Owner(s): DRA Properties, LC],

AND

SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 80 NORTH, RANGE 23, WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA. [Owner(s): DRA Properties, LC],

AND

THE NORTHEAST QUARTER OF SECTION 08, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5TH PRINCIPAL MERIDIAN, POLK COUNTY, IOWA; EXCEPT A TRACT OF LAND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 08; THENCE WEST 1109 FEET TO THE POINT OF BEGINNING; THENCE WEST 880 FEET; THENCE SOUTH 533 FEET; THENCE EAST 880 FEET; THENCE NORTH 533 FEET, TO THE POINT OF BEGINNING. [Owner(s): DRA Properties, LC],

AND

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER (SE 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, AND DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTH QUARTER, (S ¼) CORNER OF SAID SECTION EIGHT (8), THENCE NORTH 00°26' EAST, 611.80 FEET; THENCE NORTH 89°58' EAST, 1293.10 FEET; THENCE SOUTH 01°01' WEST, 612.80 FEET; THENCE NORTH 90°00 WEST, 1286.8 FEET TO THE POINT OF BEGINNING, EXCEPT THE EAST 315 FEET THEREOF, CONTAINING 13.69 ACRES, MORE OR LESS, SUBJECT TO ESTABLISHED ROADS. [Owner(s): Kahnk, James M., Kahnk, Jodi K.],

AND

A PARCEL OF LAND LOCATED IN THE SOUTHEAST ¼ OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH ¼ CORNER OF SAID SECTION 8; THENCE NORTH 89°50'59" EAST ALONG THE SOUTH LINE OF SAID SOUTHEAST 1/4, A DISTANCE OF 971.49 FEET TO THE POINT OF BEGINNING; THENCE NORTH 0°51'40" EAST 612.55 FEET; THENCE NORTH 89°48'17" EAST 315.05 FEET; THENCE SOUTH 0°51'40" WEST 612.80 FEET TO SAID SOUTH LINE; THENCE SOUTH 89°50'59" WEST ALONG SAID SOUTH LINE 315.05 FEET TO THE POINT OF BEGINNING AND CONTAINING 4.43 ACRES (192,993 S.F.) AND SUBJECT TO A ROADWAY EXCEPTION BEING THE SOUTH 33.00 FEET THEREOF, SAID EXCEPTION CONTAINS 0.24 ACRES (10,397 S.F.). [Owner(s): Schmidt, Dennis R.],



AND

BEGINNING AT THE NE CORNER OF SECTION 8-80N-23W, POLK COUNTY, IOWA; THENCE WEST 1109 FEET TO THE POINT OF BEGINNING; THENCE WEST 880 FEET; THENCE SOUTH 533 FEET; THENCE EAST 880 FEET; THENCE NORTH 533 FEET TO THE POINT OF BEGINNING. [Owner(s): John G. Jensen Revocable Trust, Karen E Jensen Trust, Jensen, John G., Jensen, John W.],

AND

THE NORTHWEST ¼ OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA (EXCEPT LEGALLY ESTABLISHED HIGHWAYS AND EXCEPT THE FOLLOWING PARCEL: BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHWEST ¼ OF SAID SECTION 8, 521.04 FEET WEST OF THE NORTHEAST CORNER OF THE NORTHWEST ¼ OF SAID SECTION 8; THENCE N 90°00' W 819.0 FEET ALONG SAID NORTH LINE; THENCE S 00°00' E 570.0 FEET; THENCE N 90°00' E 819.0 FEET; THENCE N 00°00' E 570 FEET TO THE POINT OF BEGINNING.) EXCLUDING THAT PART OF THE NORTHWEST QUARTER OF SECTION 08, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POLK COUNTY, IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 08: THENCE NORTH 89 DEGREES 43 MINUTES 32 SECONDS EAST, A DISTANCE OF 457.62 FEET; THENCE SOUTH 00 DEGREES 12 MINUTES 13 SECONDS EAST, A DISTANCE OF 33.79 FEET; THENCE SOUTH 89 DEGREES 49 MINUTES 28 SECONDS WEST, A DISTANCE OF 347.89 FEET; THENCE SOUTH 39 DEGREES 31 MINUTES 20 SECONDS WEST, A DISTANCE OF 121.54 FEET; THENCE SOUTH 00 DEGREES 13 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.23 FEET; THENCE NORTH 89 DEGREES 45 MINUTES 10 SECONDS WEST, A DISTANCE OF 33.00 FEET; THENCE NORTH 00 DEGREES 13 MINUTES 36 SECONDS EAST, A DISTANCE OF 398.50 FEET, TO THE POINT OF BEGINNING. [Owner(s): Threshold Otter Creek LLC],

AND

BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, SAID POINT BEING 521.04 FEET WEST OF THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF SECTION 8; THENCE N 90°00'00"W, 819.00 FEET ALONG SAID NORTH LINE; THENCE S0°00'00" E, 570.00 FEET; THENCE N 90°00'00" E, 819.00 FEET; THENCE N 0°00'00" E, 570 FEET TO THE POINT OF BEGINNING. [Owner(s): Melissa M Smith Revocable Trust, Jason R Smith Revocable Trust, Smith, Melissa M., Smith, Jason R.]

#### **LAYMAN'S DESCRIPTION:**

Approximately 660.81 acres (+/-) of land in the northeast quadrant, generally located east of Interstate 35, east of NE Four Mile Drive/NE 29<sup>th</sup> Street, west of NE 38<sup>th</sup> Street, north of NE 18<sup>th</sup> Street/102<sup>nd</sup> Avenue, and along NE 36<sup>th</sup> Street.

**YOU ARE FURTHER NOTIFIED** that Section 368.7, Code of Iowa, provides that cities may, in connection with an application for voluntary annexation, annex up to 20% of the total of the property to be annexed from non-consenting owners in order to avoid the creation of islands or to create more uniform boundaries. The titleholders to the properties described above, have filed applications pursuant to Section 368.7 and the City has determined, in conjunction with the application, to exercise its authority to annex additional territory from non-consenting owners in order to avoid the creation of islands or to create a more uniform boundary. The following described property is additional territory to be annexed from non- consenting property owners:

#### **LEGAL DESCRIPTION:**

THE SOUTHWEST QUARTER (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA; EXCEPT THE WEST THREE-FOURTHS (W ¾) OF THE WEST ONE-HALF (W ½) OF THE SOUTHWEST ONE-FOURTH (SW ¼) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA; EXCEPT COMMENCING AT THE SW CORNER OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA, THENCE EAST ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 8, 1968.0 FEET TO THE POINT OF BEGINNING; THENCE NORTH 100.0 FEET; THENCE EAST 678.74 FEET; THENCE SOUTH 100.0 FEET TO THE S 1/4 CORNER OF SAID SECTION 8; THENCE WEST ALONG THE SOUTH LINE OF THE SW 1/4 OF SAID SECTION 8, 678.74 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINING 1.558 ACRES, MORE OR LESS, INCLUDING 0.514 ACRES OF EXISTING POLK COUNTY RIGHT-OF-WAY, SUBJECT TO ROADS; AND EXCEPT PARCEL A, SAID PARCEL A BEING PART OF THE SOUTHWEST ONE-FOURTH (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA. SAID PARCEL A IS DESCRIBED AS FOLLOWS: PART OF THE SW 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, AND MORE PARTICULARLY

DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 8; THENCE N90°00'00"E, 1647.00 FEET ALONG THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8 TO THE POINT OF BEGINNING; THENCE N00°00'00"E, 1118.0 FEET; THENCE N90°00'00"E, 578.00 FEET; THENCE S00°00'00"W, 1018.0 FEET TO THE NORTH RIGHT-OF-WAY LINE OF NE 102<sup>ND</sup> AVENUE AS IT PRESENTLY EXISTS; THENCE S90°00'00"W, 257.00 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE S00°00'00"W, 100.00 FEET TO THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8; THENCE S90°00'00"W, 321.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 14.24 ACRES; SUBJECT TO 0.24 ACRES ROAD EASEMENT; 14.00 ACRES REMAINING. SAID PARCEL A BEING A SURVEYOR'S PLAT FILED IN THE POLK COUNTY, IOWA, RECORDER'S OFFICE ON MAY 30, 2008 IN BOOK 12670, PAGE 232. [Owner(s): Mary Ann Cory Living Trust, Ira Patrick Cory Testamentary Trust, Cory, Mary Ann, Mitchell, Elizabeth A., Cory, Thomas P, Cory, Joseph C, Michael P. Cory],

AND

THE WEST THREE FOURTHS (W ¾) OF THE WEST ONE-HALF (W 1/2) OF THE SOUTHWEST ONE-FOURTH (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA. [Owner(s): Mary Ann Cory Living Trust, Joseph C Cory Trust, Cory, Thomas P, Cory, Michael P, Mitchell, Elizabeth A, Cory, Mary Ann, Cory, Joseph C],

AND

PARCEL A BEING PART OF THE SOUTHWEST ONE-FOURTH (SW 1/4) OF SECTION EIGHT (8), TOWNSHIP EIGHTY (80) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY IOWA. SAID PARCEL A IS DESCRIBED AS FOLLOWS: PART OF THE SW 1/4 OF SECTION 8, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5<sup>TH</sup> P.M., POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 8; THENCE N90°00'00"E, 1647.00 FEET ALONG THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8 TO THE POINT OF BEGINNING; THENCE N00°00'00"E, 1118.0 FEET; THENCE N90°00'00"E, 578.00 FEET; THENCE S00°00'00"W, 1018.0 FEET TO THE NORTH RIGHT-OF-WAY LINE OF NE 102<sup>ND</sup> AVENUE AS IT PRESENTLY EXISTS; THENCE S90°00'00"W, 257.00 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE S00°00'00"W, 100.00 FEET TO THE SOUTH LINE OF SAID SW 1/4 OF SECTION 8; THENCE S90°00'00"W, 321.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 14.24 ACRES; SUBJECT TO 0.24 ACRES ROAD EASEMENT; 14.00 ACRES REMAINING. SAID PARCEL A BEING A SURVEYOR'S PLAT FILED IN THE POLK COUNTY, IOWA, RECORDER'S OFFICE ON MAY 30, 2008 IN BOOK 12670, PAGE 232. [Owner(s): Mary Ann Cory Living Trust, Cory, Mary Ann]

**LAYMAN'S DESCRIPTION:**

Approximately 155.36 (+/-) acres of land adjacent to petitioning parcels.

**WHEREAS**, Section 368.5, Code of Iowa, provides that cities may, in connection with an annexation, annex property owned by the State of Iowa and County. The annexation includes any and all Polk County road right-of-way to the centerline of the adjacent road.

**YOU ARE FURTHER AND SPECIFICALLY NOTIFIED** that a hearing before City Council on the above described Application for Annexation has been set to commence on the 19<sup>th</sup> day of May, 2025, at 5:30 P.M , in the Ankeny City Council Chambers, 1250 SW District Drive, Second Floor, Ankeny, Iowa, at which time and place any person wishing to speak for or against said Application will be given the opportunity to be heard. Written public comments may also be sent to the City Clerk's Office, 410 W First Street, Ankeny, Iowa by 5:00 p.m. on Friday, May 16, 2025.

**YOU ARE FURTHER NOTIFIED** that a copy of said Applications are on file in the Ankeny City Clerk's office, and may be examined by any interested person during regular business hours.

**DATED** this 21<sup>st</sup> day of April 2025.

CITY OF ANKENY, IOWA

\_\_\_\_\_  
Michelle Yuska, City Clerk

Published in the Des Moines Register on the 25<sup>th</sup> day of April, 2025.

February 24, 2025

Eric Jensen  
Director of Community Development  
City of Ankeny  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50023

**RE: DRA Properties Northeast Annexation**

Eric,

On behalf of DRA Properties, we are pleased to submit for your consideration a request for the annexation of 839.68 acres located northeast of the current corporate limits into the City of Ankeny. The area is situated east of NE Four Mile Drive / NE 29th Street, west of NE 38th Street, north of NE 18th Street / NE 102nd Avenue, and along NE 36th Street.

Included are signed petitions for 9 of the 12 properties, collectively representing 660.81 acres, which account for 80.97% of the total annexation area. The future development plan envisions primarily residential lots, with commercial nodes along NE 36th Street, in alignment with the City's Comprehensive Plan.

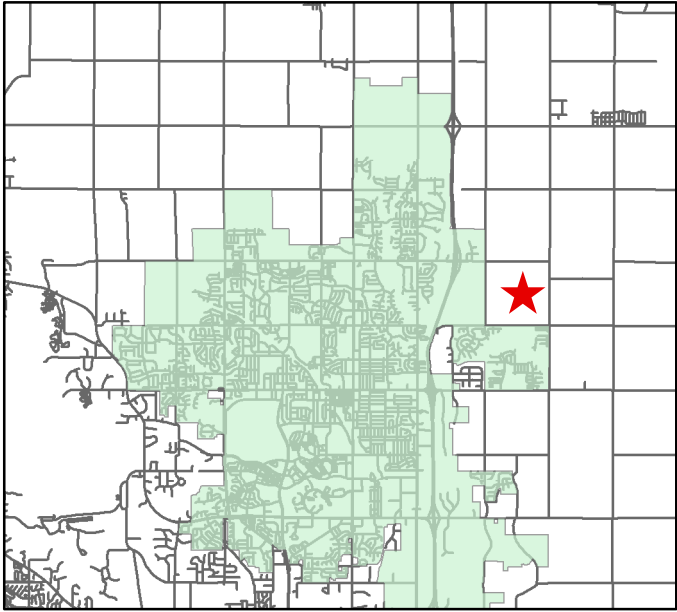
Please feel free to contact us if the City requires additional information or if you have any questions or comments.

Sincerely,

*Adam Schoeppner*

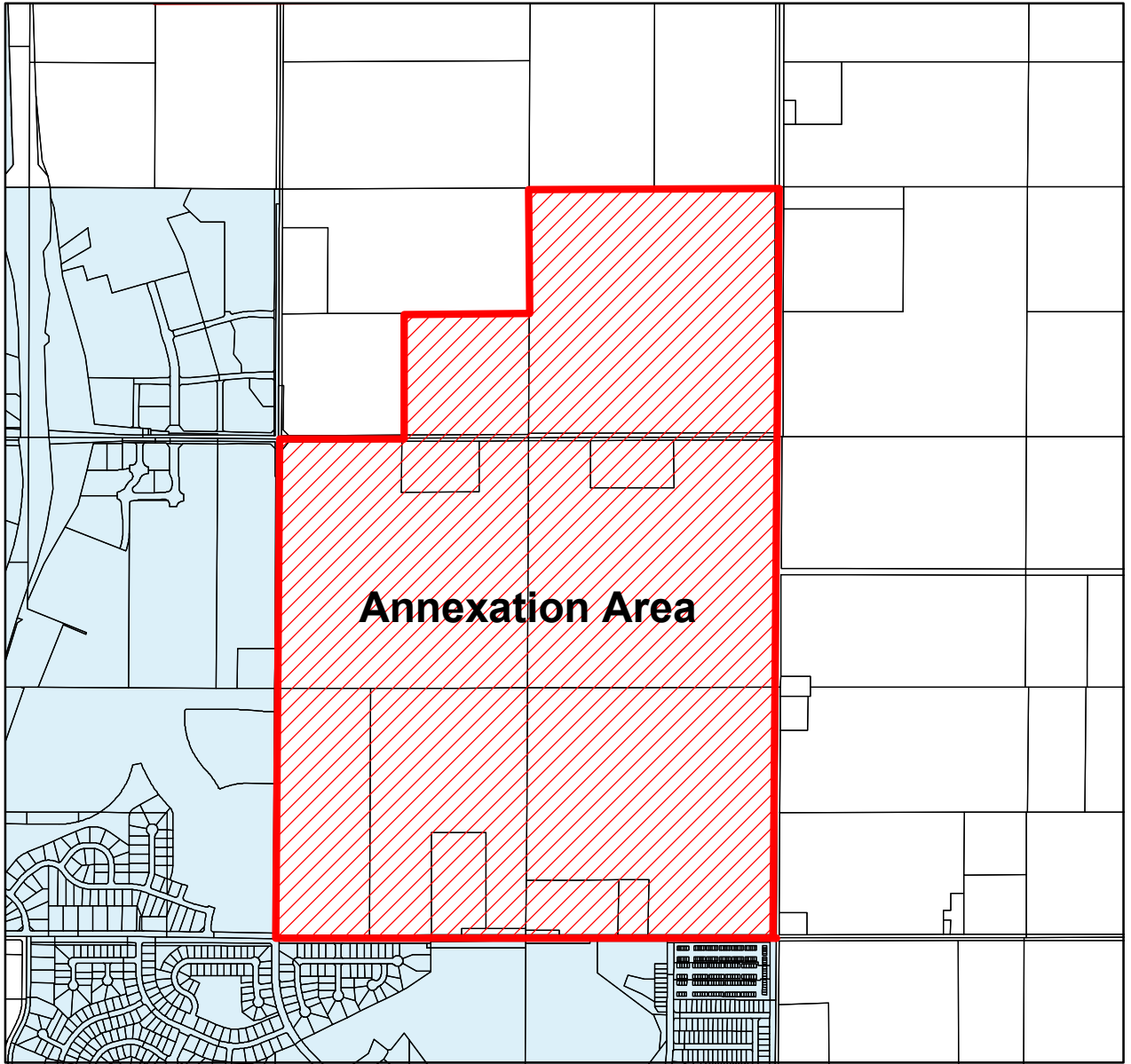
**Adam Schoeppner, PLS**  
**NILLES ASSOCIATES, INC.**

# Vicinity Map



**Legal Description:**  
"Section 08, Township 80 North, Range 23 West of the 5th Principal Meridian, Polk County, Iowa;  
**AND**  
The Southeast Quarter 05, Township 80 North, Range 23 West of the 5th Principal Meridian, Polk County, Iowa;  
**AND**  
The Southeast Quarter of the Southwest Quarter of Section 05, Township 80 North, Range 23 West of the 5th Principal Meridian, Polk County, Iowa;  
Containing 839.68 acres, more or less."

**Property Owners:**  
Susan L Albaugh Revocable Trust, Albaugh, Susan L, DRA Properties, LC, Kahnk, James M, Kahnk, Jodi K, Schmidt, Dennis R, John G. Jensen Revocable Trust; Karen E Jensen Trust; Jensen John W; Jensen John G; Threshold Otter Creek LLC; Melissa M Smith Revocable Trust; Jason R Smith Revocable Trust; Smith, Melissa M; Smith, Jason R; Mary Ann Cory Living Trust; Ira Patrick Cory Testamentary Trust; Cory, Mary Ann; Mitchell Elizabeth A; Cory, Thomas P; Cory, Joseph C, Joseph C. Cory, Michael P. Cory



1 inch = 1,800 feet

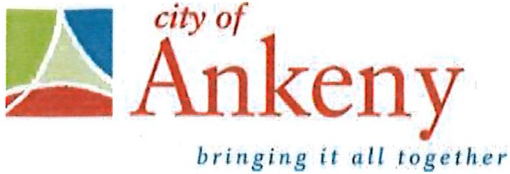
**Annexation Map**

**City of Ankeny**

**2025 DRA NE Ankeny  
DRA Properties Annexation**

**Sheet No.  
1 of 1**

**City of Ankeny, Iowa  
Community Development Department**  
  
Drawn By: LLH  
  
Checked by: EB  
  
Date: March 10, 2025



## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned Parcel located at NW corner of intersection of NE 38th St and NE 102nd Ave. Geoparcels 8023-08-400-001. 138.95 acres total

**Legal Description** (attach, if lengthy) See Attached

Property Owner(s): Susan L. Albaugh, Susan L. Albaugh Revocable Trust

**Address:** 1515 NE 36th Street

**Address:** Ankeny, IA 50021

**Phone #:** 515-965-5249

**Applicant / Contact** DRA Properties / Dennis Albaugh

**Address** 1525 NE 36th Street, Ankeny, IA 50021

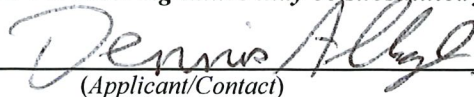
**Phone #:** 515-965-5249

Signed by:  **Date:** 11/12/24  
(Property Owner) \*

**Date:** \_\_\_\_\_  
(Property Owners)

**Date:** \_\_\_\_\_  
(Property Owners)

(Note: No other signature may be substituted for the Property Owner's Signature.)

and:  **Date:** 11/12/24  
(Applicant/Contact)

**Original Signatures are Required**

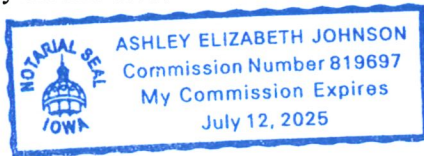


*\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.*

STATE OF IOWA

COUNTY OF POLK

On this 12<sup>th</sup> day of November, 2024, before me, a Notary Public in and for Polk County, personally appeared Susan Albaugh, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.



Ashley Elizabeth Johnson  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

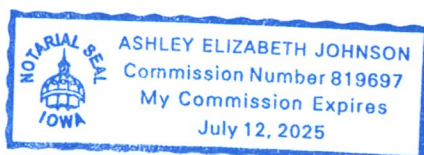
On this 12<sup>th</sup> day of November, 2024, before me, the undersigned, a Notary Public in Polk County and for the State of Iowa, personally appeared \_\_\_\_\_, to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_ a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this 12<sup>th</sup> day of November, 2024, before me, a Notary Public in and for Polk County, Iowa, personally appeared Dennis Albaugh, to me personally known, who being by me duly sworn, did say that that person is manager of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors and the said Dennis Albaugh acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.



Ashley Elizabeth Johnson  
Notary Public in and for  
Polk County, Iowa

#### Legal Description

A parcel of land located in the SE 1/4 of Section 8, Township 80 North, Range 23 West of the 5<sup>th</sup> P.M., Douglas Township, Polk County, Iowa, described as follows: Beginning at the Southeast corner of said Section 8; thence North 90°00' West, 1353.9 feet; Thence North 1°01' East, 612.80 feet; thence South 89°58' West, 1293.10 feet; thence North 0°26' East, 2031.10 feet; thence South 90°00' East, 2636.50 feet; thence South 0°21' West, 2642.80 feet to the Point of Beginning, containing 141.95 acres, more or less including 3.00 acres of present established roads.



bringing it all together

## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned \_\_\_\_\_

Geoparcels 8023-08-200-002, 8023-05-400-001, and 8023-05-300-003. 338.63 acres total

**Legal Description** (attach, if lengthy) See Attached

Property Owner(s): DRA Properties, LC

**Address:** 1525 NE 36th Street

**Address:** Ankeny, IA 50021

**Phone #:** 515-965-5249

**Applicant / Contact** DRA Properties / Ashley Johnson

**Address** 1525 NE 36th Street, Ankeny, IA 50021

**Phone #:** 515-965-5249

Signed by:  Date: 1/9/25  
(Property Owner) \*

\_\_\_\_\_  
(Property Owners) Date: \_\_\_\_\_

\_\_\_\_\_  
(Property Owners) Date: \_\_\_\_\_

(Note: No other signature may be substituted for the Property Owner's Signature.)

and:  Date: 1/9/25  
(Applicant/Contact)

**Original Signatures are Required**



*\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.*

STATE OF IOWA

COUNTY OF POLK

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for Polk County, personally appeared \_\_\_\_\_, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.

\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in Polk County and for the State of Iowa, personally appeared \_\_\_\_\_, to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_ a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

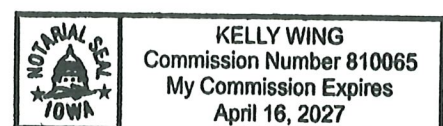
\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this 9 day of January, 2025, before me, a Notary Public in and for Polk County, Iowa, personally appeared Ashley Johnson, to me personally known, who being by me duly sworn, did say that that person is Chief Operating Officer of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors and the said Ashley Johnson acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.

Kelly Wing  
\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa



The Southeast Quarter (SE1/4) of Section 5, Township 80 North, Range 23, West of the 5<sup>th</sup> P.M., Polk County, Iowa.

AND

Southeast Quarter of the Southwest Quarter of Section 5, Township 80 North, Range 23, West of the 5<sup>th</sup> P.M., Polk County, Iowa

AND

The Northeast Quarter of Section 08, Township 80 North, Range 23 West of the 5<sup>th</sup> Principal Meridian, Polk County, Iowa; EXCEPT a tract of land more particularly described as follows: Commencing at the northeast corner of said Section 08; thence West 1109 feet to the point of beginning; thence West 880 feet; thence South 533 feet; thence East 880 feet; thence North 533 feet, to the point of beginning.



city of  
**Ankeny**

bringing it all together

## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned 3555 NE 110th Ave, Ankeny, IA 50021  
Geoparcels 8023-08-200-001 10.1 acres

**Legal Description** (attach, if lengthy) Beginning at the NE Corner of Section 08-80-23, Polk County, Iowa; thence west 1109 feet to the point of beginning; thence west 880 feet; thence south 533 feet; thence east 880 feet; thence north 533 feet to the point of beginning

**Property Owner(s):** John G Jensen Revocable Trust, Karen E Jensen Trust  
**Address:** 8889 NE 38th St  
**Address:** Ankeny, IA 50021  
**Phone #:** \_\_\_\_\_

**Applicant / Contact** DRA Properties / Ashley Johnson  
**Address** 1525 NE 36th Street, Ankeny, IA 50021  
**Phone #:** 515-965-5249

**Signed by:** John G Jensen, Trustee **Date:** 11/19/24  
(Property Owner) \*  
[Signature], Trustee **Date:** 11/19/24  
(Property Owners)  
\_\_\_\_\_  
(Property Owners) **Date:** \_\_\_\_\_

(Note: No other signature may be substituted for the Property Owner's Signature.)

**and:** Ashley Johnson **Date:** 11/19/24  
(Applicant/Contact)

*Original Signatures are Required*

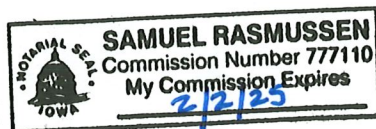


*\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.*

STATE OF IOWA

COUNTY OF POLK

On this 14th day of November, 2024, before me, a Notary Public in and for Polk County, personally appeared John G. Jensen, John W. Jensen, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.



[Signature]  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this 14th day of November, 2024, before me, the undersigned, a Notary Public in Polk County and for the State of Iowa, personally appeared John G. Jensen, to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_ a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

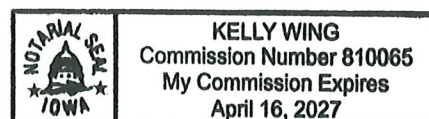
\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

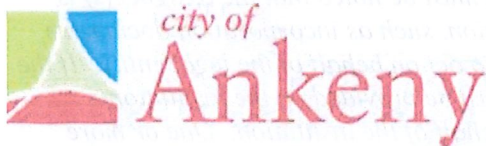
STATE OF IOWA

COUNTY OF POLK

On this 19 day of November, 2024, before me, a Notary Public in and for Polk County, Iowa, personally appeared Ashley Johnson, to me personally known, who being by me duly sworn, did say that that person is Chief Operating Officer of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors and the said Ashley Johnson acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.

[Signature]  
Notary Public in and for  
Polk County, Iowa





## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned 3430 NE 102nd Ave, Ankeny, IA 50021  
Geoparcel 8023-08-400-005 12.59 acres

**Legal Description** (attach, if lengthy) See Attached

**Property Owner(s):** James M. and Jodi K. Kahnk

**Address:** 3430 NE 102nd Ave

**Address:** Ankeny, IA 50021

**Phone #:** \_\_\_\_\_

**Applicant / Contact** DRA Properties / Ashley Johnson

**Address** 1525 NE 36th Street, Ankeny, IA 50021

**Phone #:** 515-965-5249

**Signed by:**

James M. Kahnk  
(Property Owner) \*

**Date:** 12-9-2024

Jodi Kahnk  
(Property Owners)

**Date:** 12-9-2024

(Property Owners)

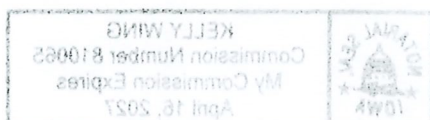
**Date:** \_\_\_\_\_

(Note: No other signature may be substituted for the Property Owner's Signature.)

**and:**

Ashley Johnson  
(Applicant/Contact)

**Date:** 1/9/25



**Original Signatures are Required**



*\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.*

STATE OF IOWA

COUNTY OF POLK

On this 9<sup>th</sup> day of December, 2024, before me, a Notary Public in and for Polk County, personally appeared Jim and Jodi Kask, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.



Ashley Elizabeth Johnson  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public in Polk County and for the State of Iowa, personally appeared \_\_\_\_\_, to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_ a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

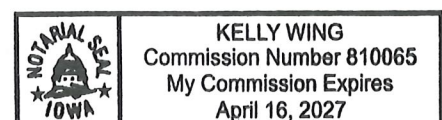
\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this 9 day of January, 2025, before me, a Notary Public in and for Polk County, Iowa, personally appeared Ashley Johnson, to me personally known, who being by me duly sworn, did say that that person is Chief Operating Officer of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors and the said Ashley Johnson acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.

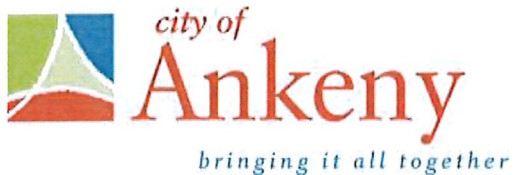
Kelly Wing  
Notary Public in and for  
Polk County, Iowa



A parcel of land located in the Southeast Quarter (SE 1/4) of Section Eight (8), Township Eighty (80) North, Range Twenty-Three (23) West of the 5<sup>th</sup> P.M., Polk County, Iowa, and described as Follows: Beginning at the South Quarter, (S ¼) corner of said Section Eight (8), thence North 00°26' East, 611.80 feet; thence North 89°58' East, 1293.10 feet; thence South 01°01' West, 612.80 feet; thence North 90°00 West, 1286.8 feet to the point of beginning, except the East 315 feet thereof, containing 13.69 acres, more or less, subject to established roads.







## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned 3560 NE 102nd Ave, Ankeny, IA 50021  
Geoparcel 8023-08-400-006 4.19 acres

**Legal Description** (attach, if lengthy) See Attached

**Property Owner(s):** Dennis R. Schmidt

**Address:** 3560 NE 102nd Ave

**Address:** Ankeny, IA 50021

**Phone #:** \_\_\_\_\_

**Applicant / Contact** DRA Properties / Ashley Johnson

**Address** 1525 NE 36th Street, Ankeny, IA 50021

**Phone #:** 515-965-5249

**Signed by:** Dennis R. Schmidt **Date:** 11-9-24  
(Property Owner) \*

\_\_\_\_\_  
(Property Owners) **Date:** \_\_\_\_\_

\_\_\_\_\_  
(Property Owners) **Date:** \_\_\_\_\_

(Note: No other signature may be substituted for the Property Owner's Signature.)

**and:** Ashley Johnson **Date:** 11/13/24  
(Applicant/Contact)

**Original Signatures are Required**

*\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.*

STATE OF IOWA

COUNTY OF POLK

On this 9 day of October, 2024, before me, a Notary Public in and for Polk County, personally appeared Dennis R. Schmidt, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.



Jeanine M. Reilly  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public in Polk County and for the State of Iowa, personally appeared \_\_\_\_\_, to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_ a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

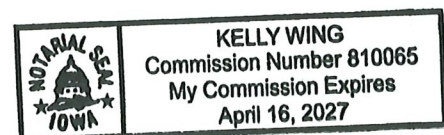
\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this 13 day of November, 2024, before me, a Notary Public in and for Polk County, Iowa, personally appeared Ashley Johnson, to me personally known, who being by me duly sworn, did say that that person is Chief Operating Officer of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors and the said Ashley Johnson acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.

Kelly Wing  
Notary Public in and for  
Polk County, Iowa



A parcel of land located in the Southeast  $\frac{1}{4}$  of Section 8, Township 80 North, Range 23 West of the 5<sup>th</sup> P.M., Polk County, Iowa and described as follows:

Commencing at the South  $\frac{1}{4}$  corner of said Section 8; thence North  $89^{\circ}50'59''$  East along the South line of said Southeast  $\frac{1}{4}$ , a distance of 971.49 feet to the point of beginning; thence North  $0^{\circ}51'40''$  East 612.55 feet; thence North  $89^{\circ}48'17''$  East 315.05 feet; thence South  $0^{\circ}51'40''$  West 612.80 feet to said South line; thence South  $89^{\circ}50'59''$  West along said South line 315.05 feet to the point of beginning and containing 4.43 acres (192,993 S.F.) and subject to a roadway exception being the South 33.00 feet thereof, said exception contains 0.24 acres (10,397 S.F.)





bringing it all together

## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned 3185 NE 110th Ave, Ankeny, IA 50021  
Geoparcels 8023-08-100-001 10.72 acres

**Legal Description** (attach, if lengthy) See Attached

**Property Owner(s):** Jason R. Smith and Melissa M. Smith

**Address:** 3185 NE 110th Ave

**Address:** Ankeny, IA 50021

**Phone #:** \_\_\_\_\_

**Applicant / Contact** DRA Properties / Ashley Johnson

**Address** 1525 NE 36th Street, Ankeny, IA 50021

**Phone #:** 515-965-5249

**Signed by:** Jason Smith **Date:** 3/6/25  
(Property Owner) \*

Melissa M. Smith **Date:** 3/6/25  
(Property Owners)

**Date:** \_\_\_\_\_

(Property Owners)

(Note: No other signature may be substituted for the Property Owner's Signature.)

**and:** Ashley Johnson **Date:** 3/10/25  
(Applicant/Contact)

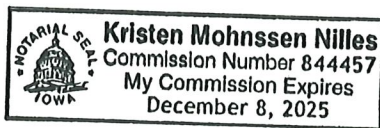
**Original Signatures are Required**

*\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.*

STATE OF IOWA

COUNTY OF POLK

On this 6<sup>th</sup> day of March, 2025, before me, a Notary Public in and for Polk County, personally appeared Jason & Melissa Smith, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.



  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public in Polk County and for the State of Iowa, personally appeared \_\_\_\_\_, to me personally known, who being by me duly sworn, did say that the person is one of the partners of \_\_\_\_\_ a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

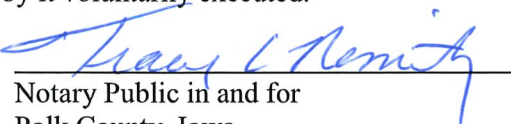
\_\_\_\_\_  
Notary Public in and for  
Polk County, Iowa

STATE OF IOWA

COUNTY OF POLK

On this 10 day of March, 20\_\_\_, before me, a Notary Public in and for Polk County, Iowa, personally appeared Ashley Johnson, to me personally known, who being by me duly sworn, did say that that person is CEO of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors and the said Ashley Johnson acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.



  
Notary Public in and for  
Polk County, Iowa

Beginning at a point on the North line of the Northwest 1/4 of Section 8, Township 80 North, Range 23 West of the 5th P.M., Polk County, Iowa, said point being 521.04 feet West of the Northeast corner of the Northwest 1/4 of Section 8; thence N 90°00'00"W, 819.00 feet along said North line; thence S0°00'00" E, 570.00 feet; thence N 90°00'00" E, 819.00 feet; thence N 0°00'00" E, 570 feet to the point of beginning.



## ANNEXATION APPLICATION

To the Council of the City of Ankeny, Iowa:

We, being all of the owners of the following described territory adjoining the City of Ankeny, Iowa hereby make application to your Honorable Body to assent by resolution to such territory becoming a part of the City of Ankeny, Iowa. **Attached hereto, is a plat of such territory showing the situation thereof with reference to the existing limits of the City.**

**Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned SE Corner of NE 36th St/NE 110th Ave and NE Four Mile Dr/NE 29th St

**Legal Description** (if necessary, provide attachment) See Attached

**Property Owner(s):** Threshold Otter Creek, LLC

**Address:** 7049 Vista Drive

**Address:** West Des Moines, Iowa 50266-9311

**Phone #:** \_\_\_\_\_

**Signed by:** \_\_\_\_\_



Property Owner Signature \*

Brian Martin

Name (Print/Type)

**Date:** 12/23/24

\_\_\_\_\_  
Property Owners Signature

Name (Print/Type)

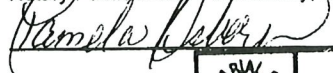
\_\_\_\_\_  
Property Owners Signature

Name (Print/Type)

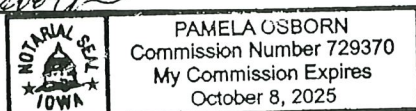
STATE OF IOWA, COUNTY OF POLK, ss

On this 23 day of December, 2024, before me, a Notary Public in and for Polk County, personally appeared Brian Martin, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.

Notary Public in and for Polk County, Iowa



(Notary Stamp)



STATE OF IOWA, COUNTY OF POLK, ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for Polk County, personally appeared \_\_\_\_\_, to me known to be the person named in and who executed the foregoing instrument, and acknowledged that he/she executed the same as voluntary act and deed.

Notary Public in and for Polk County, Iowa

\_\_\_\_\_

(Notary Stamp)



STATE OF IOWA, COUNTY OF POLK, ss

On this 23 day of December, 2021, before me, a Notary Public in and for Polk County, personally appeared Brian Martin, to me personally known, who being by me duly sworn, did say that that person is the Manager (title) of said limited liability company executing the within and foregoing instrument to which this is attached; that no seal has been procured by the limited liability company; that the instrument was signed on behalf of the limited liability company by authority of its managers; and that Brian Martin, as said officer, acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the limited liability company, by it and by them voluntarily executed.



PAMELA OSBORN  
Commission Number 729370  
My Commission Expires  
October 8, 2025 (Notary Stamp)

Notary Public in and for Polk County, Iowa

Pamela Osborn

Applicant / Contact Brian Martin

Address: 2049 Vista Dr, WDM, IA 50266

Phone #: \_\_\_\_\_

Signed by: [Signature] Date: 12/23/24

Applicant/Contact

Brian Martin

Name (Print/Type)

\*If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity.

In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity.

If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest the letter.

The Annexation Application will not be considered complete  
unless it complies with all the submittal requirements.

LEGAL 1

The Northwest ¼ of Section 8, Township 80 North, Range 23, West of the 5<sup>th</sup> P.M., Polk County, Iowa (except legally established highways and except the following parcel: Beginning at a point on the North line of the Northwest ¼ of said Section 8, 521.04 feet West of the Northeast corner of the Northwest ¼ of said section 8; thence N 90°00'W 819.0 feet along said North line; thence S 00°00'E 570.0 feet; thence N 90°00'E 819.0 feet; thence N 00°00'E 570.0 feet to the point of beginning),

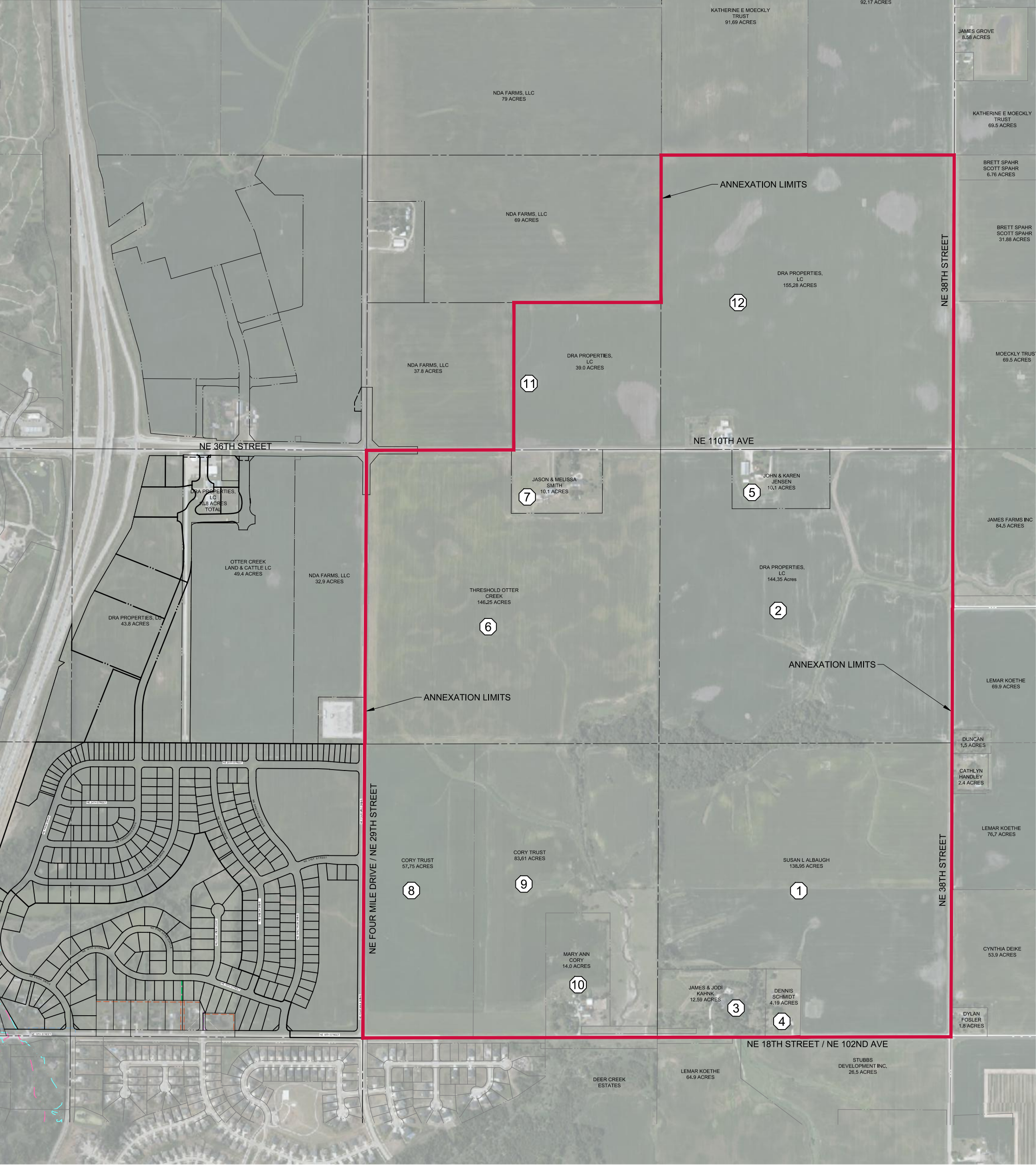
Excluding THAT PART OF THE NORTHWEST QUARTER OF SECTION 08, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE FIFTH PRINCIPAL MERIDIAN, POLK COUNTY, IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 08; THENCE NORTH 89 DEGREES 43 MINUTES 32 SECONDS EAST, A DISTANCE OF 457.62 FEET; THENCE SOUTH 00 DEGREES 12 MINUTES 13 SECONDS EAST, A DISTANCE OF 33.79 FEET; THENCE SOUTH 89 DEGREES 49 MINUTES 28 SECONDS WEST, A DISTANCE OF 347.89 FEET; THENCE SOUTH 39 DEGREES 31 MINUTES 20 SECONDS WEST, A DISTANCE OF 121.54 FEET; THENCE SOUTH 00 DEGREES 13 MINUTES 36 SECONDS WEST, A DISTANCE OF 272.23 FEET; THENCE NORTH 89 DEGREES 45 MINUTES 10 SECONDS WEST, A DISTANCE OF 33.00 FEET; THENCE NORTH 00 DEGREES 13 MINUTES 36 SECONDS EAST, A DISTANCE OF 398.50 FEET, TO THE POINT OF BEGINNING.

Subject to easements, covenants and restrictions of record.



| PARCEL #                                               | PROPERTY OWNERS            | LEGAL DESCRIPTION                      | NET PARCEL AREA |       | % OF ANNEX AREA | CONSENTING OWNERS |
|--------------------------------------------------------|----------------------------|----------------------------------------|-----------------|-------|-----------------|-------------------|
| 1                                                      | SUSAN L ALBAUGH            | PART OF SE 1/4 SECTION 8-80-23         | 138.95          | ACRES | 17.02%          | X                 |
| 2                                                      | DRA PROPERTIES, LC         | PART OF NE 1/4 SECTION 8-80-23         | 144.35          | ACRES | 17.69%          | X                 |
| 3                                                      | JAMES M & JODI K KAHNK     | PART OF SE 1/4 SECTION 8-80-23         | 12.59           | ACRES | 1.54%           | X                 |
| 4                                                      | DENNIS R SCHMIDT           | PARCEL B OF THE SE 1/4 SECTION 8-80-23 | 4.19            | ACRES | 0.51%           | x                 |
| 5                                                      | JOHN & KAREN JENSEN TRUST  | PART OF NE 1/4 SECTION 8-80-23         | 10.10           | ACRES | 1.24%           | X                 |
| 6                                                      | THRESHOLD OTTER CREEK, LLC | PART OF NW 1/4 SECTION 8-80-23         | 146.25          | ACRES | 17.92%          | X                 |
| 7                                                      | JASON & MELISSA SMITH      | PART OF NW 1/4 SECTION 8-80-23         | 10.10           | ACRES | 1.24%           | X                 |
| 8                                                      | CORY TRUST                 | W 3/4 W 1/2 SW 1/4 SECTION 8-80-23     | 57.75           | ACRES | 7.08%           |                   |
| 9                                                      | CORY TRUST                 | PART OF THE SW 1/4 SECTION 8-80-23     | 83.61           | ACRES | 10.24%          |                   |
| 10                                                     | MARY ANN CORY              | PARCEL A OF THE SW 1/4 SECTION 8-80-23 | 14.00           | ACRES | 1.72%           |                   |
| 11                                                     | DRA PROPERTIES, LC         | SE 1/4 SW 1/4 SECTION 5-80-23          | 39.00           | ACRES | 4.78%           | X                 |
| 12                                                     | DRA PROPERTIES, LC         | SE 1/4 SECTION 5-80-23                 | 155.28          | ACRES | 19.03%          | X                 |
|                                                        | ROAD R.O.W.                |                                        | 23.51           | ACRES |                 |                   |
|                                                        |                            |                                        |                 |       |                 |                   |
|                                                        |                            | TOTAL AREA                             | 839.68          | ACRES |                 |                   |
|                                                        |                            | NET AREA LESS R.O.W.                   | 816.16          | ACRES |                 |                   |
|                                                        |                            |                                        |                 |       |                 |                   |
|                                                        |                            | CONSENT AREA                           | 660.81          | ACRES |                 |                   |
|                                                        |                            | CONSENT %                              |                 |       | 80.97%          |                   |
| NOTE: AREAS OBTAINED FROM POLK COUNTY AUDITOR DATABASE |                            |                                        |                 |       |                 |                   |



2025 NE ANKENY DRA PROPERTIES ANNEXATION



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** providing for the notice and hearing of the City Council of the City of Ankeny regarding the 100% Voluntary Urbanized annexation of property owned by Berwick Holdings, LLC. (date of hrg: 5/19/25 @ 5:30 p.m.)

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

Berwick Holdings, LLC, the property owner, has requested annexation into the City of Ankeny. The land is approximately 18.89 acres (+/-) of land generally located south of SE Oralabor Road/NE 78th Avenue, north of SE Corporate Woods Drive/NE 62nd Avenue, and east of NE Berwick Drive. Approximately 0.79 acres (+/-) of public right-of-way are included in the annexation as well, as the City is required to incorporate any and all County road right-of-way to the center line of the adjacent road.

CITY MANAGER/STAFF RECOMMENDATIONS:

Adopt resolution setting public hearing for 5/19/25 at 5:30 p.m.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

City Council initiated the Berwick Holdings Annexation at their meeting on March 17, 2025. The Plan and Zoning Commission recommended City Council approval of the Berwick Holdings Annexation at their meeting on April 7, 2025.

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

## ACTION REQUESTED

## ATTACHMENTS

1. Resolution
2. Notice of Hearing
3. Annexation Map

**RESOLUTION 2025-**

**A RESOLUTION PROVIDING FOR THE NOTICE AND HEARING OF THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA REGARDING THE VOLUNTARY, URBANIZED ANNEXATION OF CERTAIN TERRITORY LOCATED ADJACENT TO THE SOUTHEAST QUADRANT OF ANKENY REQUESTED BY BERWICK HOLDINGS, LLC.**

---

**WHEREAS**, the titleholders of the following described property, has made application for annexation of the same to the City of Ankeny, Iowa:

**LEGAL DESCRIPTION:**

THAT PART OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5TH PRINCIPAL MERIDIAN, LAYING NORTH AND EAST OF EXISTING ROADS, EXCEPT THE SOUTH 281 FEET OF THE WEST 310 FEET THEREOF, AND EXCEPT THE SOUTH 435.6 FEET OF THE EAST 600 FEET OF THE WEST 910 FT THEREOF.

**LAYMAN'S DESCRIPTION:**

Approximately 18.89 acres (+/-) of land adjacent to the southeast quadrant of Ankeny and generally located south of SE Oralabor Road/NE 78<sup>th</sup> Avenue, north of SE Corporate Woods Drive/NE 62<sup>nd</sup> Avenue, and east of NE Berwick Drive.

**WHEREAS**, Section 368.5 of the Iowa Code provides that cities may, in connection with an annexation, annex property owned by the State of Iowa and county. The annexation includes any and all Polk County road right-of-way to the centerline of any adjacent road; and

**WHEREAS**, said Section provides that notice of the application shall be mailed by certified mail to the Iowa Attorney General, Polk County Attorney, Chairperson of the County Board of Supervisors, Metropolitan Planning Organization, all affected public utilities, and each city which adjoins the territory or is within two miles of the territory at least 14 business days prior to the action of the City Council of the application; and

**WHEREAS**, the City Council now deems it appropriate that a public hearing be held to consider said proposed annexation.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa as follows:

1. A public hearing before this Council on the application for annexation described in the preamble to this resolution is hereby set for 5:30 P.M. on the 19<sup>th</sup> day of May, 2025.
2. The City Clerk is authorized and directed to publish notice of such hearing at the time and manner required by law.

**PASSED AND APPROVED** this 21st day of April, 2025.

---

Bobbi B Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**NOTICE OF PUBLIC HEARING ON APPLICATIONS FOR A VOLUNTARY URBANIZED  
ANNEXATION OF CERTAIN TERRITORY ADJACENT TO THE SOUTHEAST QUADRANT OF  
ANKENY REQUESTED BY BERWICK HOLDINGS, LLC.**

---

**TO:** ALL CITIZENS AND RESIDENTS OF THE CITY OF ANKENY, IOWA, AND TO ALL OTHER PERSONS WHO MAY BE ENTITLED TO NOTICE OF THE FILING OF AN APPLICATION FOR ANNEXATION UNDER THE PROVISIONS OF IOWA CODE SECTION 368.7.

**YOU ARE HEREBY NOTIFIED** that applications for annexation have been made and are under consideration by the City of Ankeny by the following property owners of tract of land, legally described as follows:

**LEGAL DESCRIPTION:**

THAT PART OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWNSHIP 80 NORTH, RANGE 23 WEST OF THE 5TH PRINCIPAL MERIDIAN, LAYING NORTH AND EAST OF EXISTING ROADS, EXCEPT THE SOUTH 281 FEET OF THE WEST 310 FEET THEREOF, AND EXCEPT THE SOUTH 435.6 FEET OF THE EAST 600 FEET OF THE WEST 910 FT THEREOF.

**LAYMAN'S DESCRIPTION:**

Approximately 18.89 acres (+/-) of land adjacent to the southeast quadrant of Ankeny and generally located south of SE Oralabor Road/NE 78<sup>th</sup> Avenue, north of SE Corporate Woods Drive/NE 62<sup>nd</sup> Avenue, and east of NE Berwick Drive.

**WHEREAS**, Section 368.5 of the Iowa Code provides that cities may, in connection with an annexation, annex property owned by the State of Iowa and county. The annexation includes any and all Polk County road right-of-way to the centerline of any adjacent road; and

**YOU ARE FURTHER AND SPECIFICALLY NOTIFIED** that a hearing before City Council on the above described Application for Annexation has been set to commence on the 19<sup>th</sup> day of May, 2025, at 5:30 P.M., in the Ankeny City Council Chambers, 1250 SW District Drive, Second Floor, Ankeny, Iowa, at which time and place any person wishing to speak for or against said Application will be given the opportunity to be heard. Written public comments may also be sent to the City Clerk's Office, 410 W First Street, Ankeny, Iowa by 5:00 p.m. on Friday, May 16, 2025.

**YOU ARE FURTHER NOTIFIED** that a copy of said Applications are on file in the Ankeny City Clerk's office, and may be examined by any interested person during regular business hours.

**DATED** this 21<sup>st</sup> day of April 2025.

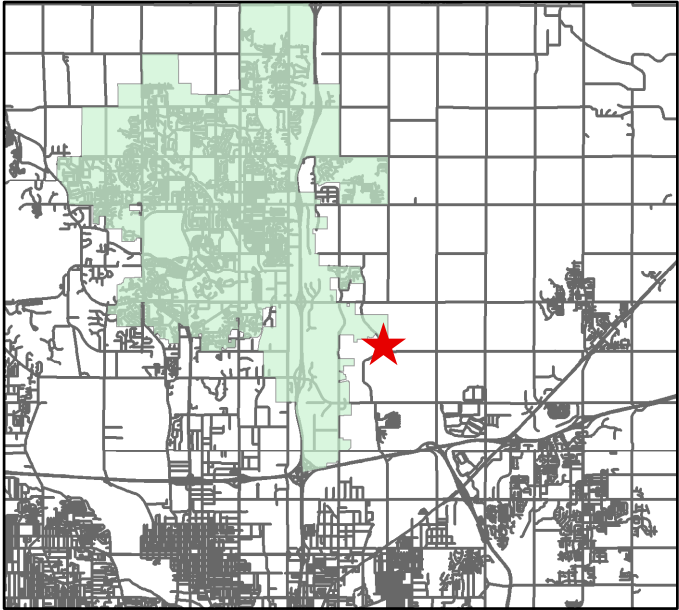
CITY OF ANKENY, IOWA

\_\_\_\_\_  
Michelle Yuska, City Clerk

Published in the Des Moines Register on the 25<sup>th</sup> day of April, 2025.

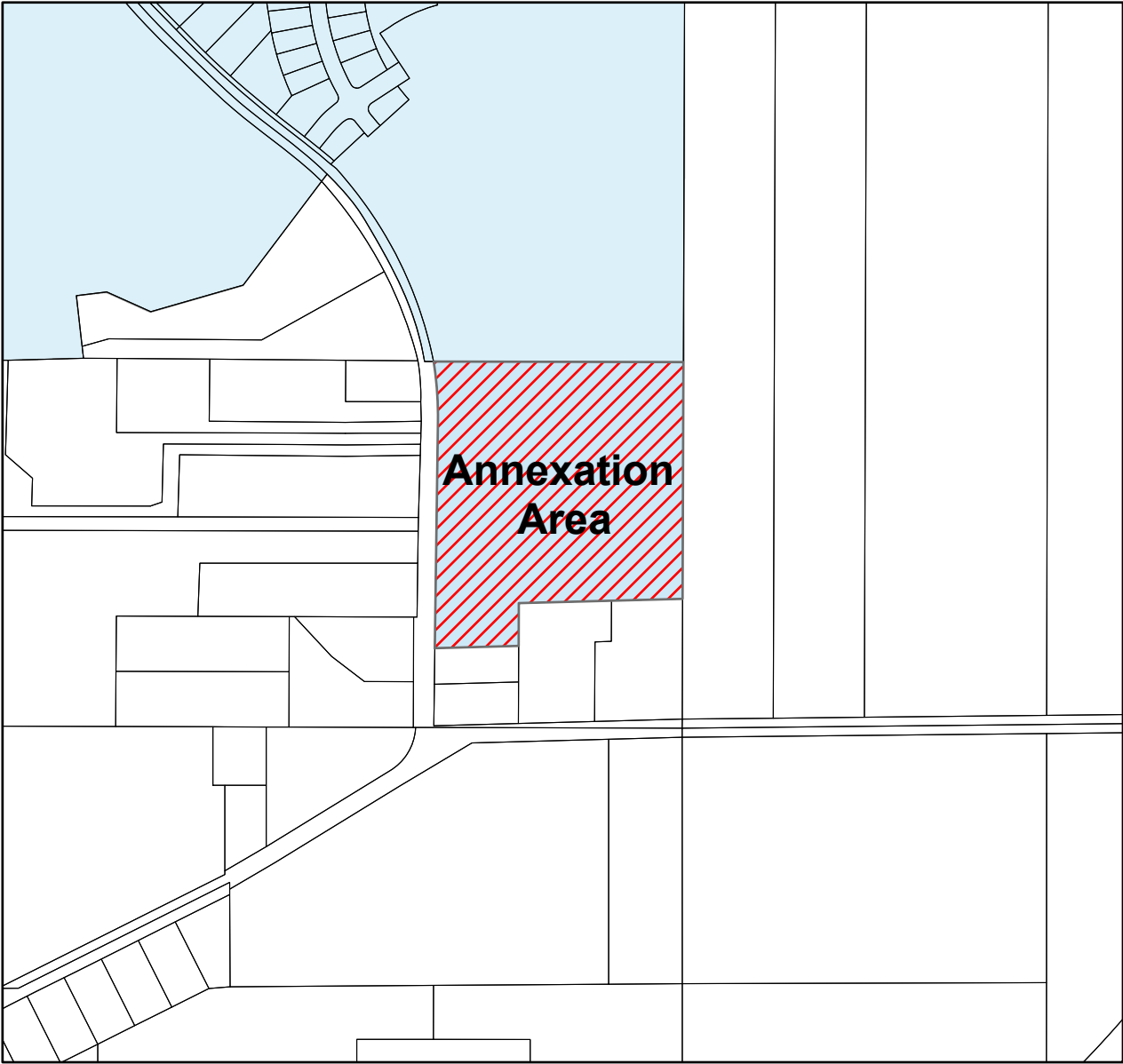


Vicinity Map



LEGAL DESCRIPTION  
"THAT PART OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SECTIONS 32, TOWNSHIP  
80 NORTH, RANGE 23 WEST OF THE 5TH PRINCIPAL MERIDIAN, LAYING NORTH AND  
EAST OF THE EXISTING ROADS EXCEPT THE SOUTH 281 FEET OF THE WEST  
310 FEET THEREOF, AND EXCEPT THE SOUTH 435.6 FEET OF THE EAST 600 FEET OF  
THE WEST 910 FT THEREOF

THE ANNEXATION ALSO INCLUDES ANY AND ALL COUNTY ROAD RIGHT-OF-WAY TO THE  
CENTERLINE OF THE ADJACENT ROAD."



Annexation Map

Property Owners:  
Berwick Holdings LLC

|                |                                  |                     |                                                          |
|----------------|----------------------------------|---------------------|----------------------------------------------------------|
| City of Ankeny | 2025 Berwick Holdings Annexation | Sheet No.<br>1 of 1 | City of Ankeny, Iowa<br>Community Development Department |
|                |                                  |                     | Drawn By: RJK                                            |
|                |                                  |                     | Checked by: EB                                           |
|                |                                  |                     | Date: March 10, 2025                                     |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** accepting a proposal from Land Management Resources in the amount of \$52,515.00 for the construction of the 2025 -2026 Native Vegetation Maintenance project.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Upgrade Essential Infrastructure

ACTION REQUESTED

Resolution

LEGAL

No review required.

EXECUTIVE SUMMARY

The action before the Council is the adoption of a Resolution accepting a proposal from Land Management Resources for the 2025 - 2026 Native Vegetation Maintenance project.

The 2025 - 2026 Native Vegetation Maintenance project includes maintenance trips to 26 locations within the City of Ankeny. The maintenance trips will include but are not limited to, providing all equipment, labor, and materials to spot mow and/or apply spot herbicide treatments at the determination of the City and Contractor prior to each trip.

The project locations are all located on public property or Right-of-Way. The project includes temporary traffic control as needed, mobilization, and miscellaneous associated work necessary to complete the project.

Bid invitations were sent to twenty-seven (27) contractors. Two (2) bids were received for the project as follows:

|                           |             |
|---------------------------|-------------|
| Land Management Resources | \$52,515.00 |
| HMG Land Management       | \$60,300.00 |

The Engineer's Estimate was \$79,100.00. The bids ranged from 33% below the engineer's estimate to 23% below the engineer's estimate. Land Management Resources has completed similar projects for the City of

Ankeny in the past and they have the technical experience to complete this project. The Public Works Department recommends awarding the 2025 - 2025 Native Vegetation Maintenance project to Land Management Resources of Ankeny, Iowa.

**CITY MANAGER/STAFF RECOMMENDATIONS:**

Approve the motion to adopt RESOLUTION accepting a proposal from Land Management Resources for the 2025 - 2026 Native Vegetation Maintenance project.

**PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)**

**FISCAL IMPACT**

The 2025 - 2026 Native Vegetation Maintenance project is funded by the Stormwater Administration fiscal year 2026 Land and Tree Services budget.

**PUBLIC OUTREACH EFFORTS**

**ACTION REQUESTED**

**ATTACHMENTS**

1. Bid Tab
2. Resolution Accepting Proposal

**2025 - 2026 Native Vegetation Maintenance Project**

**11-Apr-25**

| Item No. | Item                                      | Unit | Engineer's Estimate |             |             | Land Management Resources |             |             | HMG Land Management |             |             |
|----------|-------------------------------------------|------|---------------------|-------------|-------------|---------------------------|-------------|-------------|---------------------|-------------|-------------|
|          |                                           |      | Total               | Unit Price  | Total Price | Total                     | Unit Price  | Total Price | Total               | Unit Price  | Total Price |
|          | ANKENY FIRE STATION NO. 2                 |      |                     |             |             |                           |             |             |                     |             |             |
| 1.1      | Maintenance Trips                         | Trip | 2                   | \$ 300.00   | \$ 600.00   | 2                         | \$ 200.00   | \$ 400.00   | 2                   | \$ 400.00   | \$ 800.00   |
|          | BELLAGIO PARK                             |      |                     |             |             |                           |             |             |                     |             |             |
| 2.1      | Maintenance Trips                         | Trip | 1                   | \$ 1,800.00 | \$ 1,800.00 | 1                         | \$ 1,250.00 | \$ 1,250.00 | 1                   | \$ 1,500.00 | \$ 1,500.00 |
|          | CENTENNIAL POINTE PARK                    |      |                     |             |             |                           |             |             |                     |             |             |
| 3.1      | Maintenance Trips                         | Trip | 2                   | \$ 960.00   | \$ 1,920.00 | 2                         | \$ 780.00   | \$ 1,560.00 | 2                   | \$ 900.00   | \$ 1,800.00 |
|          | CHAUTAUQUA LAKE BUFFER                    |      |                     |             |             |                           |             |             |                     |             |             |
| 4.1      | Maintenance Trips                         | Trip | 1                   | \$ 1,800.00 | \$ 1,800.00 | 1                         | \$ 1,500.00 | \$ 1,500.00 | 1                   | \$ 1,400.00 | \$ 1,400.00 |
|          | HAWKEYE PARK BUFFER                       |      |                     |             |             |                           |             |             |                     |             |             |
| 5.1      | Maintenance Trips                         | Trip | 2                   | \$ 360.00   | \$ 720.00   | 2                         | \$ 350.00   | \$ 700.00   | 2                   | \$ 400.00   | \$ 800.00   |
|          | HIGH TRESTLE TRAIL BRIDGE (North Section) |      |                     |             |             |                           |             |             |                     |             |             |
| 6.1      | Maintenance Trips                         | Trip | 1                   | \$ 1,200.00 | \$ 1,200.00 | 1                         | \$ 775.00   | \$ 775.00   | 1                   | \$ 800.00   | \$ 800.00   |
|          | HIGH TRESTLE TRAIL BRIDGE (South Section) |      |                     |             |             |                           |             |             |                     |             |             |
| 7.1      | Maintenance Trips                         | Trip | 1                   | \$ 1,200.00 | \$ 1,200.00 | 1                         | \$ 1,150.00 | \$ 1,150.00 | 1                   | \$ 1,200.00 | \$ 1,200.00 |
|          | HIGH TRESTLE TRAIL UNDERPASS              |      |                     |             |             |                           |             |             |                     |             |             |
| 8.1      | Maintenance Trips                         | Trip | 2                   | \$ 3,000.00 | \$ 6,000.00 | 2                         | \$ 2,450.00 | \$ 4,900.00 | 2                   | \$ 1,500.00 | \$ 3,000.00 |
|          | NE DELAWARE AVE BIOCELLS (4 total)        |      |                     |             |             |                           |             |             |                     |             |             |
| 9.1      | Maintenance Trips, Each Bioretention Cell | Trip | 28                  | \$ 325.00   | \$ 9,100.00 | 28                        | \$ 200.00   | \$ 5,600.00 | 28                  | \$ 300.00   | \$ 8,400.00 |
|          | NW STATE STREET BIOCELLS (4 total)        |      |                     |             |             |                           |             |             |                     |             |             |
| 10.1     | Maintenance Trips                         | Trip | 8                   | \$ 325.00   | \$ 2,600.00 | 8                         | \$ 200.00   | \$ 1,600.00 | 8                   | \$ 300.00   | \$ 2,400.00 |
|          | PLAZA PARKWAY BASINS                      |      |                     |             |             |                           |             |             |                     |             |             |
| 11.1     | Maintenance Trips                         | Trip | 2                   | \$ 2,200.00 | \$ 4,400.00 | 2                         | \$ 2,500.00 | \$ 5,000.00 | 2                   | \$ 1,200.00 | \$ 2,400.00 |
|          | PRECEDENCE PARK                           |      |                     |             |             |                           |             |             |                     |             |             |
| 12.1     | Maintenance Trips                         | Trip | 2                   | \$ 1,100.00 | \$ 2,200.00 | 2                         | \$ 200.00   | \$ 400.00   | 2                   | \$ 600.00   | \$ 1,200.00 |
|          | PROMENADE LAKE BUFFER                     |      |                     |             |             |                           |             |             |                     |             |             |
| 13.1     | Maintenance Trips                         | Trip | 1                   | \$ 960.00   | \$ 960.00   | 1                         | \$ 780.00   | \$ 780.00   | 1                   | \$ 800.00   | \$ 800.00   |
|          | ROCK CREEK GREENBELT (North section)      |      |                     |             |             |                           |             |             |                     |             |             |
| 14.1     | Maintenance Trips                         | Trip | 1                   | \$ 2,400.00 | \$ 2,400.00 | 1                         | \$ 2,450.00 | \$ 2,450.00 | 1                   | \$ 2,500.00 | \$ 2,500.00 |
|          | ROCK CREEK GREENBELT (South section)      |      |                     |             |             |                           |             |             |                     |             |             |
| 15.1     | Maintenance Trips                         | Trip | 1                   | \$ 2,400.00 | \$ 2,400.00 | 1                         | \$ 1,200.00 | \$ 1,200.00 | 1                   | \$ 1,500.00 | \$ 1,500.00 |
|          | S ANKENY BLVD BASINS                      |      |                     |             |             |                           |             |             |                     |             |             |
| 16.1     | Maintenance Trips                         | Trip | 2                   | \$ 900.00   | \$ 1,800.00 | 2                         | \$ 650.00   | \$ 1,300.00 | 2                   | \$ 300.00   | \$ 600.00   |
|          | SUMMERBROOK PARK BIOCELLS (2 total)       |      |                     |             |             |                           |             |             |                     |             |             |
| 17.1     | Maintenance Trips, Each Bioretention Cell | Trip | 4                   | \$ 400.00   | \$ 1,600.00 | 4                         | \$ 200.00   | \$ 800.00   | 4                   | \$ 300.00   | \$ 1,200.00 |
|          | SW DES MOINES ST CORRIDOR – NORTH         |      |                     |             |             |                           |             |             |                     |             |             |

**2025 - 2026 Native Vegetation Maintenance Project**

**11-Apr-25**

| Item No.          | Item                                       | Unit | Engineer's Estimate |             |              | Land Management Resources |             |             | HMG Land Management |             |              |
|-------------------|--------------------------------------------|------|---------------------|-------------|--------------|---------------------------|-------------|-------------|---------------------|-------------|--------------|
|                   |                                            |      | Total               | Unit Price  | Total Price  | Total                     | Unit Price  | Total Price | Total               | Unit Price  | Total Price  |
| 18.1              | Maintenance Trip                           | Trip | 1                   | \$ 3,000.00 | \$ 3,000.00  | 1                         | \$ 2,650.00 | \$ 2,650.00 | 1                   | \$ 1,000.00 | \$ 1,000.00  |
|                   | SW DES MOINES ST CORRIDOR – MIDDLE         |      |                     |             |              |                           |             |             |                     |             |              |
| 19.1              | Maintenance Trips                          | Trip | 1                   | \$ 3,000.00 | \$ 3,000.00  | 1                         | \$ 1,650.00 | \$ 1,650.00 | 1                   | \$ 500.00   | \$ 500.00    |
|                   | SW DES MOINES ST CORRIDOR – SOUTH          |      |                     |             |              |                           |             |             |                     |             |              |
| 20.1              | Maintenance Trips                          | Trip | 1                   | \$ 1,600.00 | \$ 1,600.00  | 1                         | \$ 1,250.00 | \$ 1,250.00 | 1                   | \$ 600.00   | \$ 600.00    |
|                   | SW IRVINGDALE WATER TOWER AREA             |      |                     |             |              |                           |             |             |                     |             |              |
| 21.1              | Maintenance Trips                          | Trip | 1                   | \$ 2,200.00 | \$ 2,200.00  | 1                         | \$ 1,450.00 | \$ 1,450.00 | 1                   | \$ 1,500.00 | \$ 1,500.00  |
|                   | SW MAGAZINE RD BIOCELLS (8 Total)          |      |                     |             |              |                           |             |             |                     |             |              |
| 22.1              | Maintenance Trips, Each Bioretention Cell  | Trip | 56                  | \$ 325.00   | \$ 18,200.00 | 56                        | \$ 125.00   | \$ 7,000.00 | 56                  | \$ 300.00   | \$ 16,800.00 |
|                   | TRADITION BASINS                           |      |                     |             |              |                           |             |             |                     |             |              |
| 23.1              | Maintenance Trips                          | Trip | 2                   | \$ 1,800.00 | \$ 3,600.00  | 2                         | \$ 1,850.00 | \$ 3,700.00 | 2                   | \$ 1,500.00 | \$ 3,000.00  |
|                   | W 1ST STREET BIOCELLS (6 total)            |      |                     |             |              |                           |             |             |                     |             |              |
| 24.1              | Maintenance Trips, Each Bioretention Cell  | Trip | 8                   | \$ 325.00   | \$ 2,600.00  | 8                         | \$ 200.00   | \$ 1,600.00 | 8                   | \$ 400.00   | \$ 3,200.00  |
|                   | SW DES MOINES ST HORIZONTAL SECTIONS       |      |                     |             |              |                           |             |             |                     |             |              |
| 25.1              | Broadcast Herbicide                        | Trip | 1                   | \$ 1,000.00 | \$ 1,000.00  | 1                         | \$ 750.00   | \$ 750.00   | 1                   | \$ 600.00   | \$ 600.00    |
|                   | VINTAGE GREENWAY - NORTH OF SW MAGAZINE RD |      |                     |             |              |                           |             |             |                     |             |              |
| 26.1              | Broadcast Herbicide                        | Trip | 2                   | \$ 600.00   | \$ 1,200.00  | 2                         | \$ 550.00   | \$ 1,100.00 | 2                   | \$ 400.00   | \$ 800.00    |
| TOTAL AMOUNT BID= |                                            |      | \$ 79,100.00        |             |              | \$ 52,515.00              |             |             | \$ 60,300.00        |             |              |

This is a unit bid price contract, so the Total Price for HMG's bid for item 24.1 is \$3,200 instead of the \$2,400 shown on the proposal.

**RESOLUTION 2025-XXX**

**A RESOLUTION ACCEPTING A PROPOSAL FROM LAND MANAGEMENT RESOURCES IN THE AMOUNT OF \$52,515.00 FOR THE CONSTRUCTION OF THE 2025 – 2026 NATIVE VEGETATION MAINTENANCE PROJECT.**

---

**WHEREAS**, the City of Ankeny desires to contract mowing, spot mowing, herbicide applications, and invasive vegetation removal work at twenty-six (26) locations within the City of Ankeny, and;

**WHEREAS**, a request for proposal was sent out to twenty-seven (27) contractors, and;

**WHEREAS**, the results of the request for proposal are as follows:

|                           |             |
|---------------------------|-------------|
| Land Management Resources | \$52,515.00 |
| HMG Land Management       | \$60,300.00 |
| Engineer's Estimated Cost | \$79,100.00 |

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the Proposal from Land Management Resources in the amount of \$52,515.00 be accepted for the construction of the 2025 – 2026 Native Vegetation Maintenance project, the Mayor be authorized to sign the construction Contract, and the construction Performance, Payment, and Maintenance Bond be accepted.

**DATED** this 21<sup>st</sup> day of April, 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to approve the waste and recycling services contracts for municipal facilities and city-wide events with Ankeny Sanitation, Inc.

ORIGINATING DEPARTMENT

Finance

COUNCIL GOAL

Deliver Exceptional Service

ACTION REQUESTED

Motion

LEGAL

No review required

EXECUTIVE SUMMARY

A request for proposal (RFP) was issued, and the City received three bids to provide waste and recycling services for municipal facilities. The City also received one bid for waste disposal services at city-wide events such as spring clean-up days and the leaf collection program. The bids received are as follows:

**Waste and Recycling Services at Municipal Facilities**

| <b>Company</b>                  | <b>Annual Cost</b>                |
|---------------------------------|-----------------------------------|
| Ankeny Sanitation, Inc.         | \$28,760.00                       |
| Waste Connections of Iowa, Inc. | \$29,701.00                       |
| Waste Management                | \$27,764.00 (with bid exceptions) |

**Waste Disposal Services at City-Wide Events**

| <b>Company</b>          | <b>Price Per Haul Per Container (Clean-Up Days, Leaf Collection Program, &amp; Construction Pickups)</b> |
|-------------------------|----------------------------------------------------------------------------------------------------------|
| Ankeny Sanitation, Inc. | \$250.00                                                                                                 |

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend approval of the waste and recycling services contracts for municipal facilities and city-wide events with Ankeny Sanitation, Inc.



## PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

### FISCAL IMPACT

Under the proposed contract, the City will spend approximately \$1,900 more annually for regular waste and recycling services and approximately 32% more annually for city-wide events when compared to the previous contract pricing.

### PUBLIC OUTREACH EFFORTS

Companies were contacted to gauge interest in receiving the bid package prior to issuing the RFP. Interested companies were notified directly, while all the documentation was additionally posted to the City's website for public viewing.

### ACTION REQUESTED

### ATTACHMENTS

1. Ankeny Sanitation Bid
2. Ankeny Sanitation COI
3. Waste & Recycling Collection Services RFP
4. Letter of Agreement - Waste & Recycling
5. Letter of Agreement - City-Wide Events



**ANKENY SANITATION INC.**

City of Ankeny, Iowa

| Date          | Service Address                                             | Attention                                                              |
|---------------|-------------------------------------------------------------|------------------------------------------------------------------------|
| April 9, 2025 | City of Ankeny<br>410 West First Street<br>Ankeny, IA 50023 | Austin Demers, Finance Dept<br>(515)965-6401<br>ademers@ankenyiowa.gov |

## Introduction

Ankeny Sanitation, Inc. is a locally owned and operated waste collection provider since 1986. We service residential, commercial, and industrial customers for trash, recycling, yard waste, special waste, and construction. Over the years, our experience and reputation have allowed us to grow beyond just servicing the greater Des Moines Metro area. We maintain high standards of quality collection services to many surrounding municipalities; local and national corporations; and small and large contractors. We have an amazing team with decades of experience in the industry. All of our operations, from Customer Service and Billing; to Dispatch, Fleet, Drivers and Owners, are all locally located in Ankeny, Iowa. We are committed to our community and dedicated to keeping a clean and safe environment for our neighbors. We take great pride in being able to provide a live person on the other end of the phone call whenever you call. There are no phone menu prompts, no 800 numbers to outside the area/state/country.

## Service Requirements

Ankeny Sanitation, Inc. (ASI) is offering the attached response to the Request for Proposal for Waste and Recycling Collection Services for the City of Ankeny, Iowa. ASI has read and agrees to the Special Terms and Conditions with the following Exemption:

- CITY WIDE EVENTS:
  - To support Sunday of the clean-up days event in May, if needed, the City will pay the fee as a pass-through cost with no additional process fees to open the landfill for one (1) hour outside of normal hours. Any additional time and associated fees would be at the contractor's expense.
  - Due to Metro Waste Authority requiring a minimum of 2 hours to be open Sunday for extended hours, ASI is proposing the City pay for the Metro Waste Authority minimum per their requirements.
  - Metro Waste Authority "Extended Hours Request Form" is attached for review.

## Attachments

- Extended Hours Request Form – Metro Waste Authority
- Certificate of Insurance
- Solid Waste Collector's City License 2025-01

## Local Contacts

---

Ankeny Sanitation, Inc has a dedicated Customer Service Center in Ankeny, IA available Monday – Friday,  
7:00 am – 5:00 pm:

- Phone: 515-964-5229
- Email: [custserv@ankenysanitation.com](mailto:custserv@ankenysanitation.com)

General Manager: Dave Massey

515-400-2879 Office  
641-530-5045 Mobile  
[dave@ankenysanitation.com](mailto:dave@ankenysanitation.com)

Operations Manager:

Shon Zimmer  
515-964-2764 Office  
515-219-0208 Mobile  
[shon@ankenysanitation.com](mailto:shon@ankenysanitation.com)

Office Manager:

Theresa Geelan  
515-305-2975 Office  
515-661-7175 Mobile  
[theresa@ankenysanitation.com](mailto:theresa@ankenysanitation.com)

## BID SUBMITTAL FORM

Contractors have the option of bidding on one or both categories show below.

### Category 1: FACILITY WASTE & RECYCLING COLLECTION SERVICES

| Facility                                        |                             | Containers |              |                 |                  | Monthly Price<br>(assume 4 weeks) |
|-------------------------------------------------|-----------------------------|------------|--------------|-----------------|------------------|-----------------------------------|
| NAME                                            | ADDRESS                     | #          | SIZE<br>(CY) | TYPE            | SCHEDULE         |                                   |
| Ankeny Market & Pavilion                        | 715 W 1 <sup>st</sup> St    | 1          | 3            | Garbage         | 1x week          | \$ 45.00                          |
| Cascade Falls Aquatic Center                    | 2350 SW Prairie Trail Pkwy  | 1          | 6            | Garbage         | 2x week - summer | \$ 180.00                         |
|                                                 |                             | 1          | 4            | Garbage         | On call - winter | \$ 40.00                          |
| City Hall                                       | 410 W 1 <sup>st</sup> St    | 1          | 2            | Garbage         | 1x week          | \$ 30.00                          |
|                                                 |                             | 1          | 1.5          | Mixed Recycling | 2x month         | \$ 25.00                          |
| Fire Station #1/Albaugh Senior Community Center | 120 NW Ash Dr               | 1          | 4            | Garbage         | 3x week          | \$ 180.00                         |
|                                                 |                             | 1          | 2            | Mixed Recycling | 3x week          | \$ 120.00                         |
| Fire Station #2                                 | 665 SE Oralabor Rd          | 1          | 2            | Garbage         | 2x week          | \$ 60.00                          |
| Fire Station #3                                 | 1360 NE 36 <sup>th</sup> St | 1          | 2            | Garbage         | 2x week          | \$ 60.00                          |
| Hawkeye Sports Concession                       | 504 W 1 <sup>st</sup> St    | 1          | 3            | Garbage         | 1x week – summer | \$ 45.00                          |
|                                                 |                             | 1          | 3            | Garbage         | On call – winter | \$ 30.00                          |
| Kirkendall Library                              | 1250 SW District Dr         | 1          | 3            | Garbage         | 1x week          | \$ 45.00                          |
|                                                 |                             | 1          | 2            | Mixed Recycling | 1x week          | \$ 35.00                          |
| Maintenance Facility                            | 211 SE Lorenz Dr            | 1          | 8            | Garbage         | 2x week          | \$ 240.00                         |
|                                                 |                             | 1          | 2            | Mixed Recycling | 1x week          | \$ 35.00                          |
|                                                 |                             | 1          | 15 roll-off  | Tire Recycling  | 1x month         | \$ 180.00                         |
| Otter Creek Maintenance                         | 4405 NE Delaware Ave        | 1          | 3            | Garbage         | 2x week – summer | \$ 90.00                          |
|                                                 |                             | 1          | 3            | Garbage         | 1x week – winter | \$ 45.00                          |
| Otter Creek Pro Shop                            | 1410 NE 36 <sup>th</sup> St | 1          | 8            | Garbage         | 2x week - summer | \$ 240.00                         |
|                                                 |                             | 1          | 8            | Garbage         | On call-winter   | \$ 60.00                          |
| Park Maintenance                                | 210 NW Ash Dr               | 1          | 8            | Garbage         | 2x week          | \$ 240.00                         |
| Police Headquarters                             | 411 SW Ordnance Rd          | 1          | 4            | Garbage         | 1x week          | \$ 80.00                          |
| Prairie Ridge Aquatic Center                    | 1220 NW Prairie Ridge Dr    | 1          | 4            | Garbage         | 2x week – summer | \$ 120.00                         |
|                                                 |                             | 1          | 4            | Garbage         | On call – winter | \$ 40.00                          |



|                              |                             |   |     |                 |                              |           |
|------------------------------|-----------------------------|---|-----|-----------------|------------------------------|-----------|
| Prairie Ridge Sports Complex | 1315 NW State St – Baseball | 1 | 8   | Garbage         | 2x week – April 1 thru Nov 1 | \$ 240.00 |
|                              |                             | 1 | 8   | Garbage         | On call-winter               | \$ 80.00  |
| Prairie Ridge Sports Complex | 1560 NW Ash Dr – Softball   | 1 | 8   | Garbage         | 2x week – April 1 thru Nov 1 | \$ 240.00 |
| Prairie Ridge Sports Complex | 1311 NW State St – Shop     | 1 | 8   | Garbage         | 1x week – April 1 thru Nov 1 | \$ 120.00 |
| Public Services              | 1210 NW Prairie Ridge Dr    | 1 | 3   | Garbage         | 1x week                      | \$ 45.00  |
|                              |                             | 1 | 1.5 | Mixed Recycling | 2x month                     | \$ 25.00  |
| Wastewater Plant             | 1102 SE Creekview Dr        | 1 | 2   | Garbage         | 2x week                      | \$ 60.00  |
|                              |                             | 1 | 1.5 | Mixed Recycling | 2x month                     | \$ 25.00  |

Note: All landfill tipping fees are included in the bid price for all Category 1 services, except the tire recycling at the Maintenance Facility – the tipping fee for the tire recycling shall be a price per ton pass through cost from landfill with no additional processing fees.

Mixed recycling includes the accepted items which are listed on the current Metro Waste Authority Recycling & Disposal Guide.

#### Category 2: CITY OF ANKENY CLEAN UP EVENTS

| Event                |                 |                          | Containers    |           |              | Charge per haul per container |
|----------------------|-----------------|--------------------------|---------------|-----------|--------------|-------------------------------|
| NAME                 | DATE            | LOCATION                 | #ONSITE/TOTAL | SIZE (CY) | TYPE         |                               |
| Clean-Up Days        | Sat/Sun mid-May | 1220 NW Prairie Ridge Dr | 12 / 40       | 40        | Garbage      | \$ 250.00                     |
|                      |                 |                          | 1 / 2         | 20        | Construction | \$ 250.00                     |
| Leaf Collection Days | 4 weeks Oct/Nov | 1220 NW Prairie Ridge Dr | 12 / 90       | 40        | Yard Waste   | \$ 250.00                     |

Note: All landfill tipping fees will be billed as a pass through cost with no additional processing fees.

**EXCEPTIONS/DEVIATIONS** to this Request for Bid shall be taken below. If your company has no exceptions/deviations, please write "No Exceptions" in the space below.

City Wide Clean-up on Sunday requires a 2 hour minimum at the Metro Park East Landfill for extended hours to be paid by the City. See attached "Extended Hours Request Form" from Metro Waste Authority.

Company Name: Ankeny Sanitation, Inc

Authorized Signature:  Date: April 8, 2025

## VENDOR QUALIFICATIONS FORM

### COMPANY INFO

Ankeny Sanitation, Inc

Company Name: \_\_\_\_\_

Company Address: 7002 SE Delaware Ave, Ankeny, IA 50021

General Description of Company: \_\_\_\_\_

Waste and recycling collection

Number of years in business: 39 years

### REFERENCES

List at least three (3) customers who are current or have been served by your company within the last three (3) years with projects of similar scopes. Include name of firm, address, contact person, and phone number. Please use extra paper, if needed.

1. City of Waukee, Iowa 230 W Hickman Rd., Waukee, IA 50263  
Mayor Courtney Clarke (515) 805-4703 Since July 1, 2016  
Provide weekly trash, recycling, and yard waste collection for City facilities and 8500+ residents
2. Hy-Vee Corporate 5820 Westown Pkwy, West Des Moines, IA 50266  
John Noe (515) 327-2154 Since November 10, 2016  
Provide trash and recycling collection services for dumpsters and roll off for more than 45 locations,
3. Metro Waste Authority 300 E Locust St, Ste 100, Des Moines, IA 50309  
Cassie Riley, Community Engagement Manager (515)323-6502 Since July 1, 2013  
Provide weekly trash and yard waste collection for 10 City facilities and 30,000+ residents

### PERSONNEL

Name and title of employee who will be overseeing the City accounts:

|                     |                                  |
|---------------------|----------------------------------|
| <u>Dave Massey</u>  | <u>General Manager</u>           |
| NAME                | TITLE                            |
| <u>515-964-5229</u> | <u>641-530-5045</u>              |
| OFFICE PHONE        | CELL PHONE                       |
|                     | <u>dave@ankenysanitation.com</u> |
|                     | EMAIL                            |

### SAFETY RECORD

Has your company received an OSHA violation in the past five (5) years? ☐ Yes ☒ No

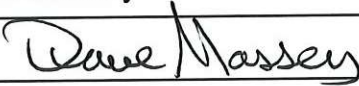
If yes, please attach copies of the citations and an explanation of how they have been resolved.

## SIGNATURE PAGE

The undersigned contractor, having examined and familiarized him/herself with the nature of the specifications and work to be provided, proposes to perform all work as it relates to the Waste and Recycling Collection Services Contract as described in the included specifications.

The undersigned contractor certifies that his proposal is made in good faith without collusion or connection with any other person or persons bidding on these specifications.

The undersigned bidder states that this proposal is made in conformity with the specifications and agrees that in the event of any discrepancies or differences between any conditions of his/her proposal and the specifications prepared by the City of Ankeny that the provisions of the latter shall prevail.

Company Name: Ankeny Sanitation, Inc  
Address: 7002 SE Delaware Avenue  
City: Ankeny  
State/Zip: IA 50021  
Authorized Representative (print): Dave Massey Title: General Manager  
Authorized Signature:   
Date: 4-8-2025 E-mail: dave@ankenysanitation.com  
Phone # (515 ) 964-5229 Fax # (515 )964-7021

Does your company accept EFT payments?

☒ Yes

☐ No

☐ WE DO NOT WISH TO BID ON THIS CONTRACT. Please check box, initial and write reason below.

\_\_\_\_\_  
\_\_\_\_\_





city of  
**Ankeny**

*bringing it all together*

**LICENSE # 2025-01**

**SOLID WASTE COLLECTOR'S  
MUNICIPAL LICENSE**

TO WHOM IT MAY CONCERN:

Know All Men by These Presents:

That in consideration of: Two Hundred and no/100 DOLLARS

License is hereby granted to:

**MIDWEST SOLID WASTE, INC.  
DBA ANKENY SANITATION, INC.  
7002 SE Delaware Ave, Ankeny, Iowa 50021**

for the purpose of: Collecting, transporting, processing or disposing of solid waste

in the Municipality of: ANKENY, IOWA

County of: POLK

This license is nontransferable, APRIL 1, 2025 THROUGH MARCH 31, 2026  
effective from:

PROVIDED the said **ANKENY SANITATION, INC.** attentively observes all limitations and restrictions to be found in the ordinances relating to **SOLID WASTE COLLECTOR'S MUNICIPAL LICENSE** made by the Council of said municipality.



In Testimony Whereof, I have caused the seal of the said City to be hereunto affixed. Done at Ankeny in the State of Iowa, this 17<sup>th</sup> day of March, 2025.

Michelle Yuska  
Michelle Yuska, City Clerk

**REQUEST FOR PROPOSAL**

**Waste and Recycling Collection Services**

**CITY OF ANKENY, IOWA**

**March 17, 2025**

You are invited to submit a bid for a waste and recycling collection services contract as requested by the City of Ankeny, Iowa. The City of Ankeny will be contracting for monthly waste collection services at municipal buildings, including recyclables, along with disposal services related to various clean up days sponsored by the Public Works Department.

|                                   |                                                                                                        |
|-----------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Name of the Bid</b>            | Waste and Recycling Collection Services                                                                |
| <b>Date of Issuance</b>           | Monday, March 17, 2025                                                                                 |
| <b>Deadline for Bid Submittal</b> | Wednesday, April 9, 2025 before 4:00 p.m.                                                              |
| <b>Bids Shall Be Submitted To</b> | City of Ankeny<br>Attn: Austin Demers, Finance Department<br>410 West First Street<br>Ankeny, IA 50023 |

**INSTRUCTIONS TO BIDDERS**

|                            |                                                                   |
|----------------------------|-------------------------------------------------------------------|
| <b>Method of Submittal</b> | Mail Delivery, In Person<br>Faxed bids <u>are not</u> acceptable. |
|----------------------------|-------------------------------------------------------------------|

|                           |                                                                    |
|---------------------------|--------------------------------------------------------------------|
| <b>Contact Person</b>     | Austin Demers, Purchasing Coordinator                              |
| <b>E-mail Address</b>     | <a href="mailto:ademers@ankenyiowa.gov">ademers@ankenyiowa.gov</a> |
| <b>Phone/ Fax Numbers</b> | Phone: 515-965-6401                                                |

The ONLY official position of the City is that position which is stated in writing and issued by the Finance Department. No other means of communication, whether written or oral, shall be construed as a formal or official response statement.

No bids will be considered which have not been received by the deadline set forth. The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the bidder.

After an award is made, and upon completion of City Council approval on Monday, April 21, 2025 a bid tabulation summary will be sent to all companies who submitted a bid. Bid results will not be given over the phone or before award has been made. No bid may be withdrawn for a period of sixty (60) calendar days after the bid opening date.

The contract outlined in the Request cannot begin until a proper Certificate of Insurance has been reviewed and approved by the City Attorney.

| DOCUMENTS TO BE SUBMITTED WITH THIS BID                  |  |
|----------------------------------------------------------|--|
|                                                          |  |
| 1. Bid Submittal Form – pages 5 - 6                      |  |
| 2. Vendor Qualifications Form – page 7                   |  |
| 3. Signature Page - page 8                               |  |
| 4. Insurance Certificate (requirements listed on page 9) |  |

## **SPECIAL TERMS AND CONDITIONS**

### **SCOPE OF WORK**

The City of Ankeny is seeking a qualified Contractor to perform garbage, refuse and recycling services for various city departments. The Contractor will be responsible for furnishing all equipment, containers, labor, supervision and materials necessary for the collection, transportation and legal off-site disposal of all garbage, refuse, and recycling products. No additional fees (i.e., fuel surcharges) will be allowed under this contract. The Contractor shall maintain each container such that it is in good physical shape. A list of all city facilities, current container usage and pick-up frequency is on the Bid Submittal Form, along with container usage for various City clean up events.

### **AWARD CRITERIA**

The City reserves the right to accept or reject any or all bids; to request rebids; to award bid item-by-item, by groups, or "lump sum"; to waive irregularities and technicalities in bids; such as shall best serve the requirements and interests of the City.

### **TERM OF CONTRACT**

The initial term of the contract(s) shall be for one (1) year anticipated May 1, 2025 through April 30, 2026.

The City and the Contractor may renew the original contract(s) for three (3) additional time periods by mutual agreement.

This Request for Bid along with a Letter of Agreement, prepared by the City and signed by the City Mayor, shall become the document that authorizes the contract(s) to begin, assuming the insurance requirements have been met.

No price escalation will be allowed during the initial term of the contract(s). If it is mutually decided to renew beyond the initial period and the Contractor requests a price increase, the City reserves the right to accept or reject the increase, to negotiate more favorable terms or to terminate without cost the future performance of the contract.

### **INSURANCE**

A copy of your current Certificate of Insurance must be included with your bid. Insurance requirements are listed on page 9 of this bid document.

### **BILLING PROCEDURES**

The Contractor awarded a contract with the City of Ankeny shall promptly submit invoices for work performed. Each invoice must specify the date the work was performed, site locations serviced, container size, frequency and cost.

Contractor shall provide the Public Works Operations Manager with a copy of all landfill weight tickets following each City clean up event. Tickets shall be scanned and emailed in a timely matter to [jrydl@ankenyiowa.gov](mailto:jrydl@ankenyiowa.gov). Invoices shall *not* be processed until these are received. Invoices for these special event services will be itemized to show haul charge, along with pass-through Metro Waste Authority tipping charges (quantity of disposal material and rate per ton).

The Contractor's assigned representative, as assigned on page 7, will be the sole contact for all service and billing issues (i.e. overcharges, late fees, misapplied payments). Payments are made on the first and third Mondays of every month, following approval by the Ankeny City Council. Payments can be made by regular check or EFT.

**Billing Address:**

City of Ankeny  
Finance Department  
410 West First Street  
Ankeny, Iowa 50023-1557

**SURCHARGES**

Surcharges (i.e. fuel surcharges, environmental charges, regulatory recovering charges) shall NOT be allowed to be added to invoices as extra line items.

**ADDITIONS/DELETIONS OF SERVICE**

The City reserves the right to add and/or delete services during the term of this Contract. Should a service requirement be deleted, payment to the Contractor will be reduced proportionately, in accordance with the bid price to the amount of service reduced. Should additional services be required from this Contract, prices for such additions will be negotiated between the City of Ankeny and the Contractor.

**PER EVENT SERVICES**

Itemized pricing will be requested of the contract award recipient for building waste and recycling collection services on a *per event* basis. This will allow prices to be in place for scope enlargements or reductions based on the needs of the site administrators. Seasonal sites are typically on an on-call basis from October through March each year, but times may vary.

**SITE BASED ADMINISTRATORS**

The contract administrator will be Austin Demers, Purchasing Coordinator, for the City of Ankeny. A complete listing of each site-based administrator will be provided after the award of this bid. During the term of the contract, should a site-based administrator request a change of pick-up, such request shall be reported to the City's contract administrator prior to any changes being made.

**CONTAINERS**

The containers shall be maintained in a safe and operable condition and shall also be maintained in appearance. All refuse and spills adjacent to the containers shall be removed by the Contractor. Upon request from site administrator, container lid(s) shall be closed and secured with a padlock and the padlock key supplied to the site administrator.

**CITY WIDE EVENTS**

Contractor services will be needed for Public Works sponsored clean up days held annually in the month of May, as well as a four-week leaf collection program held annually in the fall.

- To support Sunday of the clean-up days event in May, if needed, the City will pay the fee as a pass-through cost with no additional process fees to open the landfill for one (1) hour outside of normal hours. Any additional time and associated fees would be at the contractor's expense.
- No additional fees shall be incurred by the City for storage of roll-offs containing leaves or debris at the Contractor's facility.
- Clean-up event charges *per haul* encompasses both the dropping off and picking up of a container.
- In addition, pass through-costs associated with Metro Waste Authority tipping fees will be included at actual cost, not at an inflated rate to the City of Ankeny.

## BID SUBMITTAL FORM

Contractors have the option of bidding on one or both categories show below.

### Category 1: FACILITY WASTE & RECYCLING COLLECTION SERVICES

| Facility                                        |                             | Containers |              |                 |                  | Monthly Price<br>(assume 4 weeks) |
|-------------------------------------------------|-----------------------------|------------|--------------|-----------------|------------------|-----------------------------------|
| NAME                                            | ADDRESS                     | #          | SIZE<br>(CY) | TYPE            | SCHEDULE         |                                   |
| Ankeny Market & Pavilion                        | 715 W 1 <sup>st</sup> St    | 1          | 3            | Garbage         | 1x week          | \$                                |
| Cascade Falls Aquatic Center                    | 2350 SW Prairie Trail Pkwy  | 1          | 6            | Garbage         | 2x week - summer | \$                                |
|                                                 |                             | 1          | 4            | Garbage         | On call - winter | \$                                |
| City Hall                                       | 410 W 1 <sup>st</sup> St    | 1          | 2            | Garbage         | 1x week          | \$                                |
|                                                 |                             | 1          | 1.5          | Mixed Recycling | 2x month         | \$                                |
| Fire Station #1/Albaugh Senior Community Center | 120 NW Ash Dr               | 1          | 4            | Garbage         | 3x week          | \$                                |
|                                                 |                             | 1          | 2            | Mixed Recycling | 3x week          | \$                                |
| Fire Station #2                                 | 665 SE Oralabor Rd          | 1          | 2            | Garbage         | 2x week          | \$                                |
| Fire Station #3                                 | 1360 NE 36 <sup>th</sup> St | 1          | 2            | Garbage         | 2x week          | \$                                |
| Hawkeye Sports Concession                       | 504 W 1 <sup>st</sup> St    | 1          | 3            | Garbage         | 1x week – summer | \$                                |
|                                                 |                             | 1          | 3            | Garbage         | On call – winter | \$                                |
| Kirkendall Library                              | 1250 SW District Dr         | 1          | 3            | Garbage         | 1x week          | \$                                |
|                                                 |                             | 1          | 2            | Mixed Recycling | 1x week          | \$                                |
| Maintenance Facility                            | 211 SE Lorenz Dr            | 1          | 8            | Garbage         | 2x week          | \$                                |
|                                                 |                             | 1          | 2            | Mixed Recycling | 1x week          | \$                                |
|                                                 |                             | 1          | 15 roll-off  | Tire Recycling  | 1x month         | \$                                |
| Otter Creek Maintenance                         | 4405 NE Delaware Ave        | 1          | 3            | Garbage         | 2x week – summer | \$                                |
|                                                 |                             | 1          | 3            | Garbage         | 1x week – winter | \$                                |
| Otter Creek Pro Shop                            | 1410 NE 36 <sup>th</sup> St | 1          | 8            | Garbage         | 2x week - summer | \$                                |
|                                                 |                             | 1          | 8            | Garbage         | On call-winter   | \$                                |
| Park Maintenance                                | 210 NW Ash Dr               | 1          | 8            | Garbage         | 2x week          | \$                                |
| Police Headquarters                             | 411 SW Ordnance Rd          | 1          | 4            | Garbage         | 1x week          | \$                                |
| Prairie Ridge Aquatic Center                    | 1220 NW Prairie Ridge Dr    | 1          | 4            | Garbage         | 2x week – summer | \$                                |
|                                                 |                             | 1          | 4            | Garbage         | On call – winter | \$                                |

|                              |                             |   |     |                 |                              |    |
|------------------------------|-----------------------------|---|-----|-----------------|------------------------------|----|
| Prairie Ridge Sports Complex | 1315 NW State St – Baseball | 1 | 8   | Garbage         | 2x week – April 1 thru Nov 1 | \$ |
|                              |                             | 1 | 8   | Garbage         | On call-winter               | \$ |
| Prairie Ridge Sports Complex | 1560 NW Ash Dr – Softball   | 1 | 8   | Garbage         | 2x week – April 1 thru Nov 1 | \$ |
| Prairie Ridge Sports Complex | 1311 NW State St – Shop     | 1 | 8   | Garbage         | 1x week – April 1 thru Nov 1 | \$ |
| Public Services              | 1210 NW Prairie Ridge Dr    | 1 | 3   | Garbage         | 1x week                      | \$ |
|                              |                             | 1 | 1.5 | Mixed Recycling | 2x month                     | \$ |
| Wastewater Plant             | 1102 SE Creekview Dr        | 1 | 2   | Garbage         | 2x week                      | \$ |
|                              |                             | 1 | 1.5 | Mixed Recycling | 2x month                     | \$ |

Note: All landfill tipping fees are included in the bid price for all Category 1 services, except the tire recycling at the Maintenance Facility – the tipping fee for the tire recycling shall be a price per ton pass through cost from landfill with no additional processing fees.

Mixed recycling includes the accepted items which are listed on the current Metro Waste Authority Recycling & Disposal Guide.

## Category 2: CITY OF ANKENY CLEAN UP EVENTS

| Event                |                 |                          | Containers    |           |              | Charge per haul per container |
|----------------------|-----------------|--------------------------|---------------|-----------|--------------|-------------------------------|
| NAME                 | DATE            | LOCATION                 | #ONSITE/TOTAL | SIZE (CY) | TYPE         |                               |
| Clean-Up Days        | Sat/Sun mid-May | 1220 NW Prairie Ridge Dr | 12 / 40       | 40        | Garbage      | \$                            |
|                      |                 |                          | 1 / 2         | 20        | Construction | \$                            |
| Leaf Collection Days | 4 weeks Oct/Nov | 1220 NW Prairie Ridge Dr | 12 / 90       | 40        | Yard Waste   | \$                            |

Note: All landfill tipping fees will be billed as a pass through cost with no additional processing fees.

**EXCEPTIONS/DEVIATIONS** to this Request for Bid shall be taken below. If your company has no exceptions/deviations, please write “No Exceptions” in the space below.

---



---

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## VENDOR QUALIFICATIONS FORM

### **COMPANY INFO**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

General Description of Company: \_\_\_\_\_

\_\_\_\_\_

Number of years in business: \_\_\_\_\_

### **REFERENCES**

List at least three (3) customers who are current or have been served by your company within the last three (3) years with projects of similar scopes. Include name of firm, address, contact person, and phone number. Please use extra paper, if needed.

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **PERSONNEL**

Name and title of employee who will be overseeing the City accounts:

NAME

TITLE

OFFICE PHONE

CELL PHONE

EMAIL

### **SAFETY RECORD**

Has your company received an OSHA violation in the past five (5) years? ☐ Yes ☐ No

If yes, please attach copies of the citations and an explanation of how they have been resolved.

## SIGNATURE PAGE

The undersigned contractor, having examined and familiarized him/herself with the nature of the specifications and work to be provided, proposes to perform all work as it relates to the Waste and Recycling Collection Services Contract as described in the included specifications.

The undersigned contractor certifies that his proposal is made in good faith without collusion or connection with any other person or persons bidding on these specifications.

The undersigned bidder states that this proposal is made in conformity with the specifications and agrees that in the event of any discrepancies or differences between any conditions of his/her proposal and the specifications prepared by the City of Ankeny that the provisions of the latter shall prevail.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Zip: \_\_\_\_\_

Authorized Representative (print): \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone # (     ) \_\_\_\_\_ Fax # (     ) \_\_\_\_\_

Does your company accept EFT payments? ☐ Yes ☐ No

☐ **WE DO NOT WISH TO BID ON THIS CONTRACT.** Please check box, initial and write reason below.

\_\_\_\_\_  
\_\_\_\_\_

# INSURANCE INFORMATION – CITY OF ANKENY, IOWA

## INSURANCE REQUIREMENTS

For PRODUCTS or SERVICES requiring Contractor's presence on any City property, the Contractor shall, during the term of this Agreement and until completion thereof, provide and maintain the coverage set forth in this INSURANCE SECTION.

**Workers Compensation Insurance:** The Contractor shall carry and maintain during the term of this contract, workers compensation and employers liability insurance meeting the requirements of the Iowa Workers Compensation Law on all the Contractor's employees carrying out the work involved in this contract.

**General Liability Insurance:** The Contractor shall carry and maintain during the term of this contract, general liability insurance on a per occurrence basis with limits of liability not less than \$2,000,000 per occurrence for Bodily Injury and Property Damage. As a minimum, coverage for Premises, Operations, Products and Completed Operations shall be included. This coverage shall protect the public or any person from injury or property damages sustained by reason of the Contractor or its employees carrying out the work involved in this contract.

**Automobile Liability Insurance:** The Contractor shall carry and maintain during the term of this contract, automobile liability insurance with either a combined limit of at least \$2,000,000 per occurrence for bodily injury and property damage or split limits of at least \$2,000,000 for bodily injury per person per accident and \$2,000,000 for property damage per occurrence. Coverage shall include all owned, hired, and non-owned motor vehicles used in the performance of this contract by the Contractor or its employees.

**Umbrella:** The Contractor shall carry and maintain during the term of this contract, umbrella coverage with at least \$1,000,000 limit. Umbrella coverage can also be used to satisfy the required General Liability and Automobile limits.

**Subcontractors:** In the case of any work sublet, the Contractor shall require subcontractors and independent contractors working under the direction of either the Contractor or a subcontractor to carry and maintain the same workers compensation and liability insurance required of the Contractor.

**Qualifying Insurance:** The insurance required by this contract shall be written by non-assessable insurance companies licensed to do business in the State of Iowa and currently rated "A" or better by the A.M. Best Company. All policies shall be written on a per occurrence basis and not a claim made form.

**Additional Insured:** The City of Ankeny, its officers and employees shall be named as additional insured without restrictions on the Contractor's, subcontractor's and independent contractor's liability insurance policies and certificates of insurance.

## CERTIFICATE OF INSURANCE REQUIREMENTS

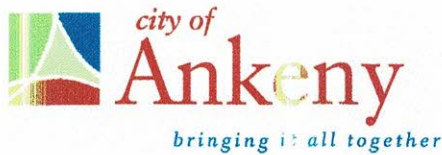
1. An original policy or **Certificate of Insurance** with an Original Penned Signature of the agent writing the policy or certificate must be submitted (Memorandums of Insurance and Stamped or Computer-Generated Signatures will not be accepted).
2. The name of the agent signing the certificate must be typed under his/her Original Penned Signature as well as the business address and phone number of the agent.
3. All addresses on the certificate should list a street address (not a PO Box address).
4. *"The City of Ankeny, its officers and employees, shall be named as additional insured on the contractor's liability policies with regard to Waste and Recycling Collection Services"* must be specifically indicated on the certificate in the Description of Operations section.
5. A copy of a power of attorney or some other document showing the agent's authority to sign for the insurance company must be attached to the certificate (a copy of the agents' insurance license will be accepted).
6. The liability limits required by the City are \$2,000,000 (minimum). This must be **occurrence form** general liability coverage.
7. If the policy must be endorsed with respect to including the certificate holder as an additional insured, evidence must be attached to the certificate to indicate that the policy is endorsed.
8. The following address must appear in the Certificate Holder section: City of Ankeny, 410 West First Street, Ankeny IA 50023-1557.

***EXCEPTIONS TO THESE REQUIREMENTS MUST BE LISTED ON THE BID SUBMITTAL FORM***

***ANY EXCEPTIONS MAY BE CONSIDERED AS AN EVALUATING FACTOR IN AWARDING THIS  
BID/PROPOSAL***

## **GENERAL TERMS AND CONDITIONS OF SALE AND PURCHASE (SERVICES)**

1. The laws of the State of Iowa, U.S.A., shall govern in connection with the formation, performance and the legal enforcement of any order placed for services.
2. The firm pricing stated on the bid and purchase order shall not be changed without the approval of the City of Ankeny Finance Department. If mutually agreed between Bidder and the City, bid prices may be extended an additional twelve (12) months beyond the original expiration date.
3. Payment is authorized by the City Council on the first and third Mondays of the month.
4. In the event of Bidder's failure to deliver the services when specifically promised and as agreed between Bidder and the City in terms of quality, price and other requirements, the City reserves the right to cancel the order, or any part thereof, without prejudice to its other rights.
5. The City of Ankeny, Iowa is exempt from sales tax and certain other use taxes. Taxes which appear on invoices and for which the City is not responsible will be deducted from invoices before payment is made, without penalty to the City. Exemption numbers are available from the City of Ankeny Finance Department.
6. The Bidder agrees not to refuse to hire, discharge, promote, demote, or to otherwise discriminate in matters of compensation against any person otherwise qualified solely because of race, creed, sex, national origin, ancestry or physical disability.
7. Neither party to this contract may assign any portion of the agreement without prior written consent of the other party.
8. All parties to this bid and any ensuing order for services agree that the representatives of both the City and Bidder are, in fact, bona fide and possess full authority to bind said parties.
9. All bid prices shall be shown in US Dollars (\$). All prices must remain firm for the duration of the contract regardless of the exchange rate. All bid responses must be submitted in English.
10. Each bidder shall submit an original bid on the forms attached. The bidder shall sign their bid correctly, and the bid may be rejected if it shows any omissions, alterations of the form, additions not called for in the bid, or any irregularities of any kind. The City reserves the right to reject any or all bids. The City further reserves the right to waive technicalities and formalities in bids, as well as to accept in whole or in part such bids where it is deemed advisable in protection of the best interests of the City.
11. In case of a discrepancy between the unit price and the extended price, the unit price shall prevail.
12. Upon request, the results of this bid must be extended to any other City of Ankeny departments.
13. The Bidder agrees to protect, defend, indemnify and hold harmless the City of Ankeny and its officers and employees from any and all claims and damages of every kind and nature made, rendered or incurred by or in behalf of every person or corporation whatsoever, including the parties hereto and their employees that may arise, occur, or grow out of any acts, actions, work or other activity done by the Bidder, its employees, subcontractors or any independent



**LETTER OF AGREEMENT  
FOR MONTHLY WASTE AND RECYCLING COLLECTION SERVICES  
AT MUNICIPAL BUILDINGS**

This Agreement is to be effective on the 1<sup>st</sup> day of May 2025, by and between Ankeny Sanitation, Inc., hereinafter called "the Contractor" and the City of Ankeny, Iowa, hereinafter called "the City".

The Contractor and the City, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

**Scope of Work:** The Contractor shall provide to the City the services set forth in the contract documents consisting of providing monthly waste and recycling collection services at various municipal buildings in Ankeny.

**Term of Contract:**

- The term of the contract is one (1) year, May 1, 2025 through April 30, 2026.
- Pricing will remain unchanged through April 30, 2026.
- The City and the Contractor may renew the original contract for three (3) additional one-year time periods by mutual agreement.

**Contract Documents:** The Agreement consists of the following contract documents, which by this reference are incorporated herein:

- A. This signed Letter of Agreement;
- B. The RFP document Waste and Recycling Collection Services, dated March 17, 2025;
- C. The bid submitted by the Contractor (signed by Dave Massey), dated April 8, 2025.

If, at any time, the City determines it is in its best interest to discontinue use of this service, the City reserves the right to cancel this Agreement by giving 30 days advance written notice. Notwithstanding the preceding, the City may terminate this Agreement immediately for cause, including but not limited to performance issues, Contractor theft, or any other matter the City deems a public health or safety concern, upon written notice delivered to the Contractor.

Neither party shall be considered in default in the performance of its obligations under this Agreement to the extent that the performance of any such obligation is prevented or delayed by any cause which is beyond the reasonable control of the affected party such as acts of God (including hurricanes, major natural disasters), regulations or orders of governmental authorities, fire, flood, explosion, acts of terrorism, war, disorder, civil disaster, or other emergency. If either party claims that performance of its obligations was prevented or delayed by any such cause, that party shall promptly notify the other party of that fact, and of the circumstances preventing or delaying performance. Such party so claiming a cause-delayed performance shall endeavor, to the extent reasonable, to remove the obstacles which preclude performance. Re-assignment, resignation, or incapacity of assigned personnel are specifically excluded from consideration as force majeure.

This Agreement contains the entire agreement and understanding by and between the parties with respect to the subject matter hereof, and no representations, promises, agreements, or understandings, written or oral, not herein contained shall be of any force or effect. No change or modification hereof shall be valid or binding unless the same is in writing and signed by the party against whom such waiver is sought to be enforced. In the event of a conflict between this Letter of Agreement and any other Contract Document, this Letter of Agreement shall control.

*City of Ankeny, Iowa*

By: *Babbi Bentz, Mayor*

Date

*Ankeny Sanitation, Inc.*

*Dave Massey*

By: *Dave Massey, General Manager*

*4/16/25*

Date



**LETTER OF AGREEMENT  
FOR DISPOSAL SERVICES RELATED TO  
CITY OF ANKENY CLEAN-UP EVENTS**

This Agreement is to be effective on the 1<sup>st</sup> day of May, 2025, by and between Ankeny Sanitation, Inc., hereinafter called “the Contractor” and the City of Ankeny, Iowa, hereinafter called “the City”.

The Contractor and the City, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

**Scope of Work:** The Contractor shall provide to the City the services set forth in the contract documents consisting of providing disposal services at City Clean-Up Days held annually in the Spring, as well as a Leaf Collection Program held annually in the Fall.

**Term of Contract:**

- The term of the contract is one (1) year, May 1, 2025 through April 30, 2026.
- Pricing will remain unchanged through April 30, 2026.
- Sunday pickups during Spring Clean Up will be taken to the contractor’s facility.
- The City and the Contractor may renew the original contract for three (3) additional one-year time periods by mutual agreement.

**Contract Documents:** The Agreement consists of the following contract documents, which by this reference are incorporated herein:

- A. This signed Letter of Agreement;
- B. The RFP document Waste and Recycling Collection Services, dated March 17, 2025;
- C. The bid submitted by the Contractor (signed by Dave Massey), dated April 8, 2025.

If, at any time, the City determines it is in its best interest to discontinue use of this service, the City reserves the right to cancel this Agreement by giving 30 days advance written notice. Notwithstanding the preceding, the City may terminate this Agreement immediately for cause, including but not limited to performance issues, Contractor theft, or any other matter the City deems a public health or safety concern, upon written notice delivered to the Contractor.

Neither party shall be considered in default in the performance of its obligations under this Agreement to the extent that the performance of any such obligation is prevented or delayed by any cause which is beyond the reasonable control of the affected party such as acts of God (including hurricanes, major natural disasters), regulations or orders of governmental authorities, fire, flood, explosion, acts of terrorism, war, disorder, civil disaster, or other emergency. If either party claims that performance of its obligations was prevented or delayed by any such cause, that party shall promptly notify the other party of that fact, and of the circumstances preventing or delaying performance. Such party so claiming a cause-delayed performance shall endeavor, to the extent reasonable, to remove the obstacles which preclude performance. Re-assignment, resignation, or incapacity of assigned personnel are specifically excluded from consideration as force majeure.

This Agreement contains the entire agreement and understanding by and between the parties with respect to the subject matter hereof, and no representations, promises, agreements, or understandings, written or oral, not herein contained shall be of any force or effect. No change or modification hereof shall be valid or binding unless the same is in writing and signed by the party against whom such waiver is sought to be enforced. In the event of a conflict between this Letter of Agreement and any other Contract Document, this Letter of Agreement shall control.

*City of Ankeny, Iowa*

---

*By: Bobbi Bentz, Mayor*

---

*Date*

*Ankeny Sanitation Inc.*

---

*By: Dave Massey, General Manager*

---

*Date*



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** adopting a schedule of administrative fees and charges for certain nuisance activities as authorized by the City of Ankeny, Iowa Municipal Code.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

Administrative fees to be updated/added to certain nuisance ordinance activities.

CITY MANAGER/STAFF RECOMMENDATIONS:

It is recommended that the Council take the following action: adopt administrative fee schedule Exhibit 'N' (nuisance abatement admin fees).

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

None

FISCAL IMPACT

No

PUBLIC OUTREACH EFFORTS

None

ACTION REQUESTED

ATTACHMENTS



1. Nuisance Admin Fee Reso 2025
2. Exhibit 'N' 2024

**RESOLUTION 2025-**

**RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES  
FOR CERTAIN NUISANCE ACTIVITIES AS AUTHORIZED BY THE  
CITY OF ANKENY, IOWA MUNICIPAL CODE**

---

**WHEREAS**, the City of Ankeny has adopted ordinances regulating nuisance codes and establishing maintenance requirements; and

**WHEREAS**, said ordinances refer the establishment of administrative fees by resolution of the City Council of the City of Ankeny; and

**WHEREAS**, City of Ankeny staff has recommended the establishment of said administrative fee schedule be established, with said fees referenced as Exhibit N being effective from July 1, 2025.

**WHEREAS**, the City Council of the City of Ankeny, Iowa deems it in the best interest of the City of Ankeny, Iowa to approve and adopt said Administrative Fee Schedule

**NOW, THEREFOR, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA:**

That effective July 1, 2025, the Administrative Fee Schedule prescribed by the aforementioned ordinances of the City of Ankeny shall apply.

**PASSED AND APPROVED** this 21st day of April 2025.

---

Bobbi B. Bentz, Mayor

**ATTEST:**

---

Michelle Yuska, City Clerk

Exhibit 'N'  
Effective Date July 1, 2025

**CITY OF ANKENY  
COMMUNITY DEVELOPMENT DEPARTMENT**

| <b>Administrative Fee Structure for Nuisance Abatement</b> |                           |
|------------------------------------------------------------|---------------------------|
|                                                            | <b>Administrative Fee</b> |
| Ankeny Municipal Code Chapter 50                           |                           |
| Section 50.06 Abatement of Nuisance by Written Notice      | \$30                      |
|                                                            |                           |
| Ankeny Municipal Code Chapter 152                          |                           |
| Section 152.03 Removal of Snow, Ice and Accumulations      | \$30                      |
|                                                            |                           |
| Ankeny Municipal Code Chapter 167                          |                           |
| Section 167.03 Cost of Cutting or Destruction              | \$30                      |
|                                                            |                           |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** amending and adopting a schedule of fees and charges for certain city clerk services of the City of Ankeny, Iowa.

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

The schedule of fees and charges is reviewed annually to enhance operational efficiency. The primary objective is to establish a transparent and equitable fee schedule that aligns with our strategic goals while also promoting accessibility and fairness.

An analysis of similar organizations has been conducted to ensure our fees are competitive and reflective of the value of services provided.

The proposed fee schedule provides a comparison of the current fees and charges to the recommended revisions. Proposed changes are highlighted on the attached fee schedule and include the following:

1. Copy materials have increased in price, and the proposed fees are in alignment with other city departments as well as neighboring municipalities.
2. Public Records Requests must follow state guidance, and the proposed fees are in alignment with the guidance as well as neighboring municipalities.
3. Postage and handling of mailing pet tags is reflective of the actual cost. This is an administrative correction to reflect the cost being incurred.
4. Special Council Meeting requests. Please refer to the attached memo for details.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend that Council adopt **RESOLUTION** amending and adopting a schedule of fees and charges for

certain City Clerk services of the City of Ankeny, Iowa.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Council approved previous fees and charges as shown in the attached proposed fee schedule.

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. RES Amend City Clerk Fees
2. Proposed Fee Schedule
3. Fee Proposal - special council meeting

## RESOLUTION

### RESOLUTION AMENDING AND ADOPTING A SCHEDULE OF FEES AND CHARGES FOR CERTAIN CITY CLERK SERVICES OF THE CITY OF ANKENY, IOWA

**WHEREAS**, it is necessary to establish a comprehensive and equitable schedule of fees and charges that reflects the costs associated with the effective delivery of these services; and

**WHEREAS**, the City Council has established a schedule of fees for the City Clerk's services by resolution; and

**WHEREAS**, the City Council supports the annual review of fees to ensure that fees are appropriate for the services provided.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the following schedule of fees and charges for select City Clerk services is hereby amended and adopted:

|                                                                    |                                                                                                                                                             |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Letter size, 8.5"x11" - Black & white, per copy                    | \$0.25                                                                                                                                                      |
| Letter size, 8.5"x11" -Color, per copy                             | \$0.50                                                                                                                                                      |
| Legal size, 8.5"x14" -Black & white, per copy                      | \$0.25                                                                                                                                                      |
| Ledger size, 11"X17" - Black & white, per copy                     | \$0.30                                                                                                                                                      |
| CD, per copy                                                       | \$5.00                                                                                                                                                      |
| DVD, per copy                                                      | \$5.00                                                                                                                                                      |
| USB Drive, per copy                                                | \$10.00                                                                                                                                                     |
| Public Records Request<br>- Records, copies, shipping and handling | Actual cost incurred for copies, shipping and handling. First 30 minutes free, then employee hourly rate x hours required (rounded to nearest quarter hour) |
| Pet License Tag – Mail postage & handling                          | \$2.00                                                                                                                                                      |
| Special council meeting requested by individual or group           | \$250.00                                                                                                                                                    |

**PASSED AND APPROVED** this 21st day of April, 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**Ankeny City Clerk's Office**

| Fee Type                 | Description                                           | Current Amount              | Proposed Amount                                                                                                                                             | Authority           | Date   |
|--------------------------|-------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------|
| <b>Cigarette Permits</b> |                                                       |                             |                                                                                                                                                             |                     |        |
|                          | Cigarette/Tobacco permit, annual (state Code of Iowa) | \$100.00                    |                                                                                                                                                             | Ankeny Code Ch. 131 | Feb-24 |
|                          | Device Retailer Permit, annual (state Code of Iowa)   | Issued by the State of Iowa |                                                                                                                                                             | Ankeny Code Ch. 131 | Feb-24 |
| <b>Copy Charges</b>      |                                                       |                             |                                                                                                                                                             |                     |        |
|                          | Letter size, 8.5"x11"                                 |                             |                                                                                                                                                             |                     |        |
|                          | Black & white, per copy                               | \$0.15                      | \$0.25                                                                                                                                                      | Resolution 2007-062 | Feb-07 |
|                          | Color, per copy                                       | \$0.45                      | \$0.50                                                                                                                                                      | Resolution 2007-062 | Feb-07 |
|                          | Legal size, 8.5"x14"                                  |                             |                                                                                                                                                             |                     |        |
|                          | Black & white, per copy                               | \$0.20                      | \$0.25                                                                                                                                                      | Resolution 2007-062 | Feb-07 |
|                          | Color, per copy                                       | \$0.60                      |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Ledger size, 11"x17"                                  |                             |                                                                                                                                                             |                     |        |
|                          | Black & white, per copy                               | \$0.25                      | \$0.30                                                                                                                                                      | Resolution 2007-062 | Feb-07 |
|                          | Color, per copy                                       | \$0.75                      |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Large document, black & white only, per linear foot   | \$0.09                      |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Street line maps, 36"x36"                             |                             |                                                                                                                                                             |                     |        |
|                          | Black & white                                         | \$5.00                      |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Color                                                 | \$20.00                     |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Digital data copies (GIS)                             |                             |                                                                                                                                                             |                     |        |
|                          | CD, per copy                                          | \$1.00                      | \$5.00                                                                                                                                                      | Resolution 2007-062 | Feb-07 |
|                          | DVD, per copy                                         | \$2.00                      | \$5.00                                                                                                                                                      | Resolution 2007-062 | Feb-07 |
|                          | USB Drive, per copy                                   |                             | \$10.00                                                                                                                                                     |                     |        |
|                          | GIS Data Layer File, per copy                         | \$10.00                     |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Oblique Imagery Tile, per copy                        | \$10.00                     |                                                                                                                                                             | Resolution 2007-062 | Feb-07 |
|                          | Records, copies, shipping and handling                | Actual cost incurred        | Actual cost incurred for copies, shipping and handling. First 30 minutes free, then Employee Hourly Rate x Hours Required (rounded to nearest quarter hour) | Resolution 2007-062 | Feb-07 |



| Ankeny City Clerk's Office      |                                                                    | Current                        | Proposed |                     |        |
|---------------------------------|--------------------------------------------------------------------|--------------------------------|----------|---------------------|--------|
| Fee Type                        | Description                                                        | Amount                         | Amount   | Authority           | Date   |
| Garbage Licenses                |                                                                    |                                |          |                     |        |
|                                 | Solid waste collector license, annual fee                          | \$200.00                       |          | Ankeny Code Ch. 111 | Jul-14 |
| Liquor Permits                  |                                                                    |                                |          |                     |        |
|                                 | Liquor licenses and wine and beer permits                          | Issued by the<br>State of Iowa |          | Ankeny Code Ch. 130 | Jan-23 |
| Mobile Food Vendor Permits      |                                                                    |                                |          |                     |        |
|                                 | Non-refundable application                                         | \$20.00                        |          | Resolution 2020-159 | Mar-20 |
|                                 | 3-day special event license                                        | \$75.00                        |          | Resolution 2020-159 | Mar-20 |
|                                 | Annual license, April 1 - March 31                                 | \$250.00                       |          | Resolution 2020-159 | Mar-20 |
|                                 | Licenses received after June 30 shall be pro-rated as follows:     |                                |          |                     |        |
|                                 | July – September                                                   | \$200.00                       |          | Resolution 2020-159 | Mar-20 |
|                                 | October – December                                                 | \$150.00                       |          | Resolution 2020-159 | Mar-20 |
|                                 | January – March                                                    | \$75.00                        |          | Resolution 2020-159 | Mar-20 |
| Miscellaneous Business Licenses |                                                                    |                                |          |                     |        |
|                                 | House mover permit, per day for each building over 100 square feet | \$25.00                        |          | Ankeny Code Ch. 133 | Dec-93 |
|                                 | Pawnbroker license, annual fee                                     | \$500.00                       |          | Ankeny Code Ch. 141 | Jul-12 |
| Noise Permits                   |                                                                    |                                |          |                     |        |
|                                 | Non-refundable application                                         | \$20.00                        |          | Resolution 2020-161 | Mar-20 |
|                                 | Annual license, April 1 – March 31                                 | \$75.00                        |          | Resolution 2020-161 | Mar-20 |
|                                 | 3-day special event license                                        | \$30.00                        |          | Resolution 2020-161 | Mar-20 |
| Pet Licenses                    |                                                                    |                                |          |                     |        |
|                                 | Altered dog or cat license, January 1 – March 31, annually         | \$15.00                        |          | Resolution 2020-162 | Mar-20 |
|                                 | Unaltered dog or cat license, January 1 – March 31, annually       | \$25.00                        |          | Resolution 2020-162 | Mar-20 |
|                                 | Additional late fee for licensing after March 31                   | \$10.00                        |          | Resolution 2020-236 | Jun-20 |
|                                 | Lost or destroyed pet tag or plate                                 | \$5.00                         |          | Ankeny Code Ch. 56  | Jul-11 |
|                                 | Postage & handling for mailing pet tag                             |                                | \$2.00   | Ankeny Code Ch. 56  | Jul-11 |

| Ankeny City Clerk's Office                                |                                          | Current     | Proposed | Authority           | Date   |
|-----------------------------------------------------------|------------------------------------------|-------------|----------|---------------------|--------|
| Fee Type                                                  | Description                              | Amount      | Amount   |                     |        |
| Solicitor Permits                                         |                                          |             |          |                     |        |
|                                                           | Non-refundable application               | \$20.00     |          | Resolution 2020-160 | Mar-20 |
|                                                           | Permit - for 1 day                       | \$20.00     |          | Resolution 2020-160 | Mar-20 |
|                                                           | Permit - for 1 week, 7 consecutive days  | \$50.00     |          | Resolution 2020-160 | Mar-20 |
|                                                           | Permit - for 1 month                     | \$75.00     |          | Resolution 2020-160 | Mar-20 |
|                                                           | Permit - for 1 to 6 consecutive months   | \$150.00    |          | Resolution 2020-160 | Mar-20 |
| Special Event Permits (Chapter 11 includes block parties) |                                          |             |          |                     |        |
|                                                           | Non-refundable application               | \$20.00     |          | Resolution 2020-163 | Mar-20 |
|                                                           | 1 to 3-day special event license         | \$30.00     |          | Resolution 2020-163 | Mar-20 |
|                                                           | City equipment, facilities or services   | Actual cost |          | Ankeny Code Ch. 11  | Jun-20 |
| Special Council Meeting                                   |                                          |             |          |                     |        |
|                                                           | Meeting requested by individual or group | \$0.00      | \$250.00 |                     |        |

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**MEMORANDUM**

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**TO:** MIKE SCHROCK AND JENNIFER SEASE  
**FROM:** MICHELLE YUSKA  
**SUBJECT:** PROPOSED SPECIAL MEETING FEE  
**DATE:** MARCH 25, 2025

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Requests by individuals or groups for a special city council meeting have become an issue when the requester has failed to meet deadlines to obtain licenses/permits. Special City Council meetings for this purpose demand significant resources and time allocation from both administrative staff and elected officials. The resulting strain on organizational resources can be substantial.

This proposal seeks to introduce a \$250 fee for individuals and groups wishing to request a special meeting of the City Council. The fee is aimed at fiscal responsibility, promoting efficient use of city resources, while simultaneously underscoring the importance of prioritizing meeting agendas. By instituting this fee structure, we encourage greater responsibility and accountability of the requester.

**1. Resource Allocation:** The scheduling of special meetings necessitates a significant allocation of time and resources from city staff and elected officials. By instituting a fee, we can ensure that those requesting special meetings are fully committed to the process, ultimately resulting in a more efficient use of city personnel and public resources.

**2. Discouragement of Frivolous Requests:** The implementation of a standard fee serves as a prudent measure to discourage frivolous or non-urgent inquiries. Historically, many such requests have stemmed from the individual and group's procrastination, which can detract from the Council's focus on pressing issues. By instituting this fee, the City Council not only preserves the integrity of its time and resources but also ensures that urgent and critical matters receive the attention that they rightly deserve. This approach underscores the Council's commitment to prioritizing significant community concerns while fostering a more efficient and effective governance process.

**3. Equitable Access:** The establishment of a fee structure linked to specific issues serves to promote equitable access for affected individuals and groups. By aligning financial contributions with the matters at hand, stakeholders are likely to feel a heightened sense of responsibility.

**4. Precedents in Other Jurisdictions:** It is worth noting that other municipalities have effectively implemented a fee structure or have chosen not to permit special meetings requested by individuals or groups. The adoption of these policies has contributed to enhanced operational practices and alleviated administrative burdens, allowing municipalities to allocate resources more efficiently.

In conclusion, I believe that instituting a fee for special city council meetings at the request of an individual or group is a prudent measure that promotes responsible governance, encourages serious engagement from individuals and groups, and enhances the operational efficiency. I recommend that this proposal be considered in upcoming discussions regarding fees.

Thank you for your consideration.

Michelle Yuska, City Clerk



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** amending a public records request policy for the City of Ankeny, Iowa.

ORIGINATING DEPARTMENT  
City Clerk

COUNCIL GOAL  
Deliver Exceptional Service

ACTION REQUESTED  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

The existing Public Records Request Policy has served as a foundational guideline for the management and dissemination of public records. The evolution of information accessibility and technological advancements necessitates an amendment of the policy.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting resolution amending a public records request policy for the City of Ankeny, Iowa.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Council approved a Public Records Request Policy on February 17, 2007.

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. RES & Proposed Amended Policy
2. Records Request Policy 2007 - redlined

## RESOLUTION

### A RESOLUTION AMENDING A PUBLIC RECORDS REQUEST POLICY FOR THE CITY OF ANKENY, IOWA

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**WHEREAS**, the existing Public Records Request Policy, adopted February 17, 2007, has served as a foundational guideline for the management and dissemination of public records; and

**WHEREAS**, the evolution of information accessibility, along with technological advancements, necessitates a comprehensive review and subsequent amendment of said policy to uphold transparency, accountability, and public trust; and

**WHEREAS**, recent legislative developments require adjustments to align the policy with contemporary best practices and legal standards.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the amended Public Request Policy, a copy of which is hereto attached, is hereby adopted and shall remain in full force and effect until such time as it may be amended or supplemented by future action of the Council.

**PASSED AND APPROVED** on this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

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Bobbi B. Bentz, Mayor

ATTEST:

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Michelle Yuska, City Clerk

## **Public Records Request Policy**

### **Statement of Policy**

It is the policy of the City of Ankeny, Iowa to respond in an orderly and expeditious manner in accordance with Iowa Code Chapter 22 to requests to inspect or receive copies of public records maintained by the City of Ankeny.

### **Applicability**

This policy applies to all City departments, except the Fire and Police Departments which have their own public records policies and fee schedules.

The Police Chief is the lawful custodian of police records, the Fire Chief is the lawful custodian of fire records and the City Clerk is the lawful custodian of all other city records. Requests for records should be made to the respective lawful custodian.

### **Policy and Procedures**

#### **In General**

The City of Ankeny recognizes the right of the public to access public records maintained by the City in accordance with state law. The City also recognizes that certain records maintained by the City are not public records or may be exempt from public disclosure and that a request to access public records may require a balance of the right of the public to access the records, individual privacy rights, governmental interests, confidentiality issues, and privilege issues. Additionally, when the City responds to requests to inspect or copy records, costs are incurred by the City. This policy is adopted to balance these competing interests, to establish an orderly and consistent procedure for responding to public records requests and to support the adoption of a fee schedule designed to reimburse the City for the allowable costs incurred in responding to public records requests.

#### **Responding to Public Records Requests**

The following procedures shall be followed in responding to requests to inspect or receive copies of public records maintained by the City of Ankeny.

1. Requests to inspect or copy public records maintained by the City should if possible be made in writing sufficient to identify the specific document or documents requested or the category or categories of documents requested. A written request may, but is not limited to, be completed by filling out the City's Request for Public Record Form, which is located on the City of Ankeny website. Under the following circumstances, documents may be provided without a written request:



- a. When, in the judgment of the City, it is more efficient and better serves the public interest to make available or provide copies of requested records without requiring the request to be in writing; and
  - b. Subject to approval by the City Manager, any department may establish a departmental policy to allow verbal requests for public records maintained by the department which are routinely requested by members of the public as part of the department's regular work.
  - c. This section should not imply that the city will not accept other forms of requests to inspect or copy public records.
2. The person or entity making a public records request will not be required to disclose the reason for the request unless it is determined by the City that the reason for the request is relevant to determine whether a requested record is exempt from disclosure under a conditional exemption as set forth in Iowa Code Section 22.7.
3. Any request for access to public records maintained by the City of Ankeny, with the exception of police and fire records, must be referred to the City Clerk's Office for review of the request, collection of the records to be reviewed or copied, and completion of request. Any request for public records which could be exempt from disclosure under the conditional exemptions in Iowa Code Section 22.7 shall be referred to the City Attorney for review and response.
4. When a request for public records is received, a review will be conducted to determine what public records, if any, exist which are responsive to the request and to determine if any responsive records may be exempt from disclosure. The City shall not be required to compile information or create reports related to requested public records. The City may impose reasonable rules or restrictions to protect requested records and to prevent interference with the regular discharge of duties by City staff. According to Iowa Code Section 22.B(d) the City has a maximum of twenty (20) days and ordinarily will not exceed ten (10) business days to complete a public records request, in order to determine whether a confidential record should be available for inspection and copying.
5. The City reserves the right to seek clarification of any public records request before responding to the request. The City reserves the right to deny any public records request if the request is sufficiently vague or unclear that the City cannot reasonably determine what records have been requested.
6. The fee to be charged for providing records in response to a public records request will be in accordance with the established fee schedule. This fee schedule does not apply to requests for police or fire records.
  - a. At the requestor's preference the City may make the requested records available in hard copy or in electronic format. The requestor may ask the City to supply copied records either by mail, electronic mail, fax or if pickup at Ankeny City Hall.

- b. The City reserves the right to adjust the fee structure for extraordinary requests and provide a cost estimate to the requestor prior to request completion.
    - i. Any appeals to the City Manager's Office denial may be made to the City Council during any regular meeting.
- 7. An estimate of the charges that will be incurred to respond to the public records request will be prepared as required by state law. The City may also require prepayment of the estimated charges before copying any of the requested records or making the records available for inspection or copying. If the actual costs incurred by the City to respond to a records request are less than the amount of any required prepayment, the overpayment will be refunded promptly to the person or entity making the prepayment. If the actual costs incurred by the City to respond to the request are more than the amount of prepayment, the City shall charge the requester for all additional costs.
- 8. Unless otherwise prohibited by law, the City may, at the City's discretion, furnish copies of requested records without charge or at a reduced fee if the City determines that the waiver or reduction of fees is in the public interest.
- 9. The City shall provide a reasonable opportunity for the inspection, examination or copying of requested public records which are not exempt from disclosure. Unless otherwise approved in advance and in writing by the City Clerk's Office, any inspection, examination or copying of requested records shall be done at Ankeny City Hall during regular City business hours.
- 10. The City reserves the right to not release copies of requested public records until the requester pays for the corresponding charges to complete said request.

## Public Records Request Policy

### Statement of Policy

It is the policy of the City of Ankeny, Iowa to respond in an orderly and expeditious manner in accordance with Iowa Code Chapter 22 to requests to inspect or receive copies of public records maintained by the City of Ankeny.

### Applicability

This policy applies to all City departments, except the Fire and Police Departments which have their own public records policies and fee schedules.

The Police Chief is the lawful custodian of police records, the Fire Chief is the lawful custodian of fire records and the City Clerk is the lawful custodian of all other city records. Requests for records should be made to the respective lawful custodian.

### Policy and Procedures

#### **In General**

The City of Ankeny recognizes the right of the public to access public records maintained by the City in accordance with state law. The City also recognizes that certain records maintained by the City are not public records or may be exempt from public disclosure and that a request to access public records may require a balance of the right of the public to access the records, individual privacy rights, governmental interests, confidentiality issues, and privilege issues. Additionally, when the City responds to requests to inspect or copy records, costs are incurred by the City. This policy is adopted to balance these competing interests, to establish an orderly and consistent procedure for responding to public records requests and to support the adoption of a fee schedule designed to reimburse the City for the ~~actual~~ allowable costs incurred in responding to public records requests.

#### **Responding to Public Records Requests**

The following procedures shall be followed in responding to requests to inspect or receive copies of public records maintained by the City of Ankeny.

4. ~~Requests to inspect or copy public records maintained by the City should if possible be made in writing sufficient to identify the specific document or documents requested or the category or categories of documents requested. A written request may, but is not limited to, be completed by filling out the City's Request for Public Record Request Form (Appendix A), which is located on the City of Ankeny website.~~ Under the following circumstances, documents may be provided without a written request:

- a. ~~Documents made generally available to the public at public meetings;~~

~~b.a.~~ When, in the judgment of the City, it is more efficient and better serves the public interest to make available or provide copies of requested records without requiring the request to be in writing; and

~~c.b.~~ Subject to approval by the City Manager, any department may establish a departmental policy to allow verbal requests for public records maintained by the department which are routinely requested by members of the public as part of the department's regular work.

~~d.c.~~ This section should not imply that the city will not accept other forms of requests to inspect or copy public records.

2. The person or entity making a public records request will not be required to disclose the reason for the request unless it is determined by the City that the reason for the request is relevant to determine whether a requested record is exempt from disclosure under a conditional exemption as set forth in Iowa Code Section 22.7.
3. Any request for access to public records maintained by the City of Ankeny, with the exception of police and fire records, must be referred to the City Clerk's Office for review of the request, collection of the records to be reviewed or copied, and completion of request. Any request for public records which could be exempt from disclosure under the conditional exemptions in Iowa Code Section 22.7 shall be referred to the City Attorney for review and response.
4. When a request for public records is received, a review will be conducted to determine what public records, if any, exist which are responsive to the request and to determine if any responsive records may be exempt from disclosure. The City shall not be required to compile information or create reports related to requested public records. The City may impose reasonable rules or restrictions to protect requested records and to prevent interference with the regular discharge of duties by City staff. According to Iowa Code Section 22.B(d) the City has a maximum of twenty (20) days and ordinarily will not exceed ten (10) business days to complete a public records request, in order to determine whether a confidential record should be available for inspection and copying.
- ~~5. If the request is for digital GIS (Geographical Information Systems) data the requester will be required to sign the City's Digital Data Licensing Agreement (Attachment B). The following guidelines apply to any requester for GIS data:~~
  - ~~a. Requests for emergency operations and critical infrastructure should be referred to the City Manager who, in consultation with the City Attorney, will determine whether the request is for information required to be kept confidential.~~
  - ~~b. Data may be provided in PDF format printouts if requested.~~

- ~~c. Data in digital format will be provided in standard ESRI shape file or personal geo-database format.~~
- ~~d. Data will be provided in the Iowa South 1983 State Plane Coordinate System with survey feet as the unit of measure.~~
- ~~e. All data transactions require a signed license agreement prior to delivery.~~
- ~~f. Data does not replace or modify city ordinances or other legal instruments.~~
- ~~g. The City is under no obligation to inform licensees of data updates.~~
- ~~h. Requests for GIS digital data should be forwarded to the City Clerk's Office.~~

6-5. The City reserves the right to seek clarification of any public records request before responding to the request. The City reserves the right to deny any public records request if the request is sufficiently vague or unclear that the City cannot reasonably determine what records have been requested.

7-6. The fee to be charged for providing records in response to a public records request will be in accordance with ~~Appendix C~~ the established fee schedule. This fee schedule does not apply to requests for police or fire records.

- a. At the requestor's preference the City may make the requested records available in hard copy or in electronic format. The requestor may ask the City to supply copied records either by mail, electronic mail, fax or if pickup at Ankeny City Hall.
- b. The City reserves the right to adjust the ~~above~~ fee structure for extraordinary requests and provide a cost estimate to the requestor prior to request completion.

~~i. Any extraordinary request for GIS digital or hard copy data which requires custom manipulation/reporting by City GIS staff will be forwarded to the City Manager's Office for acceptance or denial of such request.~~

~~ii.i.~~ Any appeals to the City Manager's Office denial may be made to the City Council during any regular meeting.

8-7. ~~The person requesting the public records can request the City to prepare an~~ An estimate of the charges that will be incurred to respond to the public records request will be prepared as required by state law. The City may also require prepayment of the estimated charges before copying any of the requested records or making the

records available for inspection or copying. If the actual costs incurred by the City to respond to a records request are less than the amount of any required prepayment, the overpayment will be refunded promptly to the person or entity making the prepayment. If the actual costs incurred by the City to respond to the request are more than the amount of prepayment, the City shall charge the requester for all additional costs.

9.8. Unless otherwise prohibited by law, the City may, at the City's discretion, furnish copies of requested records without charge or at a reduced fee if the City determines that the waiver or reduction of fees is in the public interest.

10.9. The City shall provide a reasonable opportunity for the inspection, examination or copying of requested public records which are not exempt from disclosure. Unless otherwise approved in advance and in writing by the City Clerk's Office, any inspection, examination or copying of requested records shall be done at Ankeny City Hall during regular City business hours.

11.10. The City reserves the right to not release copies of requested public records until the requester pays for the corresponding charges to complete said request.



**REQUEST FOR INSPECTION AND COPYING OF PUBLIC RECORDS**

Date of Public Record Request: \_\_\_\_\_

Requester's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City, State and Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email (optional): \_\_\_\_\_

Title of Requested Record: \_\_\_\_\_

Please describe below the record(s) you are requesting. Any additional information will help us locate them as quickly as possible:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is this request for (please circle one) Inspection or Copying of public records?

If you are requesting copies of public records please fill out the following:

# of copies/scans \_\_\_\_\_ Type of copy (please circle one): B&W or Color

Paper size (please circle one): Letter Legal 11x17 Other \_\_\_\_ \_

How would you like the copies of public records delivered: \_\_\_\_\_

**Although the records I am requesting may be deemed to be "public records" within the meaning of Chapter 22, Code of Iowa, I understand that my use of this information must comply with all local, state and federal laws including but not limited to laws relating to privacy, harassment, discrimination, debt collection, libel, slander and tort. Misuse of said information by me in violation of the law is exclusively my responsibility. The City of Ankeny denies any and all responsibility for how this information is used by me. If any third party makes a claim against the City of Ankeny for misuse of this information attributable to me, the City of Ankeny shall pursue all available legal remedies against me. I certify that I may be charged for costs related to the inspection/copying of public records, and the records will not be released to me without payment.**

Signature of Requester: \_\_\_\_\_

Legal deadline to complete request, maximum of 10 business days: \_ \_

City Clerk Signature (indicating request completion): \_\_\_\_\_ Date: \_\_



**FOR CITY STAFF USE ONLY**

Fee Schedule:

Number of copies:

Number of pages:

Staff time:

Per page charge:

**Total Charge: \$**

Created: 1/07

**Notes:**

## DIGITAL DATA LICENSING AGREEMENT

City of Ankeny  
410 West First Street  
Ankeny, Iowa 50023  
Phone: 515-965-6402 - Fax: 515-965-6416  
[www.ci.ankeny.ia.us](http://www.ci.ankeny.ia.us)

THIS AGREEMENT is a license and is made and entered into by and between the City of Ankeny (hereafter referred to as "City") and \_\_\_\_\_ (hereafter referred to as "User") for the use of digital data products from the City.

WHEREAS, the City is the developer of the products specified in the agreement with the right to license and distribute the Product, and

WHEREAS, the User desires a license to use the Product and the City desires to grant such a license to the User for the sole purpose of permitting the user to use the Product in its business activity and for no other purpose whatsoever;

NOW, THEREFORE, in consideration of mutual terms, covenants, and conditions set forth herein, the parties hereto agree as follows:

### I. LICENSE AND USE TERMS

- A. Reproduction or redistribution of Licensed Data Sets or products is forbidden except as expressly provided as follows:
  - 1) The User may make internal copies of the Product solely for the purpose of supporting the User in its business activity;
  - 2) The User may make hard copies of the product solely for the purpose of supporting the User in its business activity. This shall not restrict the User from making hard copies for public and non-commercial use.
  - 3) The User may translate the Product into other digital formats. These "conversions" shall be subject to the same restrictions as the product under this Agreement.
- B. The User shall not sell, loan, rent, assign, distribute or otherwise transfer the Product in any digital form or format to another User.
- C. All licensed datasets are copyrighted original works. They are licensed for use, not sold, and may not be resold or distributed in any manner except as specified or set forth herein. The City and its co-producers reserve all rights of authorship granted under United States and International copyright laws and agreements.

## II. WARRANTY

### A. No Warranty

- 1) The City disclaims any warranties, express or implied, respecting this agreement or Product, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose arising out of or in connection with this agreement.
- 2) The product is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the User.
- 3) The User acknowledges and accepts the limitations of the Product, including the fact that the Product is dynamic and is in a constant state of maintenance, correction and update.
- 4) The City shall not be responsible for delays or inability to service or deliver, caused directly or indirectly by strikes, accidents, climatic conditions, or other reasons of similar nature beyond its control.

### B. Liability

- 1) The City shall not be liable for any activity involving the Product.

### C. Remedy

- 1) User's sole and exclusive remedy for defective delivery media will be to return the Product within 60 days of receipt.
- 2) The City shall, at its discretion, retain the returned Product and refund the fee for the Product, or replace the Product, or repair the Product and return it to the User.

## III. TERM

- A. The term of this agreement shall not be restricted to time except as set forth in paragraph (B) below and shall commence the date the agreement is executed.
- B. The term of the license shall expire at such time the User discontinues use of the Product, or the User fails to comply with any of the terms and conditions provided herein at which time the license shall be revoked. The license shall be revoked by the City by giving written notice of such revocation to the User.

## IV. TERMINATION

- A. Upon termination the User shall return all copies of the Product to the City or destroy all copies, in part and in whole, as directed by the City.

## V. PAYMENT

- A. Payment of fees shall be required before the release of digital data products. The fee for this product shall be established in Attachment C. The fees listed in Attachment C are subject to change without notice.

## VI. GENERAL

- A. The parties agree and stipulate that in the event of a dispute, jurisdiction shall reside in the State of Iowa, and this agreement will be governed and controlled by the laws of the State of Iowa.
- B. If any provision(s) of this agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.

This agreement is subject to the terms and conditions set forth above and supersedes any prior agreement. In addition, the User agrees to hold any independent contractor to the same terms. This instrument, and any and all attachments and addendum's, contains the entire agreement between the parties, and no statement, promises, or inducement by either party or agent of either party that are not contained in this written contract shall be valid or binding.

**USER:** \_\_\_\_\_

Name/Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Licensed Data Set(s) requested: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mailing Address:

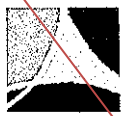
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

## CITY OF ANKENY

Name/Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



city of  
**Ankeny**  
*bringing it all together*

## Appendix C Fee Schedule

Adopted: 2/19/07

### Section 1 - Paper Based Copies

| <u>Sheet Size</u>             | <u>Cost Per Copy</u>    |              |
|-------------------------------|-------------------------|--------------|
|                               | <u>Black/White</u>      | <u>Color</u> |
| 8.5" x 11" (Letter)           | \$ 0.15                 | \$ 0.45      |
| 8.5" x 14" (Legal)            | \$ 0.20                 | \$ 0.60      |
| 11"x 17"                      | \$ 0.25                 | \$ 0.75      |
| Large Document Copier/Printer | \$ 0.09 per linear foot |              |
| <u>Street Line Maps</u>       |                         |              |
| <b>11"x17"</b>                | \$                      | \$           |
| 36" x 36"                     | \$ 5.00                 | \$ 20.00     |

### Section 2 - Digital Data Copies (Geographical Information Systems)..

|                        | <u>Cost Per Copy</u> |
|------------------------|----------------------|
| -CD                    | \$ 1.00              |
| -DVD                   | \$ 2.00              |
| - GIS Data Layer File  | \$ 10.00             |
| - Oblique Imagery Tile | \$ 10.00             |

\*\* - The following organizations are exempt from Digital Data Copy Charges

1. Other Local Governments
2. State Agencies
3. Federal Agencies
4. School Districts
5. Tax-supported Universities and Community Colleges
6. Non-Profit Agencies

### Section 3 - Shipping and Handling

- All shipping and handling charges incurred by the City will be added to copy charge.



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** adopting a schedule of fees and charges for certain permit activities as authorized by the City of Ankeny, Iowa Municipal Code.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

Building permit fees including flat fees are reviewed annually for update and were last updated in 2024.

CITY MANAGER/STAFF RECOMMENDATIONS:

It is recommended that the Council take the following action: 1) adopt permit fee schedule Exhibits "A" (permit fee schedule) and "B" (Building Valuation Data construction cost per square foot).

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Previous Schedule of Fees and Charges Resolution 2024-167 approved April 15, 2024.

FISCAL IMPACT

No

PUBLIC OUTREACH EFFORTS

Referenced annually at the spring Contractors' update and via electronic communication.

ACTION REQUESTED

ATTACHMENTS

1. Resolution 2025

2. Exhibit 'A' - 2025
3. Exhibit 'B' - 2025
4. Current Fee Reso, Exhibit 'A' and Exhibit 'B'



**RESOLUTION 2025-**

**RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES  
FOR CERTAIN PERMIT ACTIVITIES AS AUTHORIZED BY THE CITY  
OF ANKENY, IOWA MUNICIPAL CODE**

---

**WHEREAS**, the City of Ankeny has adopted ordinances regulating construction and maintenance codes and establishing permit requirements; and

**WHEREAS**, said ordinances refer the establishment of a fee schedule based on published valuations established by the International Code Council (Building Valuation Data) and fixed fees related to said permits to review and resolution of the City Council of the City of Ankeny; and

**WHEREAS**, City of Ankeny staff has recommended that said fee schedule and fixed fees be established, with said fees referenced as Exhibits A & B being effective from July 1, 2025.

**WHEREAS**, construction valuation data shall be reviewed in accordance with the latest published valuations established by the International Code Council.

**NOW, THEREFOR, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA:**

That effective July 1, 2025, the fee schedule, flat fees and valuation table as outlined in the attached Exhibits A & B and prescribed by the aforementioned ordinances of the City of Ankeny shall apply.

**PASSED AND APPROVED** this 21st day of April 2025.

---

Bobbi B. Bentz, Mayor

**ATTEST:**

---

Michelle Yuska, City Clerk

**COMMUNITY DEVELOPMENT DEPARTMENT**

**PERMIT FEES**

Accessory Structure Slab

(IRC) flat work only

\$25 flat fee

Demolition

\$25 flat fee

Drive Approach

\$25 flat fee

Fence

\$25 flat fee

Pool / Hot Tub (Single Family Dwelling)

Above Ground

\$25 flat fee

In-Ground

\$150 flat fee

Ramp

\$25 flat fee

Retaining Wall (SFD)

\$25 flat fee

Sidewalk

\$25 flat fee

Sign (Special Event)

30 days/calendar year

\$25 flat fee

Sign - temporary (2'x3' freestanding)

\$10 annually

Standby Generator (SFD)

\$25 flat fee

Temporary (tents/garden center et al.)

\$50 flat fee

Reinspection (more than one -  
same project/items)

\$50 each

Temporary Certificate of Occupancy (limited to 14 days outside of winter-  
build (initial no charge), (Extensions -- 1st @ \$100, 2nd @ \$200, 3rd and each  
extension thereafter @ \$300) (\*\*delinquency - see footnote below)

Occupancy of a building without a Valid Certificate of Occupancy - \$500 flat  
fee (imposition of additional fees such as Temporary Certificate of Occupancy,  
Extension or Reactivation of Permit etc. shall be incurred as applicable)  
(\*\*delinquency see footnote below)

Six Month Extension of Current Building Permit - shall be requested in writing  
prior to expiration -- (initial no charge) (subsequent extensions @ 1/2 of  
original permit fee not to exceed \$500) (\*\*delinquency see footnote below)

Six Month Reactivation of Expired Building Permit - shall be retroactively  
dated based upon original issuance date (each @ 1/2 of original permit fee  
not to exceed \$500) (\*\*delinquency see footnote below)

**FLAT FEES**

**FEES BASED ON VALUATION**

(apply valuation -or- calculated valuation of following to permit fee schedule below)

Buildings - New Construction & Additions see Exhibit 'B'

Egress Window

Fireplaces (other than factory built)

Fuel Tank

Pergola

Pool House (includes amenity (e.g., bathroom, kitchenette etc. (noninclusive))

Pool / Hot Tub (other than Single Family Dwelling)

Remodel (includes fire/water/wind damage et al.)

Retaining Wall (other than SFD)

Signs - building, free-standing, gasoline pump island canopy, ground, menu  
board, pylon, video et al.

Spray Booth

Standby Generator (other than SFD)

Tower - Cell/Radio / Wind Turbine

Shed (includes pool equipment-only structure)

@ \$20 /sq ft

(IRC) Covered Porch/Gazebo

@ \$20 /sq ft

(IRC) Open Deck

@ \$12 /sq ft

(IRC) Finished basement (new)

@ \$63.00 /sq ft

(IRC) Unfinished basement (new)

@ \$31.50 /sq ft

(IRC) Finish basement (existing)

@ \$31.50 /sq ft

\*(SFD) Dwelling Construction

@ \$169.09 /sq ft

(SFD) includes additions, 3 or 4 season porches / sunrooms)

\*Garage (attached & detached)

@ \$66.20 /sq ft

**MECHANICAL, PLUMBING PERMIT FEES**

Residential - Addition or Remodel

\$50 flat fee

Residential - New

\$100 flat fee

Residential - Replace Furnace/AC

\$30 flat fee

Fees other than listed above - see individual permit applications

**ELECTRICAL PERMIT FEES**

Residential - Addition or Remodel

\$50 flat fee

Residential - New w/o temp pole

\$100 flat fee

Residential - New with temp pole

\$150 flat fee

Residential Main Panel Change-out

\$50 flat fee

Fees other than listed above - see individual permit applications

**\*\*PERMIT FEE - SCHEDULE** Based on Table #3-A - 1991 Uniform Building Code revised

| Total Valuation          |    | Fee - Permit fees shall be rounded up to the next whole dollar.                                  |
|--------------------------|----|--------------------------------------------------------------------------------------------------|
| \$1 to \$500             | ** | \$20                                                                                             |
| \$501 to \$2,000         | ** | \$20 for the first \$500 plus \$2.20 for each additional \$100 or fraction thereof               |
| \$2,001 to \$25,000      | ** | \$53 for the first \$2,000 plus \$9.90 for each additional \$1,000 or fraction thereof           |
| \$25,001 to \$50,000     | ** | \$280.70 for the first \$25,000 plus \$7.15 for each additional \$1,000 or fraction thereof      |
| \$50,001 to \$100,000    | ** | \$459.45 for the first \$50,000 plus \$4.95 for each additional \$1,000 or fraction thereof      |
| \$100,001 to \$500,000   | ** | \$706.95 for the first \$100,000 plus \$3.85 for each additional \$1,000 or fraction thereof     |
| \$500,001 to \$1,000,000 | ** | \$2,246.95 for the first \$500,000 plus \$3.30 for each additional \$1,000 or fraction thereof   |
| \$1,000,001 and up       | ** | \$3,896.95 for the first \$1,000,000 plus \$2.20 for each additional \$1,000 or fraction thereof |

\*\*Building permit fee shall include a plan review fee equal to 65% of the permit fee for multi-family, commercial including schools and churches and industrial type projects. This charge shall be in addition to the normal building permit fee.

Change of SFD plans after issuance of permit and prior to any work being done will be refunded 80% of permit fee and permit voided. Re-submittal of permit application and plan changes along with subsequent payment thereof required thereafter.

Inspections outside normal business hours shall be subject to inspector availability - \$75.00 per hour (two hour minimum charge, pre-payment required).

Water Hookup & Meter Fees, Sewer Connections & Sewer Fees; Driveway & Sidewalk permit fees where applicable are collected with the Building Permit fee.

\*\*\*Delinquency - prior to issuance of any Certificate of Occupancy, extension of any current permit or reactivation of any expired permit, any and all delinquent charges shall be paid.

\* = changes from 2024 exhibit

## EXHIBIT B

| <b>CITY OF ANKENY</b>                                                                                       |
|-------------------------------------------------------------------------------------------------------------|
| <b>Building Valuation Chart</b>                                                                             |
| <i>Based on ICC BVD (February 2025) Effective July 1, 2025</i>                                              |
| <b>INTERNATIONAL BUILDING CODE With No Regional Cost Modifier. Square Foot Construction Costs (a,b,c,d)</b> |

## Square Foot Construction Costs

|                                                            | IA     | IB     | IIA    | IIB    | IIIA   | IIIB   | IV     | VA     | VB     |
|------------------------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| A-1 Assembly, theaters, with stage                         | 337.41 | 325.40 | 315.80 | 303.35 | 283.46 | 275.24 | 292.98 | 264.14 | 254.04 |
| A-1 Assembly, theaters, without stage                      | 309.77 | 297.76 | 288.16 | 275.71 | 256.07 | 247.85 | 265.35 | 236.75 | 226.65 |
| A-2 Assembly, nightclubs                                   | 269.42 | 261.52 | 253.31 | 243.65 | 228.21 | 222.01 | 235.29 | 207.53 | 199.66 |
| A-2 Assembly, restaurants, bars, banquet halls             | 268.42 | 260.52 | 251.31 | 242.65 | 226.21 | 221.01 | 234.29 | 205.53 | 198.66 |
| A-3 Assembly, churches                                     | 314.40 | 302.40 | 292.80 | 280.35 | 260.82 | 252.61 | 269.98 | 241.51 | 231.40 |
| A-3 Assembly, general, community halls, libraries, museums | 264.03 | 252.03 | 241.42 | 229.98 | 209.33 | 202.12 | 219.61 | 190.01 | 180.91 |
| A-4 Assembly, arenas                                       | 308.77 | 296.76 | 286.16 | 274.71 | 254.07 | 246.85 | 264.35 | 234.75 | 225.65 |
| B Business                                                 | 298.43 | 287.83 | 277.50 | 265.76 | 242.70 | 234.06 | 255.55 | 216.90 | 206.96 |
| E Educational                                              | 282.06 | 272.26 | 263.65 | 252.74 | 235.87 | 223.82 | 244.04 | 206.65 | 200.02 |
| F-1 Factory and industrial, moderate hazard                | 164.17 | 156.25 | 146.41 | 140.89 | 125.45 | 119.36 | 134.33 | 104.02 | 96.87  |
| F-2 Factory and industrial, low hazard                     | 163.17 | 155.25 | 146.41 | 139.89 | 125.45 | 118.36 | 133.33 | 104.02 | 95.87  |
| H-1 High Hazard, explosives                                | 153.17 | 145.25 | 136.41 | 129.89 | 115.76 | 108.67 | 123.33 | 94.33  | N.P.   |
| H234 High Hazard                                           | 153.17 | 145.25 | 136.41 | 129.89 | 115.76 | 108.67 | 123.33 | 94.33  | 86.17  |
| H-5 HPM                                                    | 298.43 | 287.83 | 277.50 | 265.76 | 242.70 | 234.06 | 255.55 | 216.90 | 206.96 |
| I-1 Institutional, supervised environment                  | 274.98 | 265.13 | 255.66 | 246.00 | 225.17 | 219.12 | 245.49 | 202.80 | 195.56 |
| I-2 Institutional, hospitals                               | 469.18 | 458.58 | 448.25 | 436.51 | 411.45 | N.P.   | 426.30 | 385.65 | N.P.   |
| I-2 Institutional, nursing homes                           | 323.68 | 313.08 | 302.75 | 291.01 | 269.45 | N.P.   | 280.80 | 243.65 | N.P.   |
| I-3 Institutional, restrained                              | 314.93 | 304.33 | 294.00 | 282.26 | 261.70 | 252.06 | 272.05 | 255.55 | 223.96 |
| I-4 Institutional, day care facilities                     | 274.98 | 265.13 | 255.66 | 246.00 | 225.17 | 219.12 | 245.49 | 202.80 | 195.56 |
| M Mercantile                                               | 201.08 | 193.18 | 183.97 | 175.31 | 159.52 | 154.32 | 166.95 | 138.84 | 131.97 |
| R-1 Residential, hotels                                    | 278.14 | 268.29 | 258.82 | 249.16 | 227.83 | 221.78 | 248.64 | 205.46 | 198.22 |
| R-2 Residential, multiple family                           | 232.26 | 222.41 | 212.94 | 203.28 | 183.19 | 177.15 | 202.77 | 160.82 | 153.58 |
| R-3 Residential, one- and two-family c                     | 215.90 | 210.16 | 205.11 | 200.73 | 194.02 | 187.11 | 204.78 | 180.41 | 169.09 |
| R-4 Residential, care/assisted living facilities           | 274.98 | 265.13 | 255.66 | 246.00 | 225.17 | 219.12 | 245.49 | 202.80 | 195.56 |
| S-1 Storage, moderate hazard                               | 152.17 | 144.25 | 134.41 | 128.89 | 113.76 | 107.67 | 122.33 | 92.33  | 85.17  |
| S-2 Storage, low hazard                                    | 151.17 | 143.25 | 134.41 | 127.89 | 113.76 | 106.67 | 121.33 | 92.33  | 84.17  |
| U Utility, miscellaneous a                                 | 117.65 | 110.72 | 103.00 | 98.58  | 87.79  | 82.02  | 93.83  | 69.49  | 66.20  |

- Private Garages use Utility, miscellaneous
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$31.50 per sq. ft.
- Valuation - Footing/foundation only permit may deduct 90%; Shell only building permit may deduct 50% if known occupancy -or- if unknown occupancy may use S-2 deduct 20%. Permit valuation may be based on contract amount with verifiable executed contract documents being provided for review and confirmation prior to permit issuance

**RESOLUTION 2024-167**

**RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES  
FOR CERTAIN PERMIT ACTIVITIES AS AUTHORIZED BY THE CITY  
OF ANKENY, IOWA MUNICIPAL CODE**

---

**WHEREAS**, the City of Ankeny has adopted ordinances regulating construction and maintenance codes and establishing permit requirements; and

**WHEREAS**, said ordinances refer the establishment of a fee schedule based on published valuations established by the International Code Council (Building Valuation Data) and fixed fees related to said permits to review and resolution of the City Council of the City of Ankeny; and

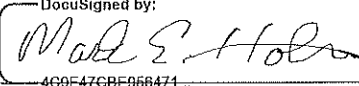
**WHEREAS**, City of Ankeny staff has recommended that said fee schedule and fixed fees be established, with said fees referenced as Exhibits A & B being effective from July 1, 2024.

**WHEREAS**, construction valuation data shall be reviewed in accordance with the latest published valuations established by the International Code Council.

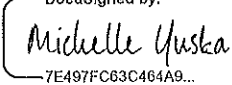
**NOW, THEREFOR, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA:**

That effective July 1, 2024, the fee schedule, flat fees and valuation table as outlined in the attached Exhibits A & B and prescribed by the aforementioned ordinances of the City of Ankeny shall apply.

**PASSED AND APPROVED** this 15th day of April 2024.

DocuSigned by:  
  
409E47CBE068471...  
Mark E. Holm, Mayor

**ATTEST:**

DocuSigned by:  
  
7E497FC63C464A9...  
Michelle Yuska, City Clerk

**COMMUNITY DEVELOPMENT DEPARTMENT**

**PERMIT FEES**

**Accessory Structure Slab**

(IRC) flat work only \$25 flat fee

Demolition \$25 flat fee

Drive Approach \$25 flat fee

Fence \$25 flat fee

**Pool / Hot Tub (Single Family Dwelling)**

Above Ground \$25 flat fee

In-Ground \$150 flat fee

Ramp \$25 flat fee

Retaining Wall (SFD) \$25 flat fee

Sidewalk \$25 flat fee

Sign (Special Event)

30 days/calendar year \$25 flat fee

Sign - temporary (2'x3' freestanding) \$10 annually

Standby Generator (SFD) \$25 flat fee

Temporary (tents/garden center et al.) \$50 flat fee

Reinspection (more than one -  
same project/items)

\$50 each

Temporary Certificate of Occupancy (limited to 14 days outside of winter-  
build (initial no charge), (Extensions -- 1st @ \$100, 2nd @ \$200, 3rd and each  
extension thereafter @ \$300) (\*\*delinquency - see footnote below)

Occupancy of a building without a Valid Certificate of Occupancy - \$500 flat  
fee (imposition of additional fees such as Temporary Certificate of Occupancy,  
Extension or Reactivation of Permit etc. shall be incurred as applicable)  
(\*\*delinquency see footnote below)

Six Month Extension of Current Building Permit - shall be requested in writing  
prior to expiration -- (initial no charge) (subsequent extensions @ 1/2 of  
original permit fee not to exceed \$500) (\*\*delinquency see footnote below)

Six Month Reactivation of Expired Building Permit - shall be retroactively  
dated based upon original issuance date (each @ 1/2 of original permit fee  
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**FLAT FEES**

**FEES BASED ON VALUATION**

(apply valuation -or- calculated valuation of following to permit fee schedule below)

Buildings - New Construction & Additions see Exhibit 'B'

Egress Window

Fireplaces (other than factory built)

Fuel Tank

Pergola

\*Pool House (includes amenity (e.g., bathroom, kitchenette etc. (noninclusive))

Pool / Hot Tub (other than Single Family Dwelling)

Remodel (includes fire/water/wind damage et al.)

Retaining Wall (other than SFD)

Signs - building, free-standing, gasoline pump island canopy, ground, menu  
board, pylon, video et al.

Spray Booth

Standby Generator (other than SFD)

Tower - Cell/Radio / Wind Turbine

\*Shed (includes pool equipment-only structure) @ \$20 /sq ft

(IRC) Covered Porch/Gazebo @ \$20 /sq ft

(IRC) Open Deck @ \$12 /sq ft

\*(IRC) Finished basement (new) @ \$63.00 /sq ft

\*(IRC) Unfinished basement (new) @ \$31.50 /sq ft

\*(IRC) Finish basement (existing) @ \$31.50 /sq ft

\*(SFD) Dwelling Construction @ \$165.67 /sq ft

(SFD) includes additions, 3 or 4 season porches / sunrooms

\*Garage (attached & detached) @ \$64.19 /sq ft

**MECHANICAL, PLUMBING PERMIT FEES**

Residential - Addition or Remodel \$50 flat fee

Residential - New \$100 flat fee

Residential - Replace Furnace/AC \$30 flat fee

Fees other than listed above - see individual permit applications

**ELECTRICAL PERMIT FEES**

Residential - Addition or Remodel \$50 flat fee

Residential - New w/o temp pole \$100 flat fee

Residential - New with temp pole \$150 flat fee

Residential Main Panel Change-out \$50 flat fee

Fees other than listed above - see individual permit applications

**\*\*PERMIT FEE - SCHEDULE** Based on Table #3-A - 1991 Uniform Building Code revised

| Total Valuation          |    | Fee - Permit fees shall be rounded up to the next whole dollar.                                  |
|--------------------------|----|--------------------------------------------------------------------------------------------------|
| \$1 to \$500             | ** | \$20                                                                                             |
| \$501 to \$2,000         | ** | \$20 for the first \$500 plus \$2.20 for each additional \$100 or fraction thereof               |
| \$2,001 to \$25,000      | ** | \$53 for the first \$2,000 plus \$9.90 for each additional \$1,000 or fraction thereof           |
| \$25,001 to \$50,000     | ** | \$280.70 for the first \$25,000 plus \$7.15 for each additional \$1,000 or fraction thereof      |
| \$50,001 to \$100,000    | ** | \$459.45 for the first \$50,000 plus \$4.95 for each additional \$1,000 or fraction thereof      |
| \$100,001 to \$500,000   | ** | \$706.95 for the first \$100,000 plus \$3.85 for each additional \$1,000 or fraction thereof     |
| \$500,001 to \$1,000,000 | ** | \$2,246.95 for the first \$500,000 plus \$3.30 for each additional \$1,000 or fraction thereof   |
| \$1,000,001 and up       | ** | \$3,896.95 for the first \$1,000,000 plus \$2.20 for each additional \$1,000 or fraction thereof |

\*\*Building permit fee shall include a plan review fee equal to 65% of the permit fee for multi-family, commercial including schools and churches and industrial type projects. This charge shall be in addition to the normal building permit fee.

Change of SFD plans after issuance of permit and prior to any work being done will be refunded 80% of permit fee and permit voided. Re-submittal of permit application and plan changes along with subsequent payment thereof required thereafter.

Inspections outside normal business hours shall be subject to inspector availability - \$75.00 per hour (two hour minimum charge, pre-payment required).

Water Hookup & Meter Fees, Sewer Connections & Sewer Fees; Driveway & Sidewalk permit fees where applicable are collected with the Building Permit fee.

\*\*\*Delinquency - prior to issuance of any Certificate of Occupancy, extension of any current permit or reactivation of any expired permit, any and all delinquent charges shall be paid.

\* = changes from 2023 exhibit

## EXHIBIT B

| <b>CITY OF ANKENY</b>                                                                                       |
|-------------------------------------------------------------------------------------------------------------|
| <b>Building Valuation Chart</b>                                                                             |
| <i>Based on ICC BVD (February 2024) Effective July 1, 2024</i>                                              |
| <b>INTERNATIONAL BUILDING CODE With No Regional Cost Modifier. Square Foot Construction Costs (a,b,c,d)</b> |

## Square Foot Construction Costs

|                                                            | IA     | IB     | IIA    | IIB    | IIIA   | IIIB   | IV     | VA     | VB     |
|------------------------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| A-1 Assembly, theaters, with stage                         | 330.56 | 318.80 | 309.39 | 297.20 | 277.71 | 269.67 | 287.04 | 258.79 | 248.89 |
| A-1 Assembly, theaters, without stage                      | 303.49 | 291.73 | 282.32 | 270.13 | 250.88 | 242.84 | 259.97 | 231.96 | 222.06 |
| A-2 Assembly, nightclubs                                   | 272.51 | 264.43 | 256.91 | 248.19 | 232.76 | 226.12 | 239.28 | 211.57 | 204.72 |
| A-2 Assembly, restaurants, bars, banquet halls             | 271.51 | 263.43 | 254.91 | 247.19 | 230.76 | 225.12 | 238.28 | 209.57 | 203.72 |
| A-3 Assembly, churches                                     | 308.01 | 296.25 | 286.84 | 274.65 | 255.52 | 247.48 | 264.49 | 236.60 | 226.71 |
| A-3 Assembly, general, community halls, libraries, museums | 258.66 | 246.90 | 236.50 | 225.30 | 205.06 | 198.01 | 215.15 | 186.13 | 177.24 |
| A-4 Assembly, arenas                                       | 302.49 | 290.73 | 280.32 | 269.13 | 248.88 | 241.84 | 258.97 | 229.96 | 221.06 |
| B Business                                                 | 289.51 | 279.23 | 269.21 | 257.82 | 235.42 | 227.07 | 247.91 | 210.39 | 200.78 |
| E Educational                                              | 276.33 | 266.73 | 258.30 | 247.60 | 231.08 | 219.28 | 239.09 | 202.46 | 195.97 |
| F-1 Factory and industrial, moderate hazard                | 160.20 | 152.78 | 143.34 | 138.64 | 123.55 | 117.41 | 132.48 | 102.44 | 95.93  |
| F-2 Factory and industrial, low hazard                     | 159.20 | 151.78 | 143.34 | 137.64 | 123.55 | 116.41 | 131.48 | 102.44 | 94.93  |
| H-1 High Hazard, explosives                                | 149.46 | 142.04 | 133.60 | 127.90 | 114.12 | 106.97 | 121.74 | 93.00  | N.P.   |
| H234 High Hazard                                           | 149.46 | 142.04 | 133.60 | 127.90 | 114.12 | 106.97 | 121.74 | 93.00  | 85.50  |
| H-5 HPM                                                    | 289.51 | 279.23 | 269.21 | 257.82 | 235.42 | 227.07 | 247.91 | 210.39 | 200.78 |
| I-1 Institutional, supervised environment                  | 262.22 | 252.95 | 244.31 | 235.67 | 215.42 | 209.47 | 235.71 | 193.82 | 187.73 |
| I-2 Institutional, hospitals                               | 455.16 | 444.88 | 434.86 | 423.47 | 399.17 | N.P.   | 413.57 | 374.14 | N.P.   |
| I-2 Institutional, nursing homes                           | 315.97 | 303.75 | 293.73 | 282.34 | 261.43 | N.P.   | 272.44 | 236.40 | N.P.   |
| I-3 Institutional, restrained                              | 338.01 | 327.73 | 317.71 | 306.32 | 285.40 | 276.05 | 296.41 | 260.38 | 248.77 |
| I-4 Institutional, day care facilities                     | 262.22 | 252.95 | 244.31 | 235.67 | 215.42 | 209.47 | 235.71 | 193.82 | 187.73 |
| M Mercantile                                               | 203.29 | 195.21 | 186.69 | 178.98 | 163.28 | 157.64 | 170.06 | 142.09 | 136.24 |
| R-1 Residential, hotels                                    | 264.67 | 255.41 | 246.77 | 238.13 | 218.35 | 212.40 | 238.17 | 196.75 | 190.67 |
| R-2 Residential, multiple family                           | 221.32 | 212.06 | 203.42 | 194.78 | 175.96 | 170.01 | 194.82 | 154.36 | 148.28 |
| R-3 Residential, one- and two-family c                     | 209.61 | 203.74 | 198.94 | 195.12 | 188.41 | 181.45 | 191.77 | 175.86 | 165.67 |
| R-4 Residential, care/assisted living facilities           | 262.22 | 252.95 | 244.31 | 235.67 | 215.42 | 209.47 | 235.71 | 193.82 | 187.73 |
| S-1 Storage, moderate hazard                               | 148.46 | 141.04 | 131.60 | 126.90 | 112.12 | 105.97 | 120.74 | 91.00  | 84.50  |
| S-2 Storage, low hazard                                    | 147.46 | 140.04 | 131.60 | 125.90 | 112.12 | 104.97 | 119.74 | 91.00  | 83.50  |
| U Utility, miscellaneous a                                 | 114.09 | 107.37 | 99.89  | 95.60  | 85.13  | 79.54  | 90.99  | 67.39  | 64.19  |

- Private Garages use Utility, miscellaneous
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$31.50 per sq. ft.
- Valuation - Footing/foundation only permit may deduct 90%; Shell only building permit may deduct 50% if known occupancy -or- if unknown occupancy may use S-2 deduct 20%. Permit valuation may be based on contract amount with verifiable executed contract documents being provided for review and confirmation prior to permit issuance



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** amending the schedule of charges and fees for certain fire department permit activities as authorized by the City of Ankeny, Iowa Municipal Code.

ORIGINATING DEPARTMENT

Fire

COUNCIL GOAL

Deliver Exceptional Service

ACTION REQUESTED

Resolution

LEGAL

EXECUTIVE SUMMARY

Fire Department permit and inspection fees are reviewed annually and were last updated in 2022.

CITY MANAGER/STAFF RECOMMENDATIONS:

Staff recommends adoption of the amended schedule of charges and fees.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Resolution





## RESOLUTION

### RESOLUTION AMENDING THE SCHEDULE OF CHARGES AND FEES FOR CERTAIN FIRE DEPARTMENT PERMIT ACTIVITIES AS AUTHORIZED BY THE CITY OF ANKENY, IOWA MUNICIPAL CODE

---

**WHEREAS**, Chapter 180 of the Ankeny Municipal Code regulates the fire code and provides for the charges and fees for permits and inspections to be set forth by resolution; and

**WHEREAS**, City of Ankeny staff has recommended that the following charges and fees for permits and inspections be amended, added or removed from the existing schedule approved by Resolution 2022-150, effective July 1, 2025.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA:** that effective July 1, 2025, the following schedule of charges and fees shall apply for certain fire code permit activities and inspections:

#### Fire Protection System Permit Fee Schedule

|          |                                                       |
|----------|-------------------------------------------------------|
| \$150.00 | Modification to Fire Sprinkler System 1 - 20 heads    |
| \$250.00 | Modification to Fire Sprinkler System > 20 heads      |
| \$250.00 | Fire Pumps                                            |
| \$250.00 | Fire Alarm System 0 - 12,000 square feet              |
| \$150.00 | Fire Alarm Modification 1-10 devices                  |
| \$250.00 | Fire Alarm Modification >10 devices                   |
| \$150.00 | Alternative Fire Extinguishing Systems (Each System)  |
| \$150.00 | Alternative Fire Extinguishing Systems (Modification) |
| \$150.00 | Spray Booth/Room (Each)                               |
| \$150.00 | Commercial Kitchen Hood System (Per Hood)             |

#### Construction Permit Fee Schedule

|          |                                               |
|----------|-----------------------------------------------|
| \$100.00 | <del>Flammable liquid tanks (Temporary)</del> |
| \$150.00 | Flammable/Combustible liquid tanks            |
| N/A      | <del>LP Tank 0-100 Gal (Temporary)</del>      |
| \$150.00 | LP Tank 101 - 500 Gal<br>(Temporary)          |
| \$250.00 | LP Tank 501 – 1000 Gal<br>(Temporary)         |
| \$100.00 | Spray Booths (Each)                           |

#### Operational Permits

|          |                                                                                 |
|----------|---------------------------------------------------------------------------------|
| \$150.00 | Operational Permits as outlined in<br>Section 180.09 of the Fire Code Ordinance |
|----------|---------------------------------------------------------------------------------|

|          |                             |
|----------|-----------------------------|
| \$100.00 | Exhibits & Trades Shows     |
| \$100.00 | Carnivals & Fairs           |
| \$100.00 | Cutting/Welding/Hot work    |
| \$100.00 | Fireworks Displays IFC 1.4G |
| \$150.00 | Fireworks Displays IFC 1.3G |
| \$100.00 | Burning Permit              |

Annual Fire Inspection (Licensed Facilities)

**PASSED AND APPROVED** this 21st day of April 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Yuska, City Clerk



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** amending the schedule of charges and fees for certain fire and emergency medical services as authorized by the City of Ankeny, Iowa Municipal Code.

ORIGINATING DEPARTMENT  
Fire

COUNCIL GOAL  
Deliver Exceptional Service

ACTION REQUESTED  
Resolution  
LEGAL

EXECUTIVE SUMMARY

The Fire Department is recommending amending the schedule of changes and fees to include a Lift Assist Fee, Non-Emergent Transport Fee, Fire Response Fee, and Extrication Fee.

**LIFT ASSIST AND NON-EMERGENT TRANSPORT FEES**

It is the Ankeny Fire Department's recommendation that the City of Ankeny implement, as part of their fee schedule, a new "Lift Assist Fee" to combat the issue of providing services to facilities where staffing is provided as part of their paid service (i.e. Assisted Living, Nursing Care, and Memory Care) and for private residences, as well as independent living facilities when they have required three or more calls for service in a 12-month period (based on a 12-month period). In addition, it is also a recommendation to implement a facility non-emergent transport fee to combat the use of 911 for non-emergent transfers to facilities that do not normally require an advanced life support ambulance.

**Facility** = A facility that provides staffing as part of their service or fee to a tenant. \$500 per incident.

1. Assisted Living Facility, Nursing Care, Memory Care
2. The facility receives the fee and incurs the cost.

**Resident** = A residence or a facility where staffing is not available nor is paid for as part of their contract. \$150 per incident for three or more calls in a 12-month period.

1. Private single or multifamily dwelling, townhome, apartment or independent living in a commercial facility.
2. The resident receives the fee and incurs the cost.

### **COST RECOVERY FEES**

It is the Ankeny Fire Department's recommendation that the City of Ankeny implement, as part of their fee schedule, a new "Cost Recovery Fee" for fire department services related to specific calls for service types.

#### **Fire Response Fees**

A standard fee will be charged for any fire department response to a fire incident. This fee will cover the initial firefighting efforts, including labor, equipment, and fuel. Fees will be based on the type and size of the fire, the number of personnel required, and the type of equipment deployed.

- **Small Fires:** A flat fee will be charged for minor fires (e.g., residential fires, small brush fires, vehicle fires) that require the use of a firefighting attack line to suppress the fire within an hour. \$500 per incident.
- **Large Fires:** A fee structure will apply for larger fires (e.g., commercial, storage, large commercial vehicles or complex fires) that require the use of multiple fire companies to suppress with increasing costs based on the severity and resources needed for suppression. Follow the Iowa Fire Service Annual Hazardous Materials Response Fee Structure.

#### **Extrication Fees**

A standard fee will be applied to motor vehicle accidents where the fire department is called to extricate individuals from a vehicle and complex rescues requiring special equipment and training. This fee will cover the basic response costs, including personnel, equipment, and fuel used during the operation.

- **Minor Extrication:** A flat fee will be charged for incidents requiring basic extrication services, where no advanced or heavy-duty equipment is needed (e.g., simple door removal, roof removal with standard extrication tools) and is completed within an hour. \$500 per incident.
- **Major Extrication:** For complex accidents requiring advanced equipment (e.g., hydraulic rescue tools, airbags, cutting tools, ropes, rigging or shoring) and the use of multiple fire companies to complete the extrication/rescue, a tiered fee will apply based on the complexity of the operation. Follow the Iowa Fire Service Annual Hazardous Materials Response Fee Structure.

#### **CITY MANAGER/STAFF RECOMMENDATIONS:**

Staff recommends adoption of the amended schedule of charges and fees.

#### **PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)**

#### **FISCAL IMPACT**

#### **PUBLIC OUTREACH EFFORTS**

## ACTION REQUESTED

## ATTACHMENTS

1. Resolution
2. Iowa Fire Service Annual Hazardous Materials Response Fee Structure

## RESOLUTION

### RESOLUTION AMENDING THE SCHEDULE OF CHARGES AND FEES FOR CERTAIN FIRE AND EMERGENCY MEDICAL SERVICES AS AUTHORIZED BY THE CITY OF ANKENY, IOWA MUNICIPAL CODE

---

**WHEREAS**, Chapter 36.11, 36.12, and 38.02 of the Ankeny Municipal Code provides for the charges and fees for fire, emergency medical services, and false alarms to be set forth by resolution; and

**WHEREAS**, City of Ankeny staff has recommended that the following charges and fees for fire, emergency medical services, and false alarms be added to the existing schedule approved by Resolution 2024-168, effective July, 1, 2025, and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA:** that effective July 1, 2025, the following items will be added to the schedule of charges and fees for fire, emergency medical services, and false alarms:

#### Schedule of Charges and Fees

|                                                                     |                                                                          |
|---------------------------------------------------------------------|--------------------------------------------------------------------------|
| Non-Emergent Transport Fee – Facility per Incident                  | \$500                                                                    |
| Lift Assist – Facility per Incident                                 | \$500                                                                    |
| Lift Assist – Private Resident (first two in a 12-month period)     | No Charge                                                                |
| Lift Assist – Private Resident (three or more in a 12-month period) | \$150                                                                    |
| Small Fires                                                         | \$500                                                                    |
| Large Fires                                                         | Iowa Fire Service Annual<br>Hazardous Materials<br>Response Fee Schedule |
| Minor Extrication                                                   | \$500                                                                    |
| Major Extrication                                                   | Iowa Fire Service Annual<br>Hazardous Materials<br>Response Fee Schedule |

**PASSED AND APPROVED** this 21st day of April 2025.

---

Bobbi B. Bentz, Mayor

**ATTEST:**

---

Michelle Yuska, City Clerk



**Iowa Fire Service**  
**Annual Hazardous Materials Response Fee Structure**  
**Calendar Year 2025**

| <b>Category</b>                           | <b>Examples</b>                                                           | <b>Hourly Cost*</b>                                 |
|-------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------|
| Heavy Response Apparatus with 4 personnel | Engine, ladder, heavy rescue, etc.                                        | \$377.42                                            |
| Light Response Apparatus with 2 personnel | Tanker, brush truck, ambulance, staff car, etc.                           | \$300.79                                            |
| Extra Response Personnel                  |                                                                           | \$29.09                                             |
| Expended Materials                        | Foam, containment booms, sand, absorbent, etc.                            | Replacement cost, including shipping.               |
| Equipment Repair and/or Cleaning          | Personal protective equipment, hose, nozzles; apparatus, etc.             | Cost (parts plus labor), including shipping.        |
| Damaged Equipment and/or Property         | May include injury to, destruction of, or loss of natural resources, etc. | Replacement and/or repair cost, including shipping. |
| Other                                     | Contracted services, contracted equipment, evacuation of people, etc.     | Billed as used.                                     |

\*Minimum of one hour. Billed in 15-minutes increments beyond the first hour.

This fee structure will be updated in January of each year according to the CPI-U, US City Average, All Items, 12-month percentage change for the period ending in October of the preceding year. (Reference: <http://www.bls.gov/cpi/>)

**References:**

- Hazardous Materials Response Billing Protocol for Iowa Fire Departments, Authored by Iowa Firemen's Association and the Iowa Hazardous Materials Taskforce, December 2002.
- Iowa Code 455B.392

**Supporting Fire Service Organizations:**

Iowa Firefighter's Association  
Iowa Fire Chief's Association  
Iowa Association of Professional Fire Chiefs  
Iowa Hazardous Materials Task Force



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** approving amendment to fiscal year 2025 fund transfers.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

Administrative Rules Code 545-2.5 requires all transfers of funds from one budgeted fund to another budgeted fund be approved by resolution. The City approves fund transfers in the adoption of the annual budget and subsequent budget amendments. Fund transfers were approved as part of the FY 2025 Budget adopted on April 15, 2024 and FY 2025 Budget Amendment adopted on April 21, 2025.

The fiscal year 2025 fund transfers resolution is being amended due to the FY 2025 Budget Amendment adopted on April 21, 2025, in order to maintain compliance with Administrative Rules Code 545-2.5.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend approving amendment to fiscal year 2025 fund transfers.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

## ACTION REQUESTED

## ATTACHMENTS

1. Resolution
2. Exhibit A

## RESOLUTION

### A RESOLUTION APPROVING AMENDMENT TO FISCAL YEAR 2025 FUND TRANSFERS

---

**WHEREAS**, the City of Ankeny, Iowa approves fund transfers in the adoption of the annual budget and subsequent budget amendments, and

**WHEREAS**, the City Council approved fund transfers as part of the FY 2025 Budget adopted on April 15, 2024 and FY 2025 Budget Amendment adopted on April 21, 2025, and

**WHEREAS**, Administrative Rules Code 545-2.5 requires all transfers of funds from one budgeted fund to another budgeted fund be approved by resolution, and

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Ankeny, Iowa, that fund transfers are hereby approved by resolution as outlined in Exhibit A.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

---

**Bobbi B. Bentz, Mayor**

**ATTEST:**

---

**Michelle Yuska, City Clerk**

## Exhibit A

### Amended FY 2025 Fund Transfers

| Transfer Out                 | Fund | Transfer In           | Fund | Amount               | Purpose                                                                                               |
|------------------------------|------|-----------------------|------|----------------------|-------------------------------------------------------------------------------------------------------|
| General Fund                 | 100  | Hotel/Motel Tax Fund  | 233  | \$ 2,644,000         | To account for hotel/motel tax revenues and their subsequent disbursement                             |
| General Fund                 | 100  | Debt Service Fund     | 300  | 87,350               | G.O. Bond Debt Service Abatement                                                                      |
| General Fund                 | 100  | Capital Projects Fund | 997  | 2,150,000            | Capital Projects Reserve                                                                              |
| Hotel/Motel Tax Fund         | 233  | General Fund          | 100  | 20,000               | Beats and Eats                                                                                        |
| Hotel/Motel Tax Fund         | 233  | General Fund          | 100  | 225,000              | Prairie Ridge Sports Complex O&M                                                                      |
| Hotel/Motel Tax Fund         | 233  | General Fund          | 100  | 40,000               | Summerfest                                                                                            |
| Hotel/Motel Tax Fund         | 233  | Road Use Tax Fund     | 260  | 8,000                | Summerfest                                                                                            |
| Hotel/Motel Tax Fund         | 233  | Water Fund            | 510  | 1,000                | Summerfest                                                                                            |
| Hotel/Motel Tax Fund         | 233  | Sewer Fund            | 550  | 1,000                | Summerfest                                                                                            |
| Hotel/Motel Tax Fund         | 233  | Capital Projects Fund | 902  | 133,500              | Prairie Ridge Sports Complex Softball Batting Cage Replacement                                        |
| Hotel/Motel Tax Fund         | 233  | Capital Projects Fund | 990  | 100,000              | High Trestle Trail Experience Park                                                                    |
| Road Use Tax Fund            | 260  | Debt Service Fund     | 300  | 87,750               | G.O. Bond Debt Service Abatement                                                                      |
| Road Use Tax Fund            | 260  | Capital Projects Fund | 936  | 200,000              | Annual Sidewalk/Trail Construction Program                                                            |
| Tax Increment Financing Fund | 280  | Debt Service Fund     | 300  | 6,360,900            | G.O. Bond Debt Service Abatement                                                                      |
| Employee Benefits Fund       | 292  | General Fund          | 100  | 1,075,957            | Employee Benefits                                                                                     |
| Landfill Postclosure Fund    | 295  | Solid Waste Fund      | 500  | 7,500                | John Deere Des Moines Works' share of maintenance activities at the remediated landfill               |
| Park Dedication Fund         | 440  | Capital Projects Fund | 973  | 100,000              | Annual Park Development Program                                                                       |
| Water Fund                   | 510  | General Fund          | 100  | 450,000              | Administrative Costs                                                                                  |
| Water Fund                   | 510  | Debt Service Fund     | 300  | 87,750               | G.O. Bond Debt Service Abatement                                                                      |
| Water Fund                   | 510  | Storm Water Fund      | 695  | 195,000              | SE 3rd Street Area Trunk Storm Sewer Improvements                                                     |
| Water Fund                   | 510  | Storm Water Fund      | 699  | 461,666              | SW Des Moines Street Utility Improvements                                                             |
| Water Fund                   | 510  | Capital Projects Fund | 949  | 160,000              | North Ankeny Boulevard Improvements - 1st Street to 11th Street                                       |
| Sewer Fund                   | 550  | General Fund          | 100  | 450,000              | Administrative Costs                                                                                  |
| Sewer Fund                   | 550  | Debt Service Fund     | 300  | 87,750               | G.O. Bond Debt Service Abatement                                                                      |
| Sewer Fund                   | 550  | Storm Water Fund      | 699  | 461,667              | SW Des Moines Street Utility Improvements                                                             |
| Storm Water Fund             | 580  | Debt Service Fund     | 300  | 1,730,555            | G.O. Bond Debt Service Abatement                                                                      |
| Storm Water Fund             | 680  | Capital Projects Fund | 916  | 350,000              | Annual Street Replacement Program                                                                     |
| Capital Projects Fund        | 900  | Water Fund            | 635  | 375,000              | SW Walnut Street and SW Ordinance Road Water Main Improvements, including Uptown Parking Improvements |
| Total:                       |      |                       |      | <u>\$ 18,051,345</u> |                                                                                                       |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** approving fiscal year 2026 fund transfers.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

Administrative Rules Code 545-2.5 requires all transfers of funds from one budgeted fund to another budgeted fund be approved by resolution. The City approves fund transfers in the adoption of the annual budget and subsequent budget amendments. Fund transfers were approved as part of the FY 2026 Budget adopted on April 21, 2025.

The fiscal year 2026 funds transfer resolution is being approved due to the adoption of the FY 2026 Budget on April 21, 2025, in order to maintain compliance with Administrative Rules Code 545-2.5.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend approving fiscal year 2026 fund transfers.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

## ATTACHMENTS

1. Resolution
2. Exhibit A



## RESOLUTION

### A RESOLUTION APPROVING FISCAL YEAR 2026 FUND TRANSFERS

---

**WHEREAS**, the City of Ankeny, Iowa approves fund transfers in the adoption of the annual budget and subsequent budget amendments, and

**WHEREAS**, the City Council approved fund transfers as part of the FY 2026 Budget adopted on April 21, 2025, and

**WHEREAS**, Administrative Rules Code 545-2.5 requires all transfers of funds from one budgeted fund to another budgeted fund be approved by resolution, and

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Ankeny, Iowa, that fund transfers are hereby approved by resolution as outlined in Exhibit A.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

---

**Bobbi B. Bentz, Mayor**

**ATTEST:**

---

**Michelle Yuska, City Clerk**

## Exhibit A

### FY 2026 Fund Transfers

| Transfer Out                 | Fund | Transfer In           | Fund | Amount               | Purpose                                                                                 |
|------------------------------|------|-----------------------|------|----------------------|-----------------------------------------------------------------------------------------|
| General Fund                 | 100  | Hotel/Motel Tax Fund  | 233  | \$ 2,362,000         | To account for hotel/motel tax revenues and their subsequent disbursement               |
| General Fund                 | 100  | Debt Service Fund     | 300  | 83,850               | G.O. Bond Debt Service Abatement                                                        |
| General Fund                 | 100  | Capital Projects Fund | 997  | 1,150,000            | Capital Projects Reserve                                                                |
| Hotel/Motel Tax Fund         | 233  | General Fund          | 100  | 20,000               | Beats and Eats                                                                          |
| Hotel/Motel Tax Fund         | 233  | General Fund          | 100  | 235,000              | Prairie Ridge Sports Complex O&M                                                        |
| Hotel/Motel Tax Fund         | 233  | General Fund          | 100  | 43,000               | Summerfest                                                                              |
| Hotel/Motel Tax Fund         | 233  | Road Use Tax Fund     | 260  | 9,000                | Summerfest                                                                              |
| Hotel/Motel Tax Fund         | 233  | Water Fund            | 510  | 1,000                | Summerfest                                                                              |
| Hotel/Motel Tax Fund         | 233  | Sewer Fund            | 550  | 1,000                | Summerfest                                                                              |
| Hotel/Motel Tax Fund         | 233  | Capital Projects Fund | 906  | 306,000              | Prairie Ridge Sports Complex Baseball Infield Reconstruction                            |
| Road Use Tax Fund            | 260  | Debt Service Fund     | 300  | 87,583               | G.O. Bond Debt Service Abatement                                                        |
| Road Use Tax Fund            | 260  | Capital Projects Fund | 907  | 800,000              | Public Works Satellite Salt Storage Facility                                            |
| Road Use Tax Fund            | 260  | Capital Projects Fund | 936  | 200,000              | Annual Sidewalk/Trail Construction Program                                              |
| Tax Increment Financing Fund | 280  | General Fund          | 100  | 2,716                | TIF Legal Fees                                                                          |
| Tax Increment Financing Fund | 280  | Debt Service Fund     | 300  | 6,051,423            | G.O. Bond Debt Service Abatement                                                        |
| Employee Benefits Fund       | 292  | General Fund          | 100  | 1,831,719            | Employee Benefits                                                                       |
| Landfill Postclosure Fund    | 295  | Solid Waste Fund      | 500  | 15,000               | John Deere Des Moines Works' share of maintenance activities at the remediated landfill |
| Park Dedication Fund         | 440  | Capital Projects Fund | 973  | 100,000              | Annual Park Development Program                                                         |
| Water Fund                   | 510  | General Fund          | 100  | 477,000              | Administrative Costs                                                                    |
| Water Fund                   | 510  | Debt Service Fund     | 300  | 87,583               | G.O. Bond Debt Service Abatement                                                        |
| Water Fund                   | 510  | Storm Water Fund      | 699  | 313,333              | SW Des Moines Street Utility Improvements                                               |
| Water Fund                   | 510  | Capital Projects Fund | 886  | 1,000,000            | South Ankeny Boulevard Improvements - SE Peterson Drive to 1st Street                   |
| Sewer Fund                   | 550  | General Fund          | 100  | 477,000              | Administrative Costs                                                                    |
| Sewer Fund                   | 550  | Debt Service Fund     | 300  | 87,583               | G.O. Bond Debt Service Abatement                                                        |
| Sewer Fund                   | 550  | Storm Water Fund      | 699  | 313,334              | SW Des Moines Street Utility Improvements                                               |
| Sewer Fund                   | 550  | Capital Projects Fund | 886  | 1,000,000            | South Ankeny Boulevard Improvements - SE Peterson Drive to 1st Street                   |
| Storm Water Fund             | 580  | Debt Service Fund     | 300  | 2,126,628            | G.O. Bond Debt Service Abatement                                                        |
| Special Assessments Fund     | 824  | Capital Projects Fund | 932  | 200,000              | NW 36th Street Reconstruction - NW Irvinedale Drive to NW Abilene Road                  |
| Capital Projects Fund        | 900  | Storm Water Fund      | 681  | 505,000              | NW 17th Street Storm Sewer and Pavement Improvements                                    |
| Total:                       |      |                       |      | <u>\$ 19,886,752</u> |                                                                                         |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** establishing the hotel/motel tax distribution for fiscal year 2026.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

The attached Hotel/Motel Tax Distribution Schedule establishes the City Council's distribution plan for fiscal year 2026.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting resolution establishing the hotel/motel tax distribution for fiscal year 2026.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

The hotel/motel tax fund was reviewed at the budget workshop on February 24, 2025.

FISCAL IMPACT

Fiscal year 2026 expenditures and transfers out total \$2,455,989, with contributions to various cultural and economic development efforts in the Des Moines area and locally.

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Resolution
2. Hotel/Motel Tax Distribution Schedule

## **RESOLUTION**

### **A RESOLUTION ESTABLISHING THE HOTEL/MOTEL TAX DISTRIBUTION FOR FISCAL YEAR 2026**

---

**WHEREAS**, the City Council of the City of Ankeny, Iowa, has reviewed and approved the operating budget for Fiscal Year 2026; and

**WHEREAS**, hotel/motel tax receipts are required to be expended in accordance with the laws of the State of Iowa; and

**WHEREAS**, the City Council has reviewed all commitments, uses and organizational needs for the distribution of such hotel/motel tax receipts; and

**WHEREAS**, the City Council has determined its priorities for the use of such hotel/motel tax receipts; and

**WHEREAS**, the City Council desires to establish by resolution the distribution of such funds to each commitment, use and organizational need.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA, THAT:**

1. The attached "Hotel/Motel Tax Distribution Schedule" shall be and is hereby adopted as the City Council's distribution plan for Fiscal Year 2026.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

\_\_\_\_\_  
**Bobbi B. Bentz, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michelle Yuska, City Clerk**

### Hotel/Motel Tax Distribution Schedule

|                                                                | 2021-22<br>Actual   | 2022-23<br>Actual   | 2023-24<br>Actual   | 2024-25<br>Budget   | 2024-25<br>Revised  | 2025-26<br>Budget   |
|----------------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Revenue</b>                                                 |                     |                     |                     |                     |                     |                     |
| Balance Forward                                                | \$ 376,025          | \$ 385,264          | \$ 578,066          | \$ 791,944          | \$ 787,540          | \$ 946,907          |
| Forgivable Loan Repayment                                      | 2,000               | 2,000               | -                   | -                   | -                   | -                   |
| Hotel/Motel Tax                                                | 1,527,170           | 2,119,476           | 2,120,556           | 2,277,000           | 2,644,000           | 2,362,000           |
| Interest                                                       | 665                 | 17,235              | 45,642              | 31,000              | 61,000              | 51,000              |
| <b>Total Revenue Available</b>                                 | <b>\$ 1,905,860</b> | <b>\$ 2,523,975</b> | <b>\$ 2,744,264</b> | <b>\$ 3,099,944</b> | <b>\$ 3,492,540</b> | <b>\$ 3,359,907</b> |
| <b>Chapter 423A.7.a - Appropriations</b>                       |                     |                     |                     |                     |                     |                     |
| <b>Cultural and Entertainment Facilities</b>                   |                     |                     |                     |                     |                     |                     |
| Beats and Eats                                                 | \$ 15,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           |
| Bravo Greater Des Moines                                       | 480,030             | 605,565             | 605,873             | 650,571             | 755,429             | 674,857             |
| <b>Recreation</b>                                              |                     |                     |                     |                     |                     |                     |
| High Trestle Trail Experience Park                             | 200,000             | 300,000             | 293,000             | -                   | 100,000             | -                   |
| Prairie Ridge Sports Complex O & M                             | 200,000             | 205,000             | 215,000             | 225,000             | 225,000             | 235,000             |
| Prairie Ridge Sports Complex Softball Batting Cage Replacement | -                   | -                   | -                   | -                   | 133,500             | -                   |
| Prairie Ridge Sports Complex Baseball Infield Reconstruction   | -                   | -                   | -                   | -                   | -                   | 306,000             |
| <b>Tourism and Convention Business</b>                         |                     |                     |                     |                     |                     |                     |
| Ankeny Chamber of Commerce                                     | 35,000              | 35,000              | 35,000              | 35,000              | 35,000              | 35,000              |
| Des Moines Airport Authority                                   | -                   | -                   | -                   | 336,775             | 336,775             | 336,775             |
| Greater Des Moines Convention & Visitors Bureau                | 480,030             | 605,565             | 605,873             | 650,571             | 755,429             | 674,857             |
| Sister Cities                                                  | 1,122               | 967                 | 656                 | 2,000               | 2,000               | 2,000               |
| <b>Total Chapter 423A.7.a - Appropriations</b>                 | <b>\$ 1,411,182</b> | <b>\$ 1,772,097</b> | <b>\$ 1,775,402</b> | <b>\$ 1,919,917</b> | <b>\$ 2,363,133</b> | <b>\$ 2,284,489</b> |
| <b>Chapter 423A.7.b - Appropriations</b>                       |                     |                     |                     |                     |                     |                     |
| <b>Ankeny Based Organizations</b>                              |                     |                     |                     |                     |                     |                     |
| Ankeny Art Center                                              | \$ -                | \$ 16,593           | \$ -                | \$ -                | \$ -                | \$ -                |
| Ankeny Business & Industry Collaborative                       | 2,500               | 2,500               | 2,500               | 2,500               | 2,500               | 2,500               |
| Ankeny Summerfest (in-kind contribution)                       | 12,838              | 54,630              | 38,988              | 48,000              | 50,000              | 54,000              |
| Uptown Ankeny Association                                      | -                   | 1,000               | 1,000               | 1,000               | 1,000               | 1,000               |
| <b>Economic Development</b>                                    |                     |                     |                     |                     |                     |                     |
| Greater Des Moines Partnership                                 | 30,000              | 30,000              | 36,000              | 36,000              | 36,000              | 36,000              |
| <b>Organization Operations</b>                                 |                     |                     |                     |                     |                     |                     |
| Intern Program                                                 | 26,325              | 42,053              | 45,921              | 56,000              | 56,000              | 56,000              |
| <b>Miscellaneous Allocations</b>                               |                     |                     |                     |                     |                     |                     |
| Community Entrance Signage                                     | -                   | -                   | 2,000               | 100,000             | -                   | -                   |
| High Trestle Trail Joint Public Service Agreement              | -                   | 5,000               | -                   | 5,000               | 10,000              | 5,000               |
| High Trestle Trail Park and Greenway Master Plan               | 15,000              | -                   | -                   | -                   | -                   | -                   |
| Library Holiday Lighting                                       | 9,011               | -                   | -                   | 5,000               | -                   | -                   |
| Mayor's Tree Lighting                                          | 11,940              | 10,549              | 10,807              | 15,000              | 15,000              | 15,000              |
| Northwest Water Tower Design                                   | -                   | -                   | 7,000               | -                   | -                   | -                   |
| Ragbrai (direct expenses)                                      | -                   | -                   | 35,206              | -                   | -                   | -                   |
| Sesquicentennial (donation & in-kind contribution)             | -                   | -                   | -                   | 10,000              | 10,000              | -                   |
| Uptown Streetscape Plan                                        | -                   | 9,587               | -                   | -                   | -                   | -                   |
| Other Miscellaneous Allocations                                | 1,800               | 1,900               | 1,900               | 2,000               | 2,000               | 2,000               |
| <b>Total Chapter 423A.7.b - Appropriations</b>                 | <b>\$ 109,414</b>   | <b>\$ 173,812</b>   | <b>\$ 181,322</b>   | <b>\$ 280,500</b>   | <b>\$ 182,500</b>   | <b>\$ 171,500</b>   |
| <b>Total of All Appropriations</b>                             | <b>\$ 1,520,596</b> | <b>\$ 1,945,909</b> | <b>\$ 1,956,724</b> | <b>\$ 2,200,417</b> | <b>\$ 2,545,633</b> | <b>\$ 2,455,989</b> |
| <b>Unappropriated Fund Balance</b>                             | <b>\$ 385,264</b>   | <b>\$ 578,066</b>   | <b>\$ 787,540</b>   | <b>\$ 899,527</b>   | <b>\$ 946,907</b>   | <b>\$ 903,918</b>   |



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** establishing charges for curbside recycling services for the City of Ankeny, Iowa, effective July 1, 2025.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Resolution  
LEGAL  
No review required

EXECUTIVE SUMMARY

The curbside recycling services fee will increase \$0.06 from \$4.58 to \$4.64 per household per month, effective July 1, 2025. This adjustment reflects a rate increase from Metro Waste Authority for curbside recycling services.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting resolution establishing charges for curbside recycling services for the City of Ankeny, Iowa, effective July 1, 2025.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

The annual cost of curbside recycling services will increase from \$54.96 to \$55.68, an increase of \$0.72 or 1.31%.

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED



## ATTACHMENTS

1. Resolution

**RESOLUTION**

**A RESOLUTION ESTABLISHING CHARGES FOR CURBSIDE RECYCLING SERVICES FOR THE  
CITY OF ANKENY, IOWA, EFFECTIVE JULY 1, 2025**

---

**WHEREAS**, the City of Ankeny, Iowa has established curbside recycling services for residents of the city, and

**WHEREAS**, Section 113.03(4) of the Municipal Code authorizes the City Council to establish fees for said services by resolution, and

**WHEREAS**, the City has incurred additional costs for the providing of curbside recycling services through the Curb It! program and the City Council desires to establish and/or reestablish the fees charged for these services.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa, that the following charges be imposed:

|                             |        |
|-----------------------------|--------|
| Curbside Recycling Services | \$4.64 |
|-----------------------------|--------|

**NOW, THEREFORE, BE IT FURTHER RESOLVED** by the City Council of the City of Ankeny, Iowa, that the above service charges be accepted and made effective with all bills due and payable on or after July 1, 2025.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

\_\_\_\_\_  
**Bobbi B. Bentz, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michelle Yuska, City Clerk**



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** adopting a schedule of fees and charges for certain police department services of the City of Ankeny, Iowa.

ORIGINATING DEPARTMENT

Police

COUNCIL GOAL

Deliver Exceptional Service

ACTION REQUESTED

Resolution

LEGAL

No review required

EXECUTIVE SUMMARY

This action will codify the fee schedule for alarm permits and false alarm fees administered by the police department in accordance with Ankeny Municipal Code Chapter 135.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting a schedule of fees for certain police department services of the City of Ankeny, Iowa.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

ATTACHMENTS

1. Resolution



## RESOLUTION

### A RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES FOR CERTAIN POLICE DEPARTMENT SERVICES OF THE CITY OF ANKENY, IOWA

**WHEREAS**, the City Council desires to establish a schedule of fees for certain police department services by resolution; and

**WHEREAS**, the City Council supports the annual review of fees to ensure that fees are appropriate for the services provided, and

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that effective July 1, 2025, the following schedule of fees shall apply for certain police department services:

|                                                                    |          |
|--------------------------------------------------------------------|----------|
| New alarm permit                                                   | \$25.00  |
| New alarm permit – late registration penalty                       | \$50.00  |
| Renewal alarm permit                                               | \$15.00  |
| Renewal alarm permit – late registration penalty                   | \$25.00  |
| Alarm system with a duress, one-plus duress, or holdup alarm       | \$25.00  |
| 4 <sup>th</sup> false alarm per 365-day period                     | \$50.00  |
| 5 <sup>th</sup> false alarm per 365-day period                     | \$75.00  |
| 6 <sup>th</sup> and subsequent false alarm per 365-day period      | \$100.00 |
| Business employee causes a false alarm                             | \$50.00  |
| Business employee knowingly makes false statements                 | \$200.00 |
| Business failure to verify alarm before contacting law enforcement | \$100.00 |
| False alarm education program fee                                  | \$10.00  |

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

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Bobbi B. Bentz, Mayor

Attest:

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Michelle Yuska, City Clerk



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** adopting a schedule of permit fees for construction site erosion and sediment control as authorized by the City of Ankeny, Iowa, Municipal Code.

ORIGINATING DEPARTMENT

Public Works

COUNCIL GOAL

Deliver Exceptional Service

ACTION REQUESTED

Resolution

LEGAL

No review required

EXECUTIVE SUMMARY

The City's Construction Site Erosion and Sediment Control (COSESCO) permit fees were last adjusted in March 2020. The updated permit fees are consistent with similar permit fees of the City's peer communities within the Des Moines metro area and Iowa. These changes are effective July 1, 2025.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend adopting a schedule of permit fees for construction site erosion and sediment control as authorized by the City of Ankeny, Iowa, Municipal Code.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

## ATTACHMENTS

### 1. Resolution

## **RESOLUTION**

### **A RESOLUTION ADOPTING A SCHEDULE OF PERMIT FEES FOR CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL AS AUTHORIZED BY THE CITY OF ANKENY, IOWA, MUNICIPAL CODE**

**WHEREAS**, the City of Ankeny has adopted an ordinance regulating and establishing permits for Construction Site Erosion and Sediment Control; and

**WHEREAS**, said ordinance states that the permit fees shall be determined in accordance with an established fee schedule, which fee schedule may be modified with approval of the City Council; and

**WHEREAS**, the City of Ankeny staff has recommended that said fee schedule be established, with said fees being effective as of July 1, 2025:

1. \$300.00 plus \$75.00 per acre or portion thereof for sites one (1) acre or more in total size and therefore required by Iowa law to obtain a General Permit No. 2 from the IDNR;
2. \$200.00 for sites less than one (1) acre in total size.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Ankeny, Iowa, that the permit fee schedule shall be established as outlined in this Resolution.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

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Bobbi B. Bentz, Mayor

Attest:

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Michelle Yuska, City Clerk





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** authorizing the execution of an agreement, made pursuant to Iowa Code-Chapter 28E, between the City of Ankeny, Iowa and Bravo Greater Des Moines Inc. for the benefit of the cultural community.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL

ACTION REQUESTED  
Resolution  
LEGAL  
Legal Review Required

EXECUTIVE SUMMARY

The City of Ankeny, along with 16 other Des Moines area metro government entities, partner with Bravo Greater Des Moines Inc. (BRAVO) to support the collaboration and coordination of funding among cultural organizations of the Greater Des Moines area. Funding to BRAVO is primarily derived through hotel/motel tax revenues that each community receives in accordance with Chapter 423A of the Code of Iowa.

The 28E Agreement signed in 2012 between the City and BRAVO, outlines that the arranged payment to BRAVO be 2/7ths (or 28.57%) of Ankeny's collected hotel/motel tax. For Fiscal Year 2024, the total amount collected by the City in hotel/motel tax revenue was \$2,120,556, of which, \$605,873 was sent to BRAVO per the stipulations of the 28E agreement.

With recent legislative changes to the property tax system in Iowa, specifically limitations on property tax revenue growth imposed by House File 718, this necessitates a comprehensive review of the City's expenditures and revenue allocation strategies to ensure the City's long-term financial stability.

The proposal presented recommends amending the City's existing 28E agreement with BRAVO to reduce the City's allocation of hotel/motel tax revenue to BRAVO from 28.57% to 25%. This adjustment is projected to generate a notable increase in the City's available hotel/motel tax revenue that can be kept by the City, providing greater flexibility in funding cultural, economic development, and recreational projects in the city while still maintaining a significant level of support to advance regional cultural priorities.

### CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the 28E agreement with BRAVO Greater Des Moines, Inc., effective July 1, 2025.

### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

February 24, 2025 Council Action Planning Meeting; and April 7, 2025 City Council meeting.

### FISCAL IMPACT

While the proposed FY 2026 budget maintains the current 28.57% contribution level with Bravo, based on the FY 2024 hotel/motel revenue collected and allocated to Bravo, the allocation reduction from 28.57% to 25% would result in an approximate \$84,000 in hotel/motel tax revenue that can be kept by the city. This increased amount of revenue that can be kept by the City in its hotel/motel fund can be strategically allocated to offset potential budget shortfalls arising from the property tax limitations or be reinvested in other community priorities related to cultural, economic development, and recreational projects.

Current agreement – BRAVO contributions for FY2026 = \$674,857

Proposed agreement – BRAVO contributions for FY 2026 = \$590,500

Difference = \$84,357

It is important to note that the actual fiscal impact will be directly proportional to the annual hotel/motel tax revenue collected. Fluctuations in tourism and economic conditions will influence the exact amount of additional revenue generated. However, the proposed percentage reduction will consistently yield a greater share of these revenues for the city.

### PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

### ATTACHMENTS

1. Resolution - Agreement with BRAVO 2025 FINAL
2. BRAVO Agreement FINAL

**RESOLUTION 2025-**

**RESOLUTION AUTHORIZING THE AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT, MADE  
PURSUANT TO IOWA CODE-CHAPTER 28E, BETWEEN THE CITY OF ANKENY, IOWA AND BRAVO  
GREATER DES MOINES INC. FOR THE BENEFIT OF THE CULTURAL COMMUNITY**

**WHEREAS**, Bravo Greater Des Moines, Inc., an Iowa not-for-profit corporation, is organized for the purpose of assisting the cultural community of the Greater Des Moines area; and

**WHEREAS**, the City of Ankeny is part of a 28E Agreement with Bravo Des Moines, Inc; and

**WHEREAS**, the City of Ankeny values its partnerships with local organizations that provide essential services and contribute to the quality of life for its residents; and

**WHEREAS**, the enactment of HF 718 by the Iowa State Legislature imposes limitations on the amount of property tax revenue that municipalities, including the City of Ankeny, are permitted to collect; and

**WHEREAS**, this aforementioned state law necessitates a comprehensive review and potential adjustment of the City's budget, expenditures, and financial commitments to ensure continued fiscal responsibility and the sustainable provision of City services; and

**WHEREAS**, the City Council deems it necessary and in the best interest of the City of Ankeny and its residents to adjust the percentage of designated hotel/motel tax revenue allocated to Bravo Greater Des Moines, Inc. to align with current fiscal conditions and modify the Agreement accordingly.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Ankeny, Iowa that the Mayor or their designee is authorized to execute the proposed Amendment to the Intergovernmental 28E Agreement with Bravo Greater Des Moines, Inc. as presented.

**PASSED AND APPROVED** this 21st day of April, 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**AGREEMENT BETWEEN THE CITY OF ANKENY AND  
BRAVO GREATER DES MOINES, INC.**

This Agreement is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, (the "Execution Date") by and between the City of Ankeny (the "Ankeny"), and Bravo Greater Des Moines, Inc. ("Bravo") an Iowa not-for-profit corporation, pursuant to the provisions of Chapter 28E, Code of Iowa. The Agreement shall be effective with respect to Commitments beginning \_\_\_\_\_ 1, 2025 (the "Effective Date").

That inasmuch as Bravo is organized for the purpose of assisting the cultural community of Polk County and contiguous counties (the "Greater Des Moines Area") in providing an enriched quality of life by increasing cultural awareness, advocacy, and funding, as well as by fostering collaboration among cultural organizations.

That the City of Ankeny has as a goal the unification and coordination of monies for the use and benefit of the cultural community and specifically the cultural organizations eligible for funding by Bravo. The City of Ankeny is committed to the reasonable stewardship of monies for arts and cultural purposes.

That the City of Ankeny and Bravo entered into an Agreement effective July 1, 2005 for a three-year term, which agreement was filed in the Office of the Polk County Recorder commencing at Book 11471, Page 539-544 and was filed in the Iowa Secretary of State Office on April 12, 2006. The parties entered into a subsequent agreement effective July 1, 2008 for an additional three-year term which agreement was filed with the Iowa Secretary of State on August 21, 2008 and a subsequent agreement effective July 1, 2012 which agreement was filed with the Iowa Secretary of State on August 28, 2012. In order to continue the underlying purpose of such prior Agreement, the City of Ankeny and Bravo desire to enter into this Agreement to replace the prior Agreement as of the Effective Date.

That the City of Ankeny and Bravo agree as follows:

**I. DEFINITIONS**

- (1) "Hotel/Motel Tax" means a tax imposed in accordance with Chapter 423A of the Code of Iowa, 2023, or similar successor provisions.
- (2) "Hotel/Motel Tax Revenues" means the funds remitted to the City of Ankeny by the Treasurer of the State of Iowa from the local Transient Guest Tax Fund in accordance with provisions of Chapter 423A of the Code of Iowa, 2009, and the rules promulgated by the Director of the Iowa Department of Revenue thereunder, or similar successor provisions, representing the proceeds collected by the State of Iowa from the Hotel/Motel Tax imposed by the City of Ankeny.

## **II. PRE-CONDITIONS TO OBLIGATIONS OF THE CITY OF ANKENY**

The parties understand and intend that the City of Ankeny obligation to make the payments hereunder shall be limited to the Hotel/Motel tax revenues available to the City of Ankeny and shall not constitute legal indebtedness of the City of Ankeny within the meaning of any applicable constitutional or statutory debt limitation. In the event that any of the provisions of this Agreement are determined by a court of competent jurisdiction to create, will result in the creation of, such a legal indebtedness of the City of Ankeny, the enforcement of the payment provisions of this Agreement shall be suspended and the Agreement shall at all times be construed and applied in such a manner as will preserve the foregoing intent of the parties.

## **III. COVENANT FROM CITY OF ANKENY**

- (1) The City of Ankeny does hereby agree to pay Bravo, for the promotion of arts and cultural activities in the Greater Des Moines Area for the entire term of this Agreement and all extensions thereof, 25% of its Hotel/Motel Tax Revenues attributable after the Effective Date (the "Commitment") to be distributed and expended by Bravo in the manner set forth in this Agreement and the bylaws of Bravo.
- (2) The City of Ankeny shall take all action necessary to implement disbursement of the Commitment. Payment of the Commitment to Bravo shall be made no later than 30 days following the date on which the City receives the remittance of Hotel/Motel Tax Revenues.
- (3) If Chapter 423A of the Code of Iowa is amended to permit and the City of Ankeny subsequently imposes a Hotel/Motel Tax in excess of 7%, the Commitment shall be limited to 25% of Hotel/Motel Tax Revenues derived from the initial 7% of tax.

## **IV. PURPOSE**

The purpose of this Agreement is to facilitate and support the cultural community of the Greater Des Moines Area in providing an enriched quality of life by increasing cultural awareness, advocacy and funding as well as by fostering collaboration among cultural organizations and increasing stability of Bravo in carrying out its goals for the benefit of the Greater Des Moines Area. This Agreement is not intended to establish a separate legal entity.

## **V. ACCOUNTING OF BENEFITS**

- (1) Bravo shall administer the undertakings between the City of Ankeny and Bravo as described herein, and Bravo shall acquire, hold and disburse its assets, including the Commitment, in accordance with the purpose and terms stated herein and the governing documents of Bravo. Upon request, Bravo shall

provide to the City of Ankeny copies of the governing documents, including applicable bylaws and policy guidelines. The City of Ankeny hereby appoints its City Manager to administer this Agreement with Bravo, and Bravo hereby appoints its President to administer this Agreement with the City of Ankeny. Bravo shall post on its website and send via email to the City Manager or its designee advance notice of the time, location and agenda for its board meetings and shall provide minutes of action taken via email to the City Manager or its designee.

- (2) The City of Ankeny and Bravo acknowledge that Polk County and the communities within the Greater Des Moines Area that make payment commitments to Bravo (Polk County and the described communities are together the quote Participating Communities”) and not-for-profit cultural organizations within such Participating Communities may, as part of a cultural improvement capital campaign, apply for grant funding. Bravo shall establish a separate fund to provide matching funds to support the capital campaigns for cultural improvements of Participating Communities and of not-for-profit cultural organizations within such Participating Communities (the “Fund”). Bravo shall allocate a portion of the Commitment payments from all Participating Communities to create a minimum required balance of \$150,000 and \$450,000 in the Fund at the commencement of each fiscal year. In order to increase the amount of funding available for cultural improvement capital campaigns, an additional \$150,000 shall be added to the Fund each fiscal year provided that the Fund does not exceed and end of fiscal year balance of \$450,000. For a not-for-profit cultural organization to be eligible to receive a disbursement from the Fund, the not-for-profit cultural organization must make a presentation regarding its capital campaign to Bravo before the not-for-profit cultural organization approaches any of the Participating Communities for a contribution. Bravo, in its reasonable discretion shall make determinations on Fund disbursements for proposed capital campaigns within the Participating Communities in such manner that will enhance the competitiveness of the grant funding applications and further the purpose of this Agreement. The City of Ankeny and Bravo acknowledge that any matching funds provided by Bravo for a not-for-profit cultural organization’s capital campaign shall not be intended or construed as the sole or exclusive capital funding source to be provided by Participating Communities for such project.
- (3) Bravo shall present to the City Manager of the City of Ankeny no later than 30 days after Bravo’s Board of Directors approves Bravo’s audited fiscal year financial statements, a full accounting of Bravo’s revenues, disbursements and operations for such year in a form reasonably acceptable to the City (“Financial Statements”). The Financial Statements will include the annual salaries paid to officers and employees of Bravo and a summary of the disbursement awards made by Bravo during the fiscal year, including for each recipient of an

award the amount awarded and a brief description of the approved uses for the award. Upon request, Bravo shall provide the City of Ankeny with copies of recipient funding Agreements. The fiscal year of Bravo ends each June 30.

- (4) The Financial Statements shall be prepared by Bravo and certified by an independent auditor selected by Bravo.

## **VI. OPERATIONS AND FINANCES**

Bravo shall prepare and submit to the Ankeny City Council prior to the commencement of each of Bravo's fiscal years a distribution plan for public funds (the "Plan"). The Plan for the 2025-26 fiscal year shall be submitted to the Ankeny City Council prior to the Effective Date. All expenditures of public funds by Bravo shall be made pursuant to the Plan. Notwithstanding anything in this Agreement to the contrary, Bravo may, once each fiscal year, submit a revised plan to the Ankeny City Council and the governing bodies of the other Participating Communities to reallocate up to 10% of the Commitment payments from the City of Ankeny and contributions by other Participating Communities for the fiscal year.

## **VII. DURATION AND TERMINATION**

- (1) This Agreement shall continue in effect from the Effective Date until terminated in accordance with the terms of this Article VII.
- (2) This Agreement may be terminated by either party as provided in this paragraph. Any such termination may be accomplished only by delivery of notice to the other party not later than January 1 of any given year after the year ending December 31, 2026 and shall be effective on July 1 occurring eighteen (18) months after January 1 following the giving of the required notice.
- (3) In the event that another participating community submits notice to Bravo to terminate its payment commitment with Bravo, Bravo shall provide a copy of such notice to the City of Ankeny.
- (4) Notwithstanding paragraphs (2) or (3) above, in the event that any part of the Commitment is dispersed or expended by Bravo in violation of the terms of this Agreement the City may deliver to Bravo a notice to cure or remedy such default or breach within sixty (60) days and if such default or breach is not remedied within such cure period, this Agreement shall promptly terminate.
- (5) This Agreement shall terminate if Chapter 423A of the Code of Iowa is either: (a) repealed or amended to remove the authority of the City of Ankeny to collect the Hotel/Motel Tax at a rate of at least 7% or (b) so modified that the purpose of the Agreement can no longer be carried out. If the Agreement terminates pursuant

to the previous sentence, the termination date shall be June 30 coinciding with or next following the effective date of the statutory change that causes the termination.

- (6) This Agreement shall terminate if an alternative, reliable funding source is secured for Bravo that provides funding to Bravo, in the reasonable determination of the Bravo board of directors, that is comparable in amount to the annual funding streams Bravo has secured in the aggregate through 28E Agreements with the cities, counties and municipalities of the Greater Des Moines Area (for example, if Chapter 423A of the Code of Iowa were amended to increase the Hotel/Motel tax and to direct a portion of the increase to Bravo in an amount comparable to the annual funding streams expected from 28E Agreements already in place). If a reliable alternative funding source is secured for Bravo, which partially replaces the funds provided by the City of Ankeny to Bravo, the amount of annual funding provided to Bravo pursuant to this Agreement shall be reduced proportionately in such amount as the parties may reasonably determine. If the Agreement terminates pursuant to this paragraph, the termination date shall be the June 30 coinciding with or next following the effective date of the alternative funding source that causes the termination.
- (7) Any notice or demand required or desired to be given hereunder shall be in writing and deemed given when personally delivered or when deposited in the United States mail, postage prepaid, sent certified or registered, and addressed as follows:

If to the City of Ankeny, to:

City of Ankeny  
410 W. First Street  
Ankeny, Iowa 50023-1557  
Attention: City Manager

If to Bravo, to:

Bravo Greater Des Moines, Inc.  
Kathleen K. Law  
Nyemaster Goode Law Firm  
700 Walnut Street, Suite 1600  
Des Moines, IA 50309

With a copy to:

Bravo Greater Des Moines, Inc.  
Attn: Sally Dix  
801 Grand Avenue, Suite 250  
Des Moines, IA 50309



or to such other address or person as hereafter shall be designated in writing by the applicable party.

#### **VIII. AMENDMENT OF AGREEMENT**

Any amendment to this Agreement shall be made in writing upon Agreement of the City of Ankeny and Bravo and after appropriate discussion and public dialogue, and such amendment has been approved by resolution of the City of Ankeny Council.

#### **IX. MISCELLANEOUS**

- (1) This Agreement has been made and entered into solely for the benefit of the goals and objectives of the City of Ankeny and Bravo as expressly provided herein and is not intended to create any rights in any other person.
- (2) Notwithstanding anything in this Agreement to the contrary, any liabilities, debts, or other obligations experienced by Bravo as a corporation/body or its members shall not be the responsibility of the City of Ankeny.
- (3) While this Agreement is in effect, the City of Ankeny shall have the right to designate one person to serve on the Board of Directors of Bravo.
- (4) It is the intention and expectation of Bravo and the City of Ankeny that no organization that receives funding from Bravo during the term of this Agreement will approach the City of Ankeny for additional operational funding during the term of this Agreement. This expectation does not apply to: (1) any member of Bravo that is owned, managed or operated by the City of Ankeny or a political subdivision of the City; or (2) capital campaigns.
- (5) Each of the City of Ankeny and Bravo shall pay its own costs incurred to negotiate, amend, abide by or terminate this Agreement.
- (6) After execution by the parties, this Agreement shall be filed with the Iowa Secretary of State in an electronic format in accordance with the provisions of Iowa Code § 28E.8.
- (7) As of the Effective Date, this Agreement is intended to replace the prior Agreement referred to in paragraph four of the preamble to this document.

**BRAVO GREATER DES MOINES, INC.**

By:

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

State of Iowa )  
 ) ss.  
County of Polk )

This instrument was acknowledged before me on \_\_\_\_\_, 2025, by  
\_\_\_\_\_ as \_\_\_\_\_ of Bravo Greater Des Moines, Inc.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

**THE CITY OF ANKENY, IOWA**

\_\_\_\_\_  
Bobbi Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michell Yuska, City Clerk

STATE OF IOWA )  
 ) ss:  
COUNTY OF POLK )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned, a Notary Public, personally appeared BOBBI BENTZ and MICHELLE YUSKA, to me personally known, who, being by me duly sworn, did state that they are the Mayor and City Clerk, respectively, of the City of Ankeny, Iowa; that the seal affixed to the foregoing instrument is the seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as Roll Call No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and that Bobbi Bentz and Michelle Yuska acknowledged the execution of the instrument to be the voluntary act and deed of the municipal corporation, by it voluntarily executed.

\_\_\_\_\_  
Notary Public for the State of Iowa



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Consider motion to adopt **RESOLUTION** authorizing the execution of an agreement, made pursuant to Iowa Code-Chapter 28E, between the City of Ankeny, Iowa and Greater Des Moines Convention & Visitors Bureau for the promotion of tourism and convention activities in the greater Des Moines area.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL

ACTION REQUESTED  
Resolution  
LEGAL  
Legal Review Required

EXECUTIVE SUMMARY

The City of Ankeny, along with 13 other Des Moines area metro government entities, partner with Greater Des Moines Convention & Visitors Bureau (CVB) for the promotion of tourism and convention activities in the greater Des Moines area. Funding to CVB is primarily derived through hotel/motel tax revenues that each community receives in accordance with Chapter 423A of the Code of Iowa.

The 28E Agreement signed in 2002 between the City and CVB, outlines that the arranged payment to BRAVO be 2/7ths (or 28.57%) of Ankeny's collected hotel/motel tax. For Fiscal Year 2024, the total amount collected by the City in hotel/motel tax revenue was \$2,120,556, of which, \$605,873 was sent to CVB per the stipulations of the 28E agreement.

With recent legislative changes to the property tax system in Iowa, specifically limitations on property tax revenue growth imposed by House File 718, this necessitates a comprehensive review of the City's expenditures and revenue allocation strategies to ensure the City's long-term financial stability.

The proposal presented recommends amending the City's existing 28E agreement with CVB to reduce the City's allocation of hotel/motel tax revenue to CVB from 28.57% to 25%. This adjustment is projected to generate a notable increase in the City's available hotel/motel tax revenue that can be kept by the City, providing greater flexibility in funding cultural, economic development, and recreational projects in the city while still maintaining a significant level of support to advance regional cultural priorities.

### CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the 28E agreement with Greater Des Moines Convention & Visitors Bureau (CVB), effective July 1, 2025.

### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

February 24, 2025 Council Action Planning Meeting.

### FISCAL IMPACT

While the proposed FY 2026 budget maintains the current 28.57% contribution level with CVB, based on the FY 2024 hotel/motel revenue collected and allocated to CVB, the allocation reduction from 28.57% to 25% would result in an approximate \$84,000 in hotel/motel tax revenue that can be kept by the city. This increased amount of revenue that can be kept by the City in its hotel/motel fund can be strategically allocated to offset potential budget shortfalls arising from the property tax limitations or be reinvested in other community priorities related to cultural, economic development, and recreational projects.

|                                                      |           |
|------------------------------------------------------|-----------|
| Current agreement – CVB contributions for FY2026 =   | \$674,857 |
| Proposed agreement – CVB contributions for FY 2026 = | \$590,500 |
| Difference =                                         | \$84,357  |

It is important to note that the actual fiscal impact will be directly proportional to the annual hotel/motel tax revenue collected. Fluctuations in tourism and economic conditions will influence the exact amount of additional revenue generated. However, the proposed percentage reduction will consistently yield a greater share of these revenues for the city.

### PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

### ATTACHMENTS

1. Resolution - 28E Agreement with CVB 2025
2. 28E Agreement CVB

**RESOLUTION 2025-**

**RESOLUTION AUTHORIZING THE AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT, MADE PURSUANT TO IOWA CODE-CHAPTER 28E, BETWEEN THE CITY OF ANKENY, IOWA AND GREATER DES MOINES CONVENTION & VISITORS BUREAU FOR THE PROMOTION OF TOURISM AND CONVENTION ACTIVITIES IN THE GREATER DES MOINES AREA**

**WHEREAS**, Greater Des Moines Convention & Visitors Bureau an Iowa not-for-profit corporation, is organized for the purpose of marketing the Greater Des Moines area as a visitor destination, increasing economic growth and enhancing the visitor experience; and

**WHEREAS**, the City of Ankeny is part of a 28E Agreement with Greater Des Moines Convention & Visitors Bureau; and

**WHEREAS**, the City of Ankeny values its partnerships with local organizations that provide essential services and contribute to the quality of life for its residents; and

**WHEREAS**, the enactment of HF 718 by the Iowa State Legislature imposes limitations on the amount of property tax revenue that municipalities, including the City of Ankeny, are permitted to collect; and

**WHEREAS**, this aforementioned state law necessitates a comprehensive review and potential adjustment of the City's budget, expenditures, and financial commitments to ensure continued fiscal responsibility and the sustainable provision of City services; and

**WHEREAS**, the City Council deems it necessary and in the best interest of the City of Ankeny and its residents to adjust the percentage of designated hotel/motel tax revenue allocated to Greater Des Moines Convention & Visitors Bureau to align with current fiscal conditions and modify the Agreement accordingly.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Ankeny, Iowa that the Mayor or their designee is authorized to execute the proposed Amendment to the Intergovernmental 28E Agreement with Greater Des Moines Convention & Visitors Bureau as presented.

**PASSED AND APPROVED** this 21st day of April, 2025.

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

AMENDMENT TO INTERGOVERNMENTAL AGREEMENT  
FOR THE PROMOTION OF TOURISM AND CONVENTION ACTIVITIES  
IN THE GREATER DES MOINES AREA

This AMENDMENT TO INTERGOVERNMENTAL AGREEMENT FOR THE PROMOTION OF TOURISM AND CONVENTION ACTIVITIES IN THE GREATER DES MOINES AREA (this “Amendment”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025, by and among the CITY OF ALTOONA, IOWA, the CITY OF ANKENY, IOWA, the CITY OF BONDURANT, IOWA, the CITY OF CLIVE, IOWA, the CITY OF DES MOINES, IOWA, the CITY OF GRIMES, IOWA, the CITY OF INDIANOLA, IOWA, the CITY OF JOHNSTON, IOWA, the CITY OF NORWALK, IOWA, the CITY OF POLK CITY, IOWA, the CITY OF PLEASANT HILL, IOWA, the CITY OF URBANDALE, IOWA, the CITY OF WEST DES MOINES, IOWA, the CITY OF WINDSOR HEIGHTS, IOWA, (collectively, the “Municipalities”) and the COUNTY OF POLK, IOWA (the “County”).

WHEREAS, each of the Municipalities and the County is a party to that certain Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines Area entered into and pursuant to the provisions of Chapter 28E of the Code of Iowa, and filed of record in Polk County, Iowa, on May 13, 1985, at Book 5452, Page 479, as subsequently amended from time to time (the “Agreement”); and

WHEREAS, each of the Municipalities and the County desire to amend the provisions of the Agreement regarding the payment to the Greater Des Moines Convention and Visitors Bureau, Inc. (“CVB”).

NOW, THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements contained herein, the parties to this Amendment agree as follows, notwithstanding any provisions of the Agreement:

1. Section III(A) of the Agreement is amended to read in its entirety as follows:

The Government has, or will, adopt an appropriate ordinance (in the case of the County, a resolution) imposing an increase in its Hotel-Motel Tax from the rate of 5% to 7%, subject to approval of such increase by a majority of the qualified electors of such Government voting on the question at the time of and as part of the general election to be held on November 6, 1984, which ordinance or resolution, as the case may be, shall provide that a minimum of 25% of the revenues from the increased 7% Hotel-Motel Tax shall be used and expended for the promotion of tourism and convention activities.

2. Section III(D) of the Agreement is amended to read in its entirety as follows:

Subject to imposition of said increased 7% Hotel-Motel Tax in accordance with the foregoing paragraphs A through C of this Article III, the Government does hereby irrevocably pledge and commit to the promotion of tourism and convention activities in the Greater Des Moines, Iowa metropolitan area, for the entire term of this

Agreement and all extensions thereof, not less than 25% of its Hotel-Motel Tax Revenues, to be disbursed and expended by the Government in the manner set forth in this Agreement.

3. Section III(E) of the Agreement is amended to read in its entirety as follows:

Upon imposition of said increased 7% Hotel-Motel Tax, the Government will not take any action to amend or otherwise change the ordinance or resolution imposing said increased 7% Hotel-Motel Tax, deliver any notice to the Director of the Iowa Department of Revenue, enter into any contract or agreement, or take any other action that would diminish the rate of said Hotel-Motel Tax from 7%, interfere with the collection of the 7% Hotel-Motel Tax by the State of Iowa, or would otherwise render said Tax to be ineffective, or to cause any amount less than 25% of its Hotel-Motel Tax Revenues to be disbursed and expended by the Government in the manner set forth in this Agreement.

4. Section III(F) of the Agreement is amended to read in its entirety as follows:

The Government shall take all actions necessary to implement the ordinances increasing the Hotel-Motel Tax from 5% to 7% and to disburse and expend a minimum of 25% of its Hotel-Motel Tax Revenue in the manner set forth in this Agreement

5. Section IV of the Agreement is amended to read in its entirety as follows:

The purpose of this agreement is to facilitate and support increased promotion of tourism and convention activities in the greater Des Moines, Iowa metropolitan area through the joint allocation of approximately 25% of the 7% Hotel-Motel tax to be imposed (subject to voter approval) by each of the Governments to the Greater Des Moines convention and visitors Bureau, Inc., an Iowa nonprofit corporation (the "CVB").

6. Section VII(B) of the Agreement is amended to read in its entirety as follows:

Each Government agrees to pay directly to the CVB 25% of its Hotel-Motel Tax Revenues for use by the CVB in the promotion of tourism and convention activities in the Greater Des Moines, Iowa area throughout the initial term of this agreement and throughout all extensions of this Agreement, subject to the provisions of paragraph C of this Article VII. Such payments shall be made to the CVB within 30 days of the receipt by such government of each remittance made by the Treasurer of the State of Iowa to such government from the local transient guest tax fund in accordance with the provisions of chapter 423A of the Code of Iowa, 2023 or similar successor provisions, and the rules promulgated by the director of the Iowa Department of Revenue thereunder, or similar provisions. Each government shall be obligated to pay such sums to the CVB out of its general fund only to the extent that Hotel-Motel Tax Revenues have been credited to such general fund.

7. Except as specifically amended hereby, the Agreement shall continue in full force and effect.
8. This Amendment is entered into pursuant to the provisions of Chapter 28E of the Code of Iowa. The parties hereto shall cause this Agreement to be filed with the Secretary of State of Iowa in an electronic format in accordance with the provisions of Iowa Code Section 28E.8.

IN WITNESS WHEREOF, the undersigned Municipalities and County have executed this Amendment.

DRAFT



City of Altoona, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Altoona, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Ankeny, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Ankeny, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Bondurant, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Bondurant, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Clive, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Clive, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Des Moines, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Des Moines, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Grimes, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Grimes, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Indianola, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Indianola, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Johnston, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Johnston, Iowa.

\_\_\_\_\_  
Signature of Notary Public



City of Norwalk, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Norwalk, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Pleasant Hill, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Pleasant Hill, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Polk City, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Polk City, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Urbandale, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Urbandale, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of West Des Moines, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of West Des Moines, Iowa.

\_\_\_\_\_  
Signature of Notary Public

City of Windsor Heights, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
City Clerk

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Mayor and City Clerk,  
respectively, of the City of Windsor Heights, Iowa.

\_\_\_\_\_  
Signature of Notary Public

County of Polk, Iowa

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Chairperson

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
County Auditor

STATE OF IOWA, COUNTY OF POLK

This record was acknowledged before me on \_\_\_\_\_ by  
\_\_\_\_\_ and \_\_\_\_\_ as Chairperson and County  
Auditor, respectively, of County of Polk, Iowa.

\_\_\_\_\_  
Signature of Notary Public



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2198      An Ordinance vacating a portion of a Public Utility Easement located on Lot 1, Savannah at Ankeny.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure economic vitality.

ACTION REQUESTED  
Ordinance – 3rd Reading  
LEGAL

EXECUTIVE SUMMARY

SCS Ankeny, LLC has requested the vacation of a Public Utility Easement located on Lot 1, Savannah at Ankeny. The vacated easement will be replaced with other easement(s) to facilitate the development of Savannah at Ankeny.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the request to vacate the Public Utility Easement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

Legal publication and notification.

ACTION REQUESTED

Consider motion to accept third consideration of **ORDINANCE 2198**, sending it on its final passage and publication as required by law.



Consider motion to adopt **RESOLUTION** authorizing the sale of property vacated by the City of Ankeny, Iowa, to SCS Ankeny, LLC.

#### ATTACHMENTS

1. Ordinance - Replacement Easement
2. Resolution
3. Quit Claim Deed
4. Easement Vacation Plat
5. Applicant Letter
6. Aerial Map
7. Utility Provider Authorization - CenturyLink-Lumen
8. Utility Provider Authorization - Consumers
9. Utility Provider Authorization - Mediacom
10. Utility Provider Auauthorization - MidAm

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

---

Preparer Information: Derek Silverthorn, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023      Phone: (515) 963-3557

---

**ORDINANCE**

**AN ORDINANCE VACATING A PORTION OF A PUBLIC UTILITY EASEMENT  
LOCATED ON LOT 1, SAVANNAH AT ANKENY**

---

**WHEREAS**, pursuant to notice published in the manner required by law, on the 17<sup>th</sup> day of March, 2025, the City Council of the City of Ankeny, Iowa, held a public hearing to consider a request to vacate a portion of a public utility easement, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, the City Council finds that all public purpose served by said easement will be replaced with other easement(s); and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of Ankeny that said Easement be vacated.

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

SECTION I. The City of Ankeny does hereby vacate and release that portion of said Easement, as shown on the attached Easement Vacation Plat.

SECTION II. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION III. This Ordinance shall be in effect upon its final passage and publication as required by law.

**PASSED AND APPROVED** this 21st day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**PUBLISHED IN  
THE DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con 3/17/25 (Public Hearing)  
2<sup>nd</sup> Con 4/7/25  
3<sup>rd</sup> Con 4/21/25**

## RESOLUTION

### RESOLUTION AUTHORIZING THE SALE OF PROPERTY VACATED BY THE CITY OF ANKENY, IOWA, TO SCS ANKENY, LLC

---

**WHEREAS**, by Ordinance No. 2198 the City has vacated certain property, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, SCS Ankeny, LLC has offered to purchase said property for an amount equal to the costs incurred by the City to vacate said property; and

**WHEREAS**, a public hearing on said vacation and sale was held on the 17<sup>th</sup> day of March, 2025, pursuant to published notice as required by law; and

**WHEREAS**, this Council, having heard all comments for and against said offer to purchase said property, determines that the offer should be accepted.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa:

1. That the City accepts the offer of SCS Ankeny, LLC to purchase, for an amount equal to the costs incurred by the City in preparing all proceedings and documents necessary to affect vacation and conveyance, the property as shown on the attached Easement Vacation Plat; and
2. That the Mayor and City Clerk are hereby authorized and directed to execute and deliver a quit claim deed conveying the aforesaid property to the purchaser upon receipt of the full amount of the purchase price. The Clerk shall compute such amount.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

|                                                                                                              |                       |
|--------------------------------------------------------------------------------------------------------------|-----------------------|
| Preparer Information: Derek Silverthorn, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023 | Phone: (515) 963-3557 |
| Address Tax Statements: SCS Ankeny, LLC, 760 W Main Street, STE 140, Barrington, IL 60010                    | Phone: (224) 588-9556 |

**QUIT CLAIM DEED**

**BE IT KNOWN BY ALL:**

That the CITY OF ANKENY, IOWA, a municipal corporation of the County of Polk, State of Iowa, in consideration of the sum of ONE AND NO/100 DOLLARS (\$1.00) in hand paid by SCS Ankeny, LLC, does hereby QUIT CLAIM unto said SCS Ankeny, LLC, all its right, title, and interest in and to the following described property situated in Polk County, Iowa, to-wit:

SEE ATTACHED EASEMENT VACATION PLAT

No Declaration of Value is required under the conditions of Exemption No. 6. No transfer tax is required; consideration is less than \$500.00, and the Grantor is a municipal corporation.

**DATED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

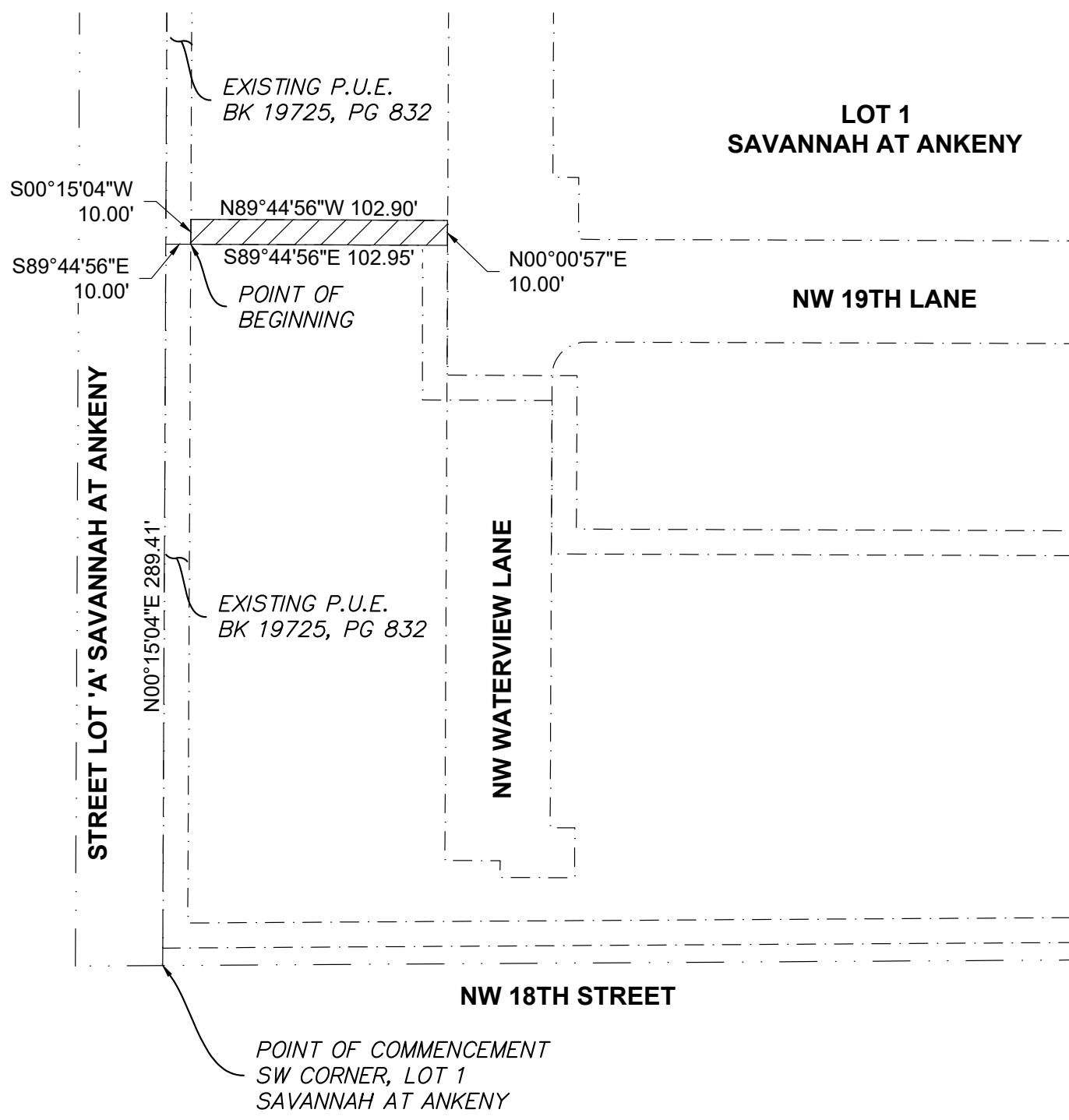
\_\_\_\_\_  
Michelle Yuska, City Clerk

**STATE OF IOWA, COUNTY OF POLK, ss:**

On this 21<sup>st</sup> day of April, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Bobbi B. Bentz and Michelle Yuska, to me personally known, who being by me duly sworn did say that they are the Mayor and City Clerk, respectively, of the City of Ankeny, Iowa; that the seal affixed to the above and foregoing instrument is the corporate seal of said corporation, and that said instrument was signed pursuant to a Resolution adopted by the City Council of Ankeny, Iowa, on the 21<sup>st</sup> day of April, 2025, and the said Bobbi B. Bentz and Michelle Yuska acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said corporation, by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

EXHIBIT A  
EASEMENT VACATION



LEGAL DESCRIPTION:

A PART OF LOT 1, SAVANNAH AT ANKENY, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, IOWA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE N00°15'04"E, ALONG THE WEST LINE OF SAID LOT 1, A DISTANCE OF 289.41 FEET; THENCE S89°44'56"E, 10.00 FEET, TO THE POINT OF BEGINNING; THENCE S89°44'56"E, 102.95 FEET; THENCE N00°00'57"E, 10.00 FEET; THENCE N89°44'56"W, 102.90 FEET; THENCE S00°15'04"W, 10.00 FEET, TO THE POINT OF BEGINNING.

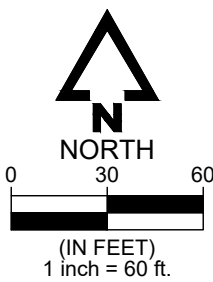
DESCRIBED AREA CONTAINS 1,029 SQUARE FEET.



**McCLURE™**

making lives better.

335 SE Oralabor Road  
Ankeny, Iowa 50021  
515-512-1361



DRAWING PATH: P:\2024002280-000 - ALTA-Savannah At Ankeny\04-Drawings\Survey\EXH-03\_2024002280.dwg PLOT DATE: 11/19/2024 7:35 AM PLOTTED BY: KATHRYN BIDERMAN-HART

LAW OFFICES

**WASKER, DORR, WIMMER & MARCOUILLER, P.C.**

HIGHLAND BUILDING – THREE FOUNTAINS OFFICE PARK

4201 WESTOWN PARKWAY – SUITE 250

WEST DES MOINES, IOWA 50266-6720

(515) 283-1801

FAX (515) 283-1802

Email: [lawfirm@wdwm.net](mailto:lawfirm@wdwm.net)



OF COUNSEL  
D. MARK MARCOUILLER

OF COUNSEL  
WILLIAM J. WIMMER

RUSSELL (RUSTY) H. LAIRD  
01/16/27 – 06/05/15

CHARLES F. WASKER  
02/04/26 – 12/09/16

FRED L. DORR  
MATTHEW D. KERN  
MARK R. ADAMS  
DAVID C. PULLIAM  
MATTHEW M. HURN  
ZORICA ILIC BURCH  
JOSEPH W. COPPOLA III

JASON R. SANDEGREN  
SETH D. DODGE  
TAYLOR R. FRANCIS  
TYLER M. PHELAN  
AUDRA F. SAUNDERS  
JAMES H. SAYRE  
MADELYN E. HURN

October 4, 2024

City of Ankeny  
Attn: Planning Department  
410 W. First  
Ankeny IA 50023

Our File No. PLAT154689-SDD

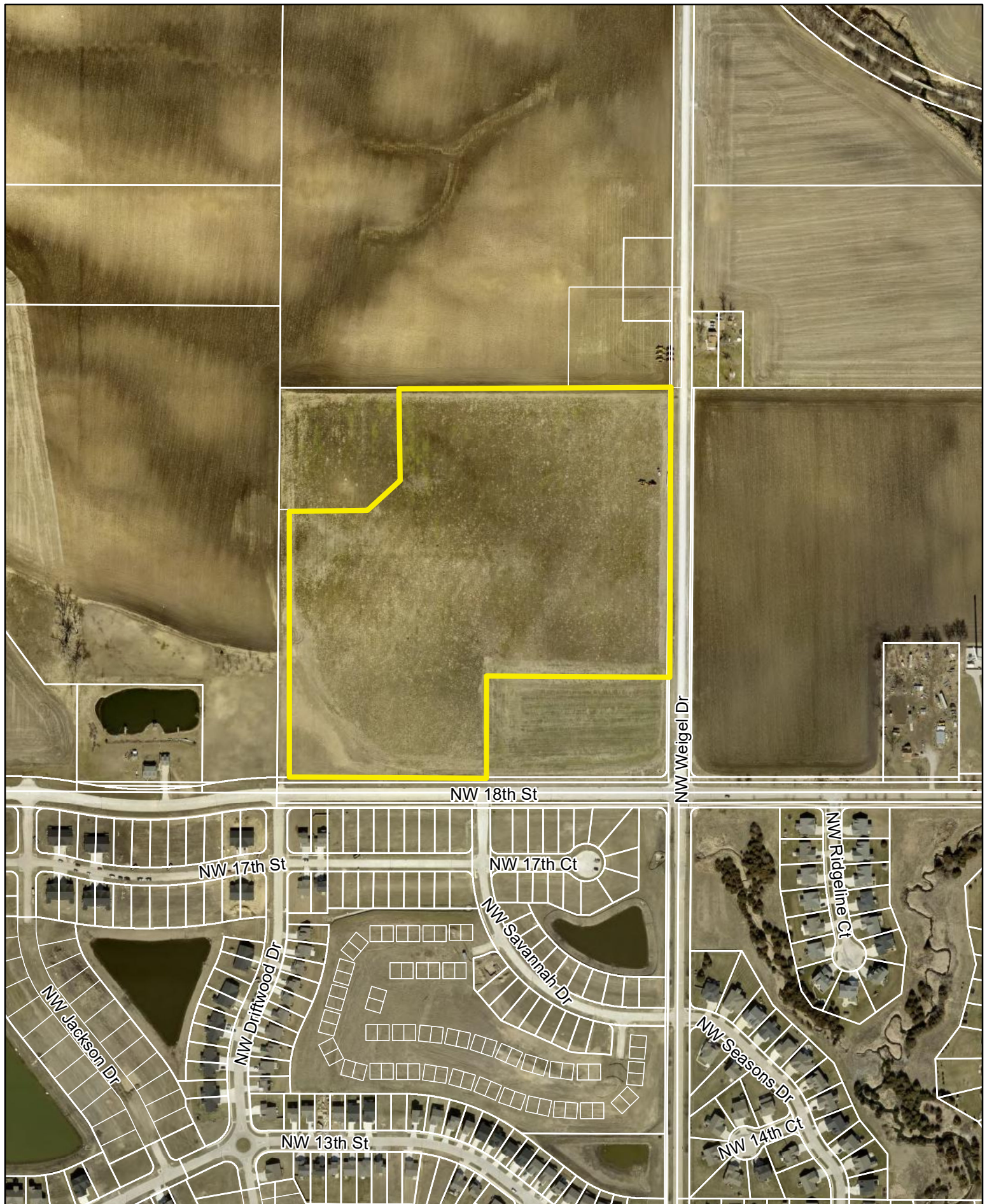
RE: Letter of Request for Vacation of Easement and Replacement Easement

The proprietor, SCS Ankeny, LLC, by and through the undersigned counsel, hereby requests the vacation of the attached Public Utility Easement filed February 26, 2024, Book 19725, Page 832 of the county records, and replacement with the attached proposed Public Utility Easement.

*/s/ Seth D. Dodge*  
Seth D. Dodge  
For the Firm

Encl:  
Public Utility Easement 19725, 832  
Public Utility Easement Proposed





**From:** [Freeseeman, Austin](#)  
**To:** [Hannah Dorey](#); [Derek Silverthorn](#)  
**Cc:** [Christopher Lomas](#); [Brun, Chuck](#); [Kendrick, Barbara A](#)  
**Subject:** Re: [External] Savannah at Ankeny P.U.E. Vacation Consent  
**Date:** Monday, December 16, 2024 1:55:37 PM  
**Attachments:** [Outlook-tglait02](#)  
[EXH-A \(10.31.2024\) P.U.E. Vacation.pdf](#)

---

**CAUTION:** This email is from an **EXTERNAL** sender. Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. When uncertain, use caution and reach out to the sender from a known trusted communication method before proceeding. Just because you know the sender, does not mean this specific email is safe.

Hannah, Derek,

Lumen/CenturyLink does not have any facilities in the PUE on the attached exhibit and approves of this Vacation on Lot 1 of Savannah at Ankeny.

Thank you,



**Austin Freeseeman**

Local Network Engineer II  
2103 E University Ave, Des Moines, IA 50317  
tel: 515-461-4970 | cell: 319-215-0190  
[austin.freeseeman@lumen.com](mailto:austin.freeseeman@lumen.com)

---

**From:** Hannah Dorey <hdorey@stoneleighcos.com>  
**Sent:** Monday, December 16, 2024 1:48 PM  
**To:** Freeseeman, Austin <austin.freeseeman@lumen.com>  
**Cc:** Christopher Lomas <clomas@stoneleighcos.com>  
**Subject:** Savannah at Ankeny P.U.E. Vacation Consent

CAUTION: This email originated outside of Lumen Technologies. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Austin –

Thank you for taking my call! Attached is a plat showing the P.U.E. we would like to vacate. The city of Ankeny is requiring your consent in an email before they will start the vacating process. The email giving consent can go to [DSilverthorn@AnkenyIowa.gov](mailto:DSilverthorn@AnkenyIowa.gov) and myself. If you have any questions or concerns, please, do not hesitate to reach out to me!

Thank you for all your help!

Best Regards,



**Hannah Dorey**

**Project Admin Coordinator**

Stoneleigh Companies, LLC

[760%20W.%20Main%20Street]760 W. Main Street

[760%20W.%20Main%20Street]Suite 140

[760%20W.%20Main%20Street]Barrington, IL. 60010

224-231-5172 Direct

571-264-8822 Cell

224-770-4609 Fax

[HDorey@stoneleighcos.com](mailto:HDorey@stoneleighcos.com)

[www.waterfordresidential.com](http://www.waterfordresidential.com)

**From:** [Kevin Peterson](#)  
**To:** [Hannah Dorey](#); [Derek Silverthorn](#)  
**Cc:** [Christopher Lomas](#)  
**Subject:** RE: [External] Savannah at Ankeny P.U.E. Vacation Consent  
**Date:** Monday, December 16, 2024 11:04:20 AM  
**Attachments:** [EXH-A \(10.31.2024\) P.U.E. Vacation.pdf](#)

---

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Morning

Consumers Energy is fine with the easement vacation that is attached, we have nothing in that area.

Thanks

---

**From:** Hannah Dorey <hdorey@stoneleighcos.com>  
**Sent:** Monday, December 16, 2024 10:53 AM  
**To:** Kevin Peterson <kpeterson@consumersenergy.net>  
**Cc:** Christopher Lomas <clomas@stoneleighcos.com>  
**Subject:** Savannah at Ankeny P.U.E. Vacation Consent

Kevin –

Thank you for taking my call! Attached is a plat showing the P.U.E. we would like to vacate. The city of Ankeny is requiring your consent in an email before they will start the vacating process. The email giving consent can go to [DSilverthorn@Ankenylowa.gov](mailto:DSilverthorn@Ankenylowa.gov) and myself. If you have any questions or concerns, please, do not hesitate to reach out to me!

Thank you for all your help!

Best Regards,

**Hannah Dorey**  
**Project Admin Coordinator**  
Stoneleigh Companies, LLC  
[760 W. Main Street](#)  
[Suite 140](#)  
[Barrington, IL. 60010](#)  
224-231-5172 Direct  
571-264-8822 Cell  
224-770-4609 Fax  
[HDorey@stoneleighcos.com](mailto:HDorey@stoneleighcos.com)  
[www.waterfordresidential.com](http://www.waterfordresidential.com)

**From:** [Jerry Broughton](#)  
**To:** [Derek Silverthorn](#)  
**Cc:** [Jeremy Ransom](#); [Mark Sumpter](#); [Andre Douglas](#); [Dave Meyers](#); [Wolfgang Spencer](#)  
**Subject:** FW: [External] Savannah Properties  
**Date:** Thursday, December 19, 2024 10:40:47 AM  
**Attachments:** [image002.png](#)  
[EXH-A \(10.31.2024\) P.U.E. Vacation.pdf](#)

---

**CAUTION:** This email is from an **EXTERNAL** sender. Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. When uncertain, use caution and reach out to the sender from a known trusted communication method before proceeding. Just because you know the sender, does not mean this specific email is safe.

Mediacom is okay with the vacation of PUE at the location marked with the hash marks. We currently have no plant that occupies that location.

Thank you,

*Jerry Broughton*

Manager | Construction

C: 845-587-2521

2205 Ingersoll Ave, Des Moines, IA 50312

**Mediacom**<sup>®</sup>

Xtream • Business • OnMedia

---

**From:** Jeremy Ransom <jransom@mediacomcc.com>  
**Sent:** Thursday, December 19, 2024 7:52 AM  
**To:** Dave Meyers <dmeyers2@mediacomcc.com>; Jerry Broughton <jbroughton@mediacomcc.com>  
**Cc:** Mark Sumpter <msumpter@mediacomcc.com>; Andre Douglas <andre.douglas@mediacomcc.com>  
**Subject:** Savannah Properties

Please review attached and follow request below.

The city of Ankeny is requesting an email from you stating that you are okay with the vacation of the PUE, shown in the attached plat, before they will start the vacation process. If you are okay with the vacation, would you, please, send Derek Silverthorn, [DSilverthorn@AnkenyIowa.gov](mailto:DSilverthorn@AnkenyIowa.gov), an email stating such and CC me as well? If you are not okay with the vacation, please, let me know.

Jeremy Ransom  
Senior Director | Business Engineering  
[jransom@mediacomcc.com](mailto:jransom@mediacomcc.com)

W: 515-323-8475 | C: 515-707-3510

3737 Westown Pkwy, West Des Moines, IA 50266





MidAmerican Energy Company  
4299 NW Urbandale Drive  
Urbandale, IA 50322-7916

February 17, 2025

Eric Carstens  
1210 NW Prairie Ridge Dr.  
Ankeny, IA 50023

Re: Release interest in a recorded Public Utility Easement (P.U.E.)  
A part of Lot 1, Savannah at Ankeny, an Official Plat in the City of  
Ankeny, Polk County, Iowa.

Dear Mr. Carstens:

This letter is in response to the request for MidAmerican Energy Company to release interest in the ten (10') foot P.U.E. located across Lot 1 of Savannah at Ankeny as recorded in Book 19725, Page 813 in the Polk County Recorder's Office located in Polk County, IA.

MidAmerican Energy Company has reviewed the request to release said part of P.U.E. and approves of the proposed vacation of that part of the P.U.E. over, under, across and through that part of Lot 1 of Savannah at Ankeny, as generally depicted on the attached Exhibit A.

For your protection, please call Iowa One Call (1-800-292-8989) and have all utilities located before you dig.

Sincerely,

Sara Houlihan,  
Director of Right of Way Services  
MidAmerican Energy Company

# Exhibit 'A'

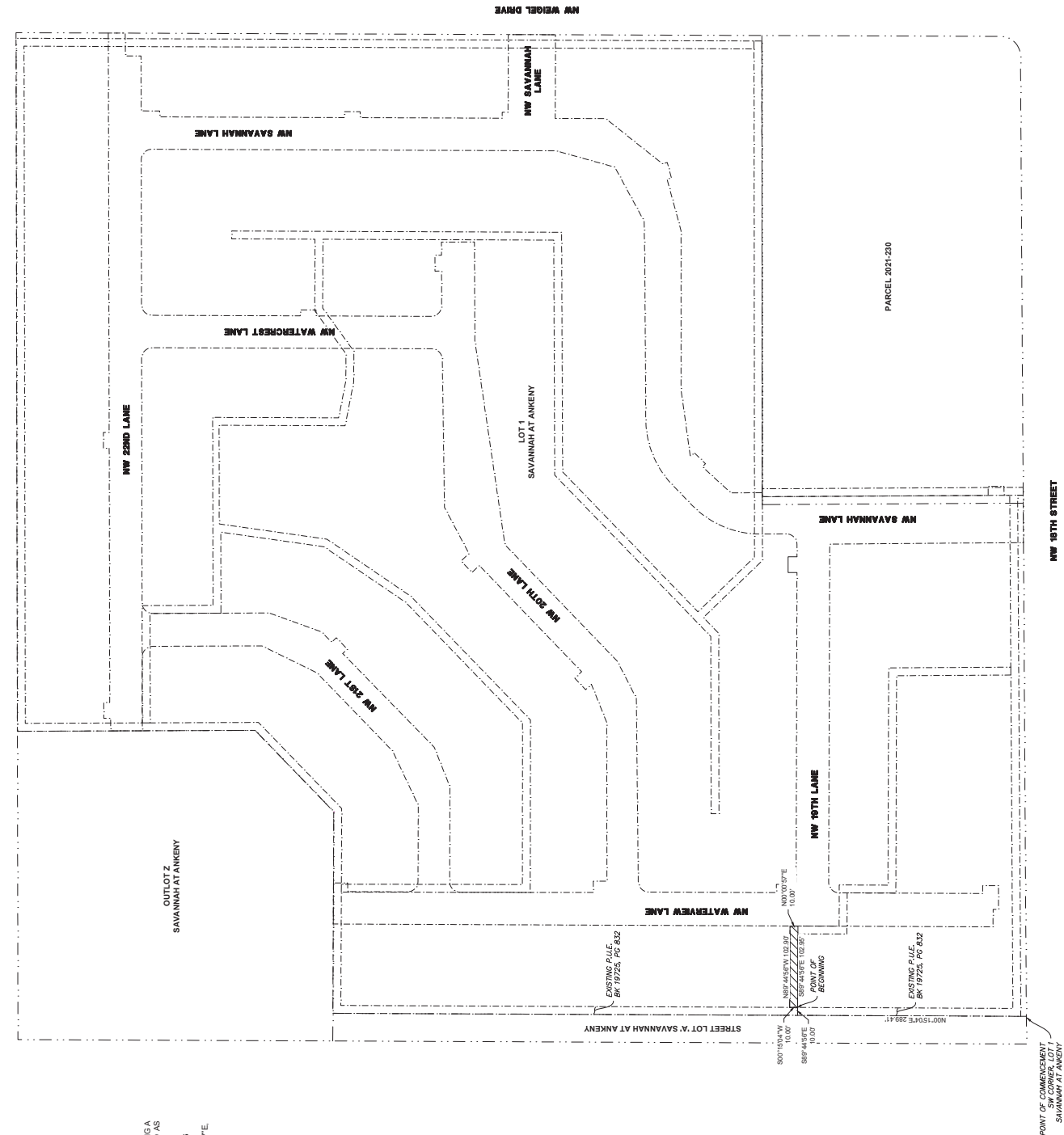
## Easement Vacation

### Legal Description:

A PART OF LOT 1, SAVANNAH AT ANKENY, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, IOWA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE N00°15'04"E, ALONG THE WEST LINE OF SAID LOT 1, A DISTANCE OF 288.41 FEET; THENCE S89°44'56"E, 10.00 FEET; TO THE POINT OF BEGINNING; THENCE S89°44'56"E, 102.95 FEET; THENCE N00°00'57"E, 10.00 FEET; THENCE S89°44'56"E, 102.95 FEET; THENCE S00°15'04"W, 10.00 FEET, TO THE POINT OF BEGINNING.

DESCRIBED AREA CONTAINS 1,029 SQUARE FEET.





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2199      An Ordinance vacating a portion of a Public Ingress/Egress, Water Main, and Sanitary Sewer Easement located on Lot 1, Savannah at Ankeny.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure economic vitality.

ACTION REQUESTED  
Ordinance – 3rd Reading  
LEGAL

EXECUTIVE SUMMARY

SCS Ankeny, LLC has requested the vacation of a Public Ingress/Egress, Water Main, and Sanitary Sewer Easement located on Lot 1, Savannah at Ankeny. The vacated easement will not be replaced with other easement(s) to facilitate the development of Savannah at Ankeny.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the request to vacate the Public Ingress/Egress, Water Main, and Sanitary Sewer Easement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

Legal publication and notification.

ACTION REQUESTED

Consider motion to accept third consideration of **ORDINANCE 2199**, sending it on its final passage and publication as required by law.

Consider motion to adopt **RESOLUTION** authorizing the sale of property vacated by the City of Ankeny, Iowa, to SCS Ankeny, LLC.

#### ATTACHMENTS

1. Ordinance - No Replacement Easement
2. Resolution
3. Quit Claim Deed
4. Easement Vacation Plat
5. Aerial Map
6. Applicant Letter



**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

---

Preparer Information: Derek Silverthorn, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023      Phone: (515) 963-3557

---

**ORDINANCE**

**AN ORDINANCE VACATING A PORTION OF A PUBLIC INGRESS/EGRESS, WATER MAIN,  
AND SANITARY SEWER EASEMENT LOCATED ON LOT 1, SAVANNAH AT ANKENY**

---

**WHEREAS**, pursuant to notice published in the manner required by law, on the 17<sup>th</sup> day of March, 2025, the City Council of the City of Ankeny, Iowa, held a public hearing to consider a request to vacate a portion of a public ingress/egress, water main, and sanitary sewer easement, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, the City Council finds that all public purpose served by said Easement is no longer necessary; and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of Ankeny that said Easement be vacated.

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

SECTION I. The City of Ankeny does hereby vacate and release that portion of said Easement, as shown on the attached Easement Vacation Plat.

SECTION II. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION III. This Ordinance shall be in effect upon its final passage and publication as required by law.

**PASSED AND APPROVED** this 21st day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**PUBLISHED IN  
THE DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con    3/17/25 (Public Hearing)  
2<sup>nd</sup> Con    4/7/25  
3<sup>rd</sup> Con    4/21/25**

## RESOLUTION

### RESOLUTION AUTHORIZING THE SALE OF PROPERTY VACATED BY THE CITY OF ANKENY, IOWA, TO SCS ANKENY, LLC

---

**WHEREAS**, by Ordinance No. 2199 the City has vacated certain property, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, SCS Ankeny, LLC has offered to purchase said property for an amount equal to the costs incurred by the City to vacate said property; and

**WHEREAS**, a public hearing on said vacation and sale was held on the 17<sup>th</sup> day of March, 2025, pursuant to published notice as required by law; and

**WHEREAS**, this Council, having heard all comments for and against said offer to purchase said property, determines that the offer should be accepted.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ankeny, Iowa:

1. That the City accepts the offer of SCS Ankeny, LLC to purchase, for an amount equal to the costs incurred by the City in preparing all proceedings and documents necessary to affect vacation and conveyance, the property as shown on the attached Easement Vacation Plat; and
2. That the Mayor and City Clerk are hereby authorized and directed to execute and deliver a quit claim deed conveying the aforesaid property to the purchaser upon receipt of the full amount of the purchase price. The Clerk shall compute such amount.

**PASSED AND APPROVED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

---

Bobbi B. Bentz, Mayor

ATTEST:

---

Michelle Yuska, City Clerk

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

|                                                                                                              |                       |
|--------------------------------------------------------------------------------------------------------------|-----------------------|
| Preparer Information: Derek Silverthorn, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023 | Phone: (515) 963-3557 |
| Address Tax Statements: SCS Ankeny, LLC, 760 W Main Street, STE 140, Barrington, IL 60010                    | Phone: (224) 588-9556 |

**QUIT CLAIM DEED**

**BE IT KNOWN BY ALL:**

That the CITY OF ANKENY, IOWA, a municipal corporation of the County of Polk, State of Iowa, in consideration of the sum of ONE AND NO/100 DOLLARS (\$1.00) in hand paid by SCS Ankeny, LLC, does hereby QUIT CLAIM unto said SCS Ankeny, LLC, all its right, title, and interest in and to the following described property situated in Polk County, Iowa, to-wit:

SEE ATTACHED EASEMENT VACATION PLAT

No Declaration of Value is required under the conditions of Exemption No. 6. No transfer tax is required; consideration is less than \$500.00, and the Grantor is a municipal corporation.

**DATED** this 21<sup>st</sup> day of April, 2025.

CITY OF ANKENY, IOWA

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

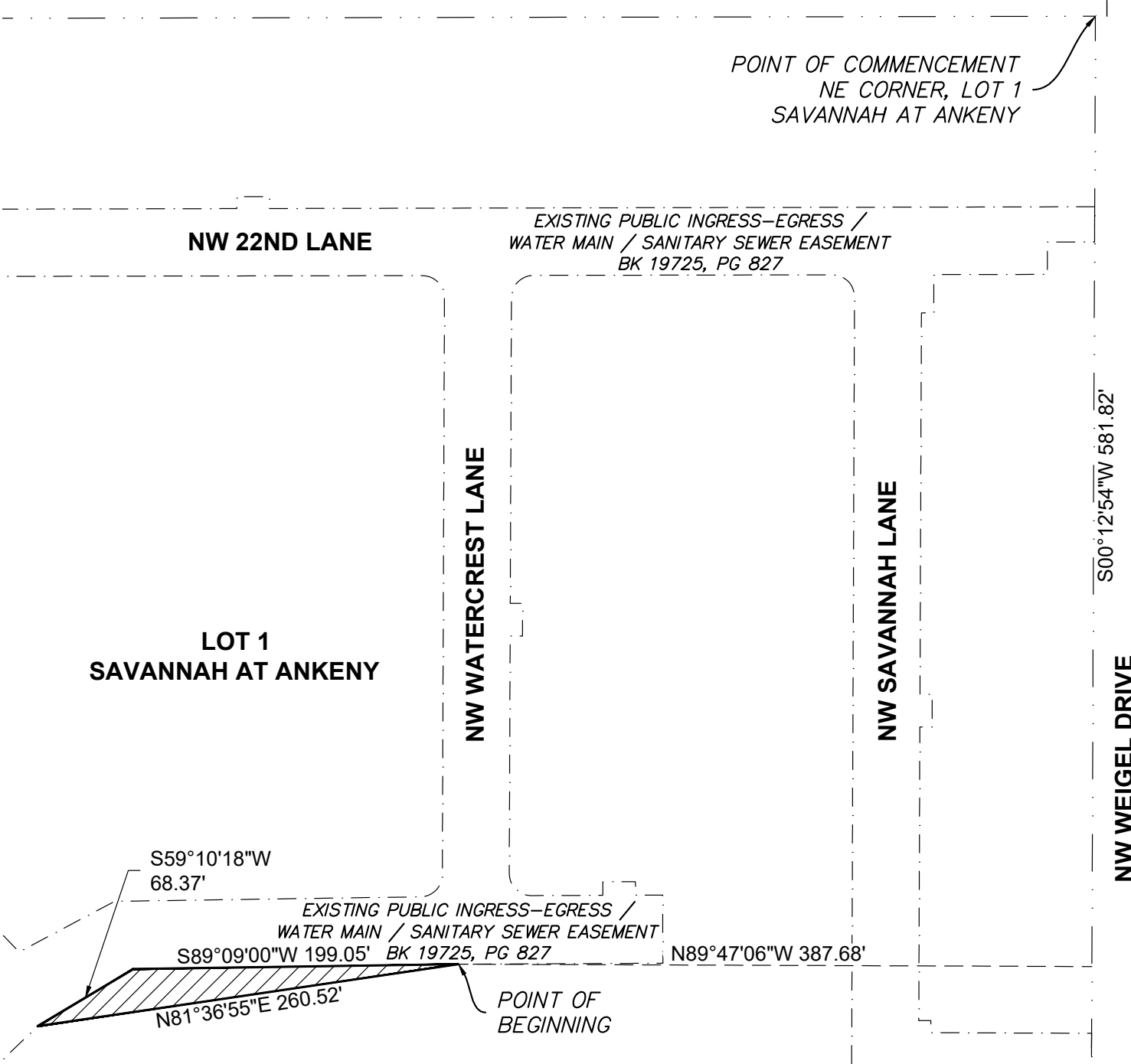
\_\_\_\_\_  
Michelle Yuska, City Clerk

**STATE OF IOWA, COUNTY OF POLK, ss:**

On this 21<sup>st</sup> day of April, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Bobbi B. Bentz and Michelle Yuska, to me personally known, who being by me duly sworn did say that they are the Mayor and City Clerk, respectively, of the City of Ankeny, Iowa; that the seal affixed to the above and foregoing instrument is the corporate seal of said corporation, and that said instrument was signed pursuant to a Resolution adopted by the City Council of Ankeny, Iowa, on the 21<sup>st</sup> day of April, 2025, and the said Bobbi B. Bentz and Michelle Yuska acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said corporation, by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

EXHIBIT A  
EASEMENT VACATION



LEGAL DESCRIPTION:

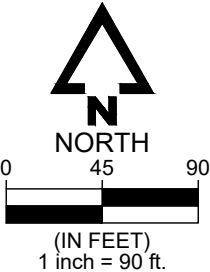
A PART OF LOT 1, SAVANNAH AT ANKENY, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, IOWA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

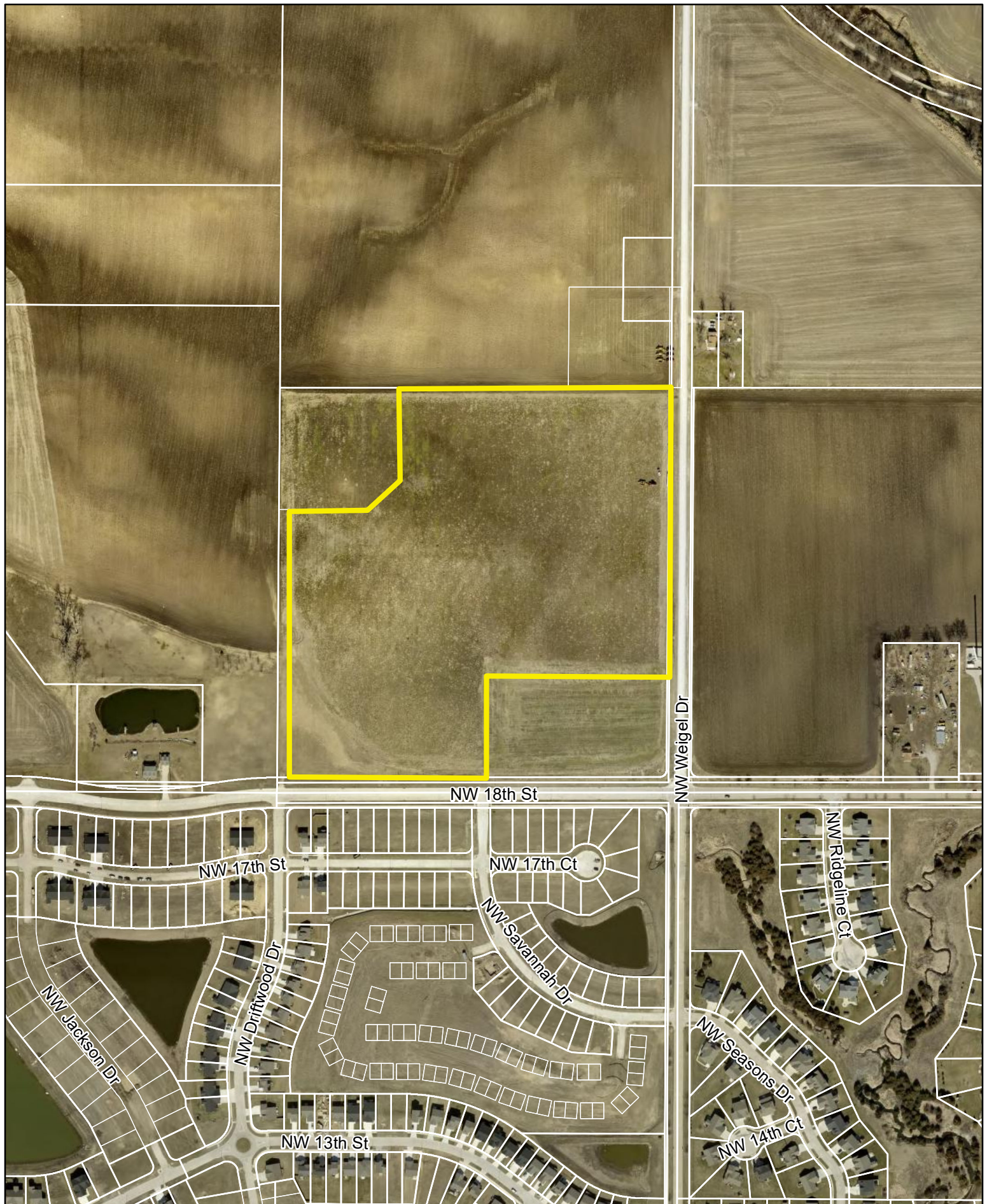
COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 1; THENCE S00°12'54"W, ALONG THE EAST LINE OF SAID LOT 1, A DISTANCE OF 581.82 FEET; THENCE N89°47'06"W, 387.68 FEET, TO THE POINT OF BEGINNING; THENCE S89°09'00"W, 199.05 FEET; THENCE S59°10'18"W, 68.37 FEET; THENCE N81°36'55"E, 260.52 FEET, TO THE POINT OF BEGINNING.

DESCRIBED AREA CONTAINS 3,400 SQUARE FEET.



335 SE Oralabor Road  
Ankeny, Iowa 50021  
515-512-1361





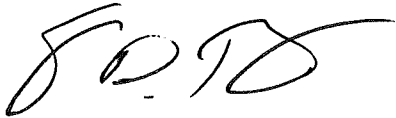
*Savannah*  
◆  
ANKENY

City of Ankeny  
Attn: Planning Department  
410 W. First  
Ankeny, IA 50023

November 14, 2024

RE: Letter of Request for Vacation of Public Ingress/Egress, Water Main and Sanitary Sewer Easement

The proprietor, SCS Ankeny, LLC, hereby requests the vacation of the attached Public Ingress/Egress, Water Main and Sanitary Sewer Easement filed February 26, 2024 Book 19725, page 827-831 of the county records, and replacement with the attached proposed Public Ingress/Egress, Water Main and Sanitary Sewer Easement.



Anthony D. Rodriguez  
Senior Vice President

Encl:

Public Ingress/Egress, Water Main and Sanitary Sewer Easement 19725, 827-831  
Public Ingress/Egress, Water Main and Sanitary Sewer Easement Proposed





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2201      An Ordinance amending the Zoning Regulations, Chapter 192, of the Municipal Code of the City of Ankeny, Iowa, by Jerry's Homes Inc, from the current R-3, multiple family residence district, restricted to 10 units per acre, to PUD, planned unit development.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 2nd Reading  
LEGAL

EXECUTIVE SUMMARY

The applicant, Jerry's Homes, Inc is requesting to rezone property from R-3, Multiple Family Residence District restricted to 10 units per acre, to PUD, Planned Unit Development.

The area subject to the proposed rezoning consists of three parcels, totaling approximately 19.79 acres in size. The subject property is located northeast of the intersection of NW Weigel Drive and NW 18<sup>th</sup> Street just south of the High Trestle Trail. The property is currently zoned R-3, Multiple Family Residence District restricted to 10 units per acres. Property to the north is zoned R-3, Multiple Family Residence District restricted to single family. Properties to the east and west are zoned R-1, One-Family Residence District, and to the south is zoned PUD.

The proposed rezoning includes development of 54 single-family homes to be accessed off of NW Weigel Drive on minimum lot widths of 50 feet with 6,000 sq ft lot minimum. The submittal also includes a conceptual plan showing a private open space area in the northeast corner and two outlots for stormwater detention. Additional landscaping in the form of one tree per lot is written into the PUD.

The proposed rezoning generally aligns with The Ankeny Plan 2040 Future Land Use Map, which defines this property as Medium Density Residential (MD).

CITY MANAGER/STAFF RECOMMENDATIONS:

### PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

On March 4, 2025 the Plan and Zoning Commission recommended City Council approval of the request to rezone property owned by Jerry's Homes, Inc from R-3 Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development.

### FISCAL IMPACT

### PUBLIC OUTREACH EFFORTS

Legal publication and notification. The Plan & Zoning Commission held a public hearing at their meeting on February 18, 2025.

### ACTION REQUESTED

Consider motion to accept second consideration of ORDINANCE 2201.

### ATTACHMENTS

1. ORDINANCE
2. PZ Minutes
3. Staff Report
4. Applicant Letter
5. Rezoning Exhibit
6. PUD Book
7. Aerial Map
8. Zoning Map
9. Future Land Use Map



## ORDINANCE

### **ORDINANCE AMENDING THE ZONING REGULATIONS, CHAPTER 192, OF THE MUNICIPAL CODE OF THE CITY OF ANKENY, IOWA, BY JERRY'S HOMES INC, FROM THE CURRENT R-3, MULTIPLE FAMILY RESIDENCE DISTRICT, RESTRICTED TO 10 UNITS PER ACRE TO PUD, PLANNED UNIT DEVELOPMENT**

---

**WHEREAS**, on the 18<sup>th</sup> day of February, 2025, The Plan and Zoning Commission of the City of Ankeny, Iowa, held a public hearing; and on the 4<sup>th</sup> day of March, 2025, recommended City Council approval of an amendment to the Zoning Regulations, Chapter 192, of the Municipal Code of the City of Ankeny, Iowa, to rezone the following described property owned by Jerry's Homes, Inc from the current R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development.

**WHEREAS**, on the 5th day of May, 2025, after due notice and hearing provided by law, the Council now deems it reasonable and appropriate to rezone the following described property:

#### **LEGAL DESCRIPTION:**

A PART OF NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND A PART OF THE EAST HALF OF THE NORTHWEST QUARTER, LYING SOUTH OF THE ABANDONED RAILROAD RIGHT-OF-WAY, ALL IN SECTION 9, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 89°59'37" WEST ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, 630.24 FEET; THENCE NORTH 00°15'15" EAST, 197.75 FEET; THENCE NORTH 89°44'45" WEST, 110.00 FEET; THENCE NORTH 00°15'15" EAST, 352.00 FEET; THENCE NORTH 06°18'19" WEST, 38.01 FEET; THENCE NORTH 28°36'23" WEST, 31.66 FEET; THENCE NORTH 50°21'24" WEST, 203.92 FEET; THENCE NORTH 39°38'36" EAST, 135.00 FEET; THENCE NORTH 50°21'24" WEST, 188.34 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 270.00 FEET, WHOSE ARC LENGTH IS 185.92 FEET AND WHOSE CHORD BEARS NORTH 70°04'60" WEST, 182.27 FEET; THENCE NORTH 89°48'35" WEST, 161.79 FEET TO THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 00°20'12" EAST ALONG SAID WEST LINE, 291.23 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 00°16'48" WEST ALONG THE WEST LINE OF SAID EAST HALF, 357.12 FEET TO THE SOUTH LINE OF SAID ABANDONED RAILROAD RIGHT-OF-WAY; THENCE SOUTH 32°13'12" EAST ALONG SAID SOUTH LINE, 196.51 FEET; THENCE SOUTHEASTERLY ALONG SAID SOUTH LINE AND A CURVE CONCAVE NORTHEASTERLY WHOSE RADIUS IS 1482.54 FEET, WHOSE ARC LENGTH IS 1007.26 FEET AND WHOSE CHORD BEARS SOUTH 51°40'59" EAST, 988.00 FEET; THENCE SOUTH 71°08'48" EAST ALONG SAID SOUTH LINE, 451.83 FEET TO THE EAST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 00°21'46" WEST ALONG SAID EAST LINE, 756.12 FEET TO THE POINT OF BEGINNING AND CONTAINING 19.79 ACRES (862,131 SQUARE FEET).

#### **LAYMAN'S DESCRIPTION:**

Approximately 19.79-acres (+/-) located northeast of the intersection of NW Weigel Drive and NW 18<sup>th</sup> Street south of the High Trestle Trail

### **NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA:**

Section 1. That Chapter 192 of the Municipal Code of the City of Ankeny, Iowa, are hereby amended to rezone the above-described property owned by Jerry's Homes, Inc, from R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development.

Section 2. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3. This ordinance shall be in effect upon its final passage and publication as provided by law.

**PASSED** at Ankeny Iowa, this **5<sup>th</sup>**, day of **May**, 2025

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE**  
**DES MOINES REGISTER**  
**ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con** **4/7/25** **(P. Hrg.)**  
**2<sup>nd</sup> Con** **4/21/25**  
**3<sup>rd</sup> Con** **5/5/25**

**Meeting Minutes**  
**Plan & Zoning Commission Meeting**  
Tuesday, February 18, 2025  
Ankeny City Council Chambers, Second Floor  
1250 SW District Drive, Ankeny, Iowa

**CALL TO ORDER**

Chair Ted Rapp called the February 18, 2025 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

**ROLL CALL**

Members present: Ted Rapp, Randy Weisheit, Lisa West, Glenn Hunter, Trina Flack, and Todd Ripper.

Absent: Annette Renaud.

Staff present: Eric Jensen, Bryan Morrissey, Laura Hutzell, Ryan Kirschman and Brenda Fuglsang.

**AMENDMENTS TO THE AGENDA**

Motion by T.Flack to approve and accept the February 18, 2025 agenda without amendments. Second by T.Ripper. All voted aye. Motion carried 6 – 0.

**PUBLIC HEARING**

**Item #3. Jerry's Homes, Inc. request to rezone property from R-3, Multiple-Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development**

Staff Report: L.Hutzell reported that the applicant, Jerry's Homes, Inc is requesting to rezone property from R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development. She said the proposed rezoning consists of three parcels, totaling approximately 19.79 acres in size. The subject property is located northeast of the intersection of NW Weigel Drive and NW 18th Street just south of the High Trestle Trail. She stated that the property to the north is zoned R-3, Multiple Family Residence District, restricted to single family, properties to the east and west are zoned R-1, One-Family Residence District, and the property to the south is zoned PUD. L.Hutzell said the proposed rezoning includes development of 54 single-family homes on minimum lot widths of 50 feet. She noted that the conceptual plan shows a private open space area in the northeast corner and two outlots for stormwater detention. She presented the PUD conceptual plan and reviewed the proposed layout and noted bulk regulations. L.Hutzell also said that the proposed minimum lot widths of 50-feet and the reduction in building setbacks in this development align with Medium Density category and therefore a land use plan amendment is not required. She commented that the developer has submitted the required rezoning petitions and all legal notifications for the rezoning have been met. Staff will present a complete staff report and answer any questions raised during the public hearing at the next Plan and Zoning Commission meeting.

Erin Ollendike, Civil Design Advantage, LLC, 4121 NW Urbandale Drive, Urbandale on behalf of Jerry's Homes, Inc. commented that she would answer any questions the Commission may have regarding the request.

R.Weisheit said that in the PUD book under Vehicular Circulation, it mentions townhomes and asked if that reference is a typo.

Erin Ollendike presented the conceptual plan and pointed out that the property southwest of the proposed 54 single-family homes will probably be future townhomes.

There was no one in the audience to speak for or against the rezoning request.

Motion by T.Flack to close the public hearing, receive and file documents. Second by L.West. All vote aye. Motion carried 6 – 0.

Chair Ted Rapp addressed the audience after the public hearing to let them know that the item will come back to the Commission on Tuesday, March 4, 2025 for a recommendation to the City Council.

**Meeting Minutes**  
**Plan & Zoning Commission Meeting**  
Tuesday, March 4, 2025  
Ankeny City Council Chambers, Second Floor  
1250 SW District Drive, Ankeny, Iowa

**CALL TO ORDER**

Chair Ted Rapp called the March 4, 2025 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

**ROLL CALL**

Members present: Ted Rapp, Randy Weisheit, Lisa West, Glenn Hunter, Trina Flack, Annette Renaud, and Todd Ripper.

Staff present: Eric Jensen, Eric Carstens, Laura Hutzell, Ryan Kirschman and Brenda Fuglsang.

**AMENDMENTS TO THE AGENDA**

Motion by T.Flack to approve and accept the March 4, 2025 agenda without amendments. Second by G.Hunter.  
All voted aye. Motion carried 7 – 0.

**BUSINESS ITEMS**

**Item #3. Jerry's Homes, Inc. request to rezone property from R-3, Multiple-Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development**

Staff Report: L.Hutzell reported that the applicant, Jerry's Homes, Inc is requesting to rezone property from R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development. She said the proposed rezoning consists of three parcels, totaling approximately 19.79 acres in size. She stated that the subject property is located northeast of the intersection of NW Weigel Drive and NW 18th Street and just south of the High Trestle Trail. She noted the zoning for the surrounding properties. L.Hutzell said that the applicant included with their submittal a PUD book for this proposal. She presented the conceptual plan and provided an overview of the bulk regulations including landscaping, open space, storm water detention, sidewalks and access to the development. L.Hutzell also said that the proposed minimum lot widths of 50-feet and the reduction in building setbacks in this development align with Medium Density category and therefore, a land use plan amendment is not required. She stated the parkland dedication requirement with this development will be determined during the final plat process. The Commission held a public hearing on February 18, 2025 with no members of the public in attendance. Staff recommends that the Plan & Zoning Commission recommend City Council approval of the request by Jerry's Homes, Inc to rezone property from R-3, Multiple Family Residence District, restricted to 10 units per acre to PUD, Planned Unit Development.

Erin Ollendike, Civil Design Advantage, LLC, 4121 NW Urbandale Drive, Urbandale on behalf of Jerry's Homes, Inc. had no further comments for the Commission.

Motion by T.Ripper to recommend City Council approval of the request by Jerry's Homes, Inc, to rezone property from R-3, Multiple Family Residence District restricted to 10 units per acre to PUD, Planned Unit Development. Second by R.Weisheit. All vote aye. Motion carried 7 – 0.

---

**Agenda Item:** Trestle Ridge Estates Phase 3 PUD Rezoning – Public Hearing  
**Report Date:** February 26, 2025  
**Prepared By:** Laura Hutzell *ETC*  
Associate Planner

**Staff Recommendation**

That the Plan and Zoning Commission recommend City Council approval of the request by Jerry's Homes, Inc to rezone property from R-3, Multiple Family Residence District restricted to 10 units per acre to PUD, Planned Unit Development.

**Project Report**

The applicant, Jerry's Homes, Inc is requesting to rezone property from R-3, Multiple Family Residence District restricted to 10 units per acre, to PUD, Planned Unit Development.

The area subject to the proposed rezoning consists of three parcels, totaling approximately 19.79 acres in size. The subject property is located northeast of the intersection of NW Weigel Drive and NW 18<sup>th</sup> Street just south of the High Trestle Trail. The property is currently zoned R-3, Multiple Family Residence District restricted to 10 units per acres. Property to the north is zoned R-3, Multiple Family Residence District restricted to single family. Properties to the east and west are zoned R-1, One-Family Residence District, and to the south is zoned PUD.

The proposed rezoning includes development of 54 single-family homes to be accessed off of NW Weigel Drive on minimum lot widths of 50 feet. The submittal also includes a conceptual plan showing a private open space area in the northeast corner and two outlots for stormwater detention. Additional landscaping in the form of one tree per lot is written into the PUD.

The proposed rezoning generally aligns with The Ankeny Plan 2040 Future Land Use Map, which defines this property as Medium Density Residential (MD). This category is designed for single family dwelling units that are detached or attached horizontally to one or more units, typically referred to as cottage homes, townhome and rowhouses. Typical densities range from 5-12 dwelling units per acre. Land uses may also include single-family detached dwellings, tiny home developments (planned communities with single-family detached homes that are generally less than 500 square feet in total floor area), residential clustered developments; religious, educational, and institutional uses and structures; and public and private parks and recreation areas and structures.

The submittal includes a PUD Book and conceptual plan to provide greater detail for the potential development. Features within the PUD book include 50' minimum lot widths, 6,000 square foot minimum lot areas, required trees in front yards, a privately owned and maintained open space area, and two outlots for stormwater detention. The bulk regulations for the PUD are as follows:

- Single-Family Residential
  - Detached homes with minimum two-car attached
  - Minimum Lot Width at front yard setback - 50 feet (One-Family Homes)
  - Minimum Lot Area – 6,000 Square Feet
  - Minimum Yard Requirements
    - Front – 25 feet
    - Rear – 25 feet (covered or non-covered decks may extend up to 12 feet into the rear yard setback)
    - Side – 10 feet total (minimum 5' one side)
  - Additional Landscaping: A minimum of one overstory/ornamental tree within the front yard of each lot
  - R-3 Zoning Regulations shall apply to any items not covered within this PUD

The proposed minimum lot widths of 50-feet and the reduction in building setbacks in this development align with Medium Density category and therefore a land use plan amendment is not required.

#### **Parkland Dedication**

Per Ankeny City Code, parkland dedication is required for residential developments as a part of the final platting process. The formula for determining the amount of parkland that is to be dedicated is dependent on the individual lot sizes within a plat. In cases where it is not feasible for developers to dedicate land as a part of a proposed subdivision, payment in lieu of parkland is accepted. The PUD book outlines approximately 2.1 acres of parkland to be dedicated for this PUD. During the time of platting, the applicant will be required to work with City staff on plans to dedicate future parkland via a parkland dedication agreement or provide payment in lieu of.

The applicant has submitted the required rezoning petitions consisting of signatures of more than 60% of the land area specifically providing 75.62%.

Notifications of the public hearing were sent to the surrounding property owners within 250' of the subject rezoning on February 5, 2025; and a legal notice of the proposed rezoning and amendments was published on February 7, 2025. The Zoning Ordinance also requires that the applicant post public notification signage. The applicant posted the signage by February 10, 2025, which meets the required seven days of notification for the proposed rezoning before the public hearing.

#### **Public Hearing**

The Plan and Zoning Commission held a public hearing for the proposed rezoning on February 18, 2025. During the public hearing there was discussion regarding the project from City Staff, the applicant's engineer/representative, but no members of the public were in attendance.

#### **Summary**

The conditions outlined above influence City staff in determining that the proposed rezoning is consistent with the land use classifications shown on the Ankeny Plan 2040 Future Land Use Map and therefore, staff recommends that the Plan & Zoning Commission recommend City Council approval of the request by Jerry's Homes, Inc to rezone property from R-3, Multiple Family Residence District restricted to 10 units per acre to PUD, Planned Unit Development.



January 17, 2025

Honorable Mayor, City Council & Planning & Zoning Commission  
City of Ankeny  
Planning & Building Department  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50023

RE: Trestle Ridge Estates Phase 3 – Rezoning

Honorable Mayor, City Council and Planning & Zoning Commission;

On behalf of Jerry's Homes, Inc., we submit herewith the following request to rezone approximately 19.79 acres located approximately 1,600 feet northeast of the intersection of NW Weigel Drive and NW 18<sup>th</sup> Street just south of the High Trestle Trail. The existing zoning on the property is R-3 Multiple-Family Residence District restricted to 10 units per acre and we are requesting to rezone the property to a Planned Unit Development for the construction single family homes on a minimum lot width of 50 feet. Please accept this submittal for the next available Planning & Zoning and City Council meetings. Let me know if you have any questions or require any further information to complete your review. Thanks.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC



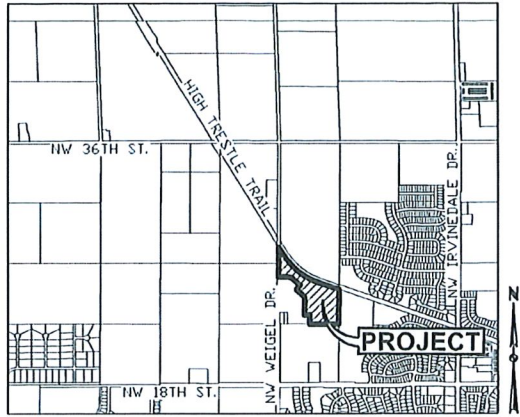
Erin K. Ollendike, P.E.

cc: Jennifer Ellison, Jerry's Homes, Inc.



VICINITY MAP

SCALE 1"=2000'



ANKENY, IOWA

OWNER / APPLICANT

JERRY'S HOMES INC  
3900 WESTOWN PARKWAY SUITE 100  
WEST DES MOINES, IA 50266

ZONING:

EXISTING: R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT  
RESTRICTED TO 10 UNITS PER ACRE

PROPOSED: PUD PLANNED UNIT DEVELOPMENT

REZONING DESCRIPTION - AREA 'A':

A PART OF NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND A PART OF THE EAST HALF OF THE NORTHWEST QUARTER, LYING SOUTH OF THE ABANDONED RAILROAD RIGHT-OF-WAY, ALL IN SECTION 9, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

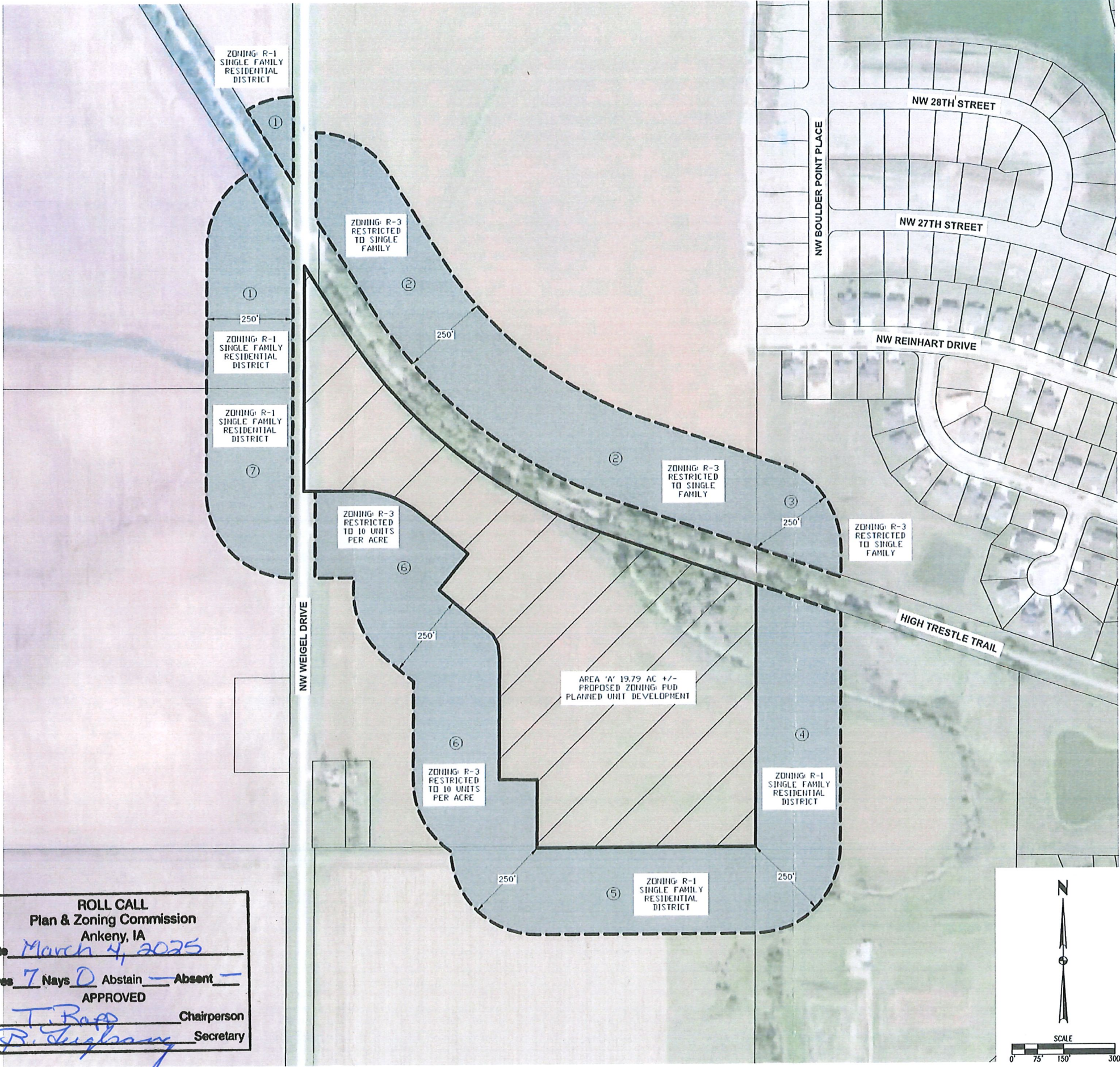
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ADJACENT OWNERSHIP:

|   | OWNER                   | ACRES | PERCENT | CONSENTING |
|---|-------------------------|-------|---------|------------|
| 1 | HARDSHIP LAND LLC       | 3.44  | 10.42%  | X          |
| 2 | ABSOLUTE FARMS LLC      | 9.46  | 28.67%  | X          |
| 3 | CITY OF ANKENY          | 1.37  | ----    |            |
| 4 | B&W FARMS LLC           | 5.22  | 15.82%  |            |
| 5 | MOECKLY FAMILY FARM LLC | 4.77  | 14.45%  | X          |
| 6 | JERRY'S HOMES INC       | 7.29  | 22.08%  | X          |
| 7 | DNF LLC                 | 2.82  | 8.56%   |            |
|   |                         | 34.39 | 100.00% | 75.62%     |

\* CITY OF ANKENY PROPERTY WAS EXCLUDED FROM THE CONSENTING PERCENTAGES.

ROLL CALL  
Plan & Zoning Commission  
Ankeny, IA  
Date March 4, 2025  
Ayes 7 Nays 0 Abstain — Absent —  
APPROVED  
T. Reed Chairperson  
R. Loughery Secretary



DATE  
01/17/2025  
03/13/2024

REVISIONS  
PREPARED  
REVIEWED

4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PHONE: (515) 369-4400

ENGINEER: EKO  
EI: MAE

TRESTLE RIDGE ESTATES PHASE 3  
REZONING MAP

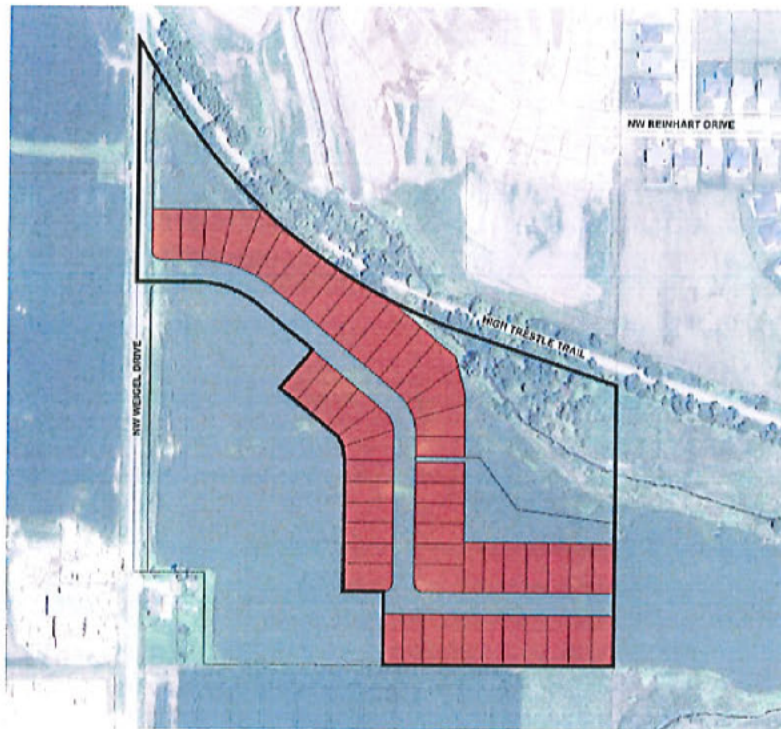
ANKENY, IOWA

2206.425



# TRESTLE RIDGE PHASE 3 PROPERTY

## PLANNED UNIT DEVELOPMENT



CITY OF ANKENY

**Applicant:**

**Jerry's Homes, Inc.**  
3900 Westown Pkwy, Suite 100  
West Des Moines, Iowa 50266

**Prepared by:**



|                          |               |             |   |
|--------------------------|---------------|-------------|---|
| ROLL CALL                |               |             |   |
| Plan & Zoning Commission |               |             |   |
| Ankeny, IA               |               |             |   |
| Date                     | March 4, 2025 |             |   |
| Ayes                     | 7             | Nays        | 0 |
| Abstain                  | —             | Absent      | — |
| APPROVED                 |               |             |   |
| T. Rapp                  |               | Chairperson |   |
| B. Sugrue                |               | Secretary   |   |

February 26, 2025

# TRESTLE RIDGE PHASE 3 PROPERTY

## Planned Unit Development

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#### **1 THE PLAN**

Overview Narrative  
PUD Master Plan  
Bulk Regulations

#### **2 REZONING REQUEST**

Rezoning Petition  
Rezoning Map

#### **3 SUPPORTING EVIDENCE**

Supporting Evidence Statement  
Parkland Dedication Calculation

#### **4 ARCHITECTURAL CHARACTER**

Architectural Character Statement

# THE PLAN

## **Trestle Ridge Phase 3 Property - Ankeny**

### OVERVIEW NARRATIVE

The Trestle Ridge Phase 3 property consists of 19.79 acres offering a mix of single family residential and a parcel to be left as private open space. The property is generally located east of NW Weigel Drive and south of the High Trestle Trail. The overall property is currently zoned R-3 Multi Family Residential restricted to 10 units per acre.

A portion of the property (19.79 acres) is being proposed as a Planned Unit Development with an underlying R-3 zoning that would allow single family residential lots with a minimum width of 50 feet. This product allows further diversity within the development and will allow a more affordable product for Ankeny residents. An outlot for private open space owned by the homeowner's association will also be situated off the High Trestle Trail in the northeast corner of the property that will provide connectivity to most of Ankeny and throughout Polk County. This development will connect to the High Trestle Trail either through the park or with sidewalks along NW Weigel Drive.

Architecture will be enhanced to maintain curb appeal and blend into the other residential products by providing features such as front porches, stone/brick on the front elevation, front columns, window accents and varied roof articulations. Examples of the architecture can be found further into this document.

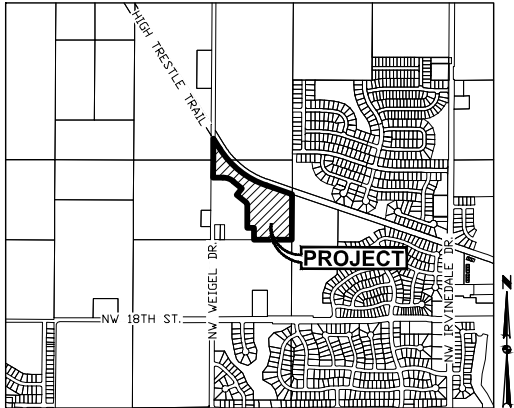
This PUD establishes bulk regulations, supporting evidence and development character for development within the PUD area. A conceptual master plan has been provided that illustrates the proposed land use, public street locations and open space location. A preliminary plat will be prepared and reviewed by the City for the development of the property that will further address street design, utilities, traffic generations and sewer/storm water calculations.

As detailed throughout the information provided, the Trestle Ridge Estates Phase 3 PUD offers guidelines allowing some flexibility in development beyond standard zoning. That flexibility includes allowing smaller lot sizes and a reduction in building setbacks. In return, the city of Ankeny is receiving a unique development that offers amenities that are not provided in a standard development. A variety of architectural elements are being added to the homes being built within the PUD area to enhance curb appeal and additional landscaping is required to provide more trees to the property.

# TRESTLE RIDGE ESTATES PHASE 3

## P.U.D. CONCEPTUAL PLAN

### VICINITY MAP



ANKENY, IOWA

### OWNER / APPLICANT

JERRY'S HOMES INC  
3900 WESTOWN PARKWAY SUITE 100  
WEST DES MOINES, IA 50266  
CONTACT: JENNIFER ELLISON  
PH: (515) 727-0356

### ENGINEER

CIVIL DESIGN ADVANTAGE  
CONTACT: ERIN OLLENDIKE  
4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PH. (515) 369-4400

### ZONING:

PUD: PLANNED UNIT DEVELOPMENT  
R-3: MULTI FAMILY RESIDENTIAL

### SURVEYOR

CIVIL DESIGN ADVANTAGE  
CONTACT: CHARLIE MCGLOTHLEN  
4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PH. (515) 369-4400

### BULK REGULATIONS:

PUD: (LOTS 1-54, AND OUTLOTS 'X', 'Y' AND 'Z')  
SETBACKS:

FRONT YARD = 25 FEET  
REAR YARD = 25 FEET  
SIDE YARD = 5 FEET

MINIMUM LOT WIDTH = 50 FEET  
MINIMUM LOT AREA = 6,000 SF

#### NOTE:

- A MINIMUM OF ONE OVERSTORY / ORNAMENTAL TREE SHALL BE PLANTED WITHIN THE FRONT YARD OF EACH LOT.
- DETACHED HOMES REQUIRE A MINIMUM OF A TWO-CAR ATTACHED GARAGE.

### NOTES:

- THE DEVELOPER WILL BE RESPONSIBLE FOR STREET LIGHTS ALONG PUBLIC STREETS INCLUDING NW WEIGEL DRIVE.
- THIS DEVELOPMENT WILL BE PART OF A HOMEOWNERS ASSOCIATION.
- ALL SIDEWALKS WILL BE 5' WIDE.
- AT THE TIME OF FINAL DESIGN UTILITY STRUCTURES AND ADA RAMPS WILL BE REVIEWED TO AVOID CONFLICTS WITH DRIVEWAYS.
- REPAIR ANY FIELD TILE ENCOUNTERED AND CONNECT TO STORM SEWER WHEREVER POSSIBLE.
- OUTLOTS 'X' AND 'Y' WILL BE OWNED AND MAINTAINED BY A HOMEOWNER'S ASSOCIATION.
- LOT 1 WILL NOT BE ALLOWED A DRIVEWAY ACCESS TO NW WEIGEL DRIVE. DRIVEWAY FOR LOT 1 SHALL BE AS FAR EAST OF NW WEIGEL DRIVE AS POSSIBLE.
- 5' SIDEWALK ON EAST SIDE OF NW WEIGEL DRIVE FROM STREET A TO HIGH TRESTLE TRAIL TO BE INSTALLED BY DEVELOPER WITH THE PUBLIC IMPROVEMENTS.
- PROPOSED UTILITY LAYOUTS SHOWN ARE PRELIMINARY AND SUBJECT TO MODIFICATION WITH THE SUBMITTAL OF PUBLIC IMPROVEMENT CONSTRUCTION DRAWINGS.
- FENCES/STRUCTURES SHALL NOT BE ALLOWED IN THE REAR LOTS OF 4-16 WITHIN THE EASEMENT AREA.

### P.U.D. LEGAL DESCRIPTION

A PART OF NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND A PART OF THE EAST HALF OF THE NORTHWEST QUARTER, LYING SOUTH OF THE ABANDONED RAILROAD RIGHT-OF-WAY, ALL IN SECTION 9, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 89°59'37" WEST ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, 630.24 FEET; THENCE NORTH 00°15'15" EAST, 197.75 FEET; THENCE NORTH 89°44'45" WEST, 110.00 FEET; THENCE NORTH 00°15'15" EAST, 352.00 FEET; THENCE NORTH 06°18'19" WEST, 38.01 FEET; THENCE NORTH 28°36'23" WEST, 31.66 FEET; THENCE NORTH 50°21'24" WEST, 203.92 FEET; THENCE NORTH 39°38'36" EAST, 135.00 FEET; THENCE NORTH 50°21'24" WEST, 188.34 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 270.00 FEET, WHOSE ARC LENGTH IS 185.92 FEET AND WHOSE CHORD BEARS NORTH 70°04'60" WEST, 182.27 FEET; THENCE NORTH 89°48'35" WEST, 161.79 FEET TO THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 00°20'12" EAST ALONG SAID WEST LINE, 291.23 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 00°16'48" WEST ALONG THE WEST LINE OF SAID EAST HALF, 357.12 FEET TO THE SOUTH LINE OF SAID ABANDONED RAILROAD RIGHT-OF-WAY; THENCE SOUTH 32°13'12" EAST ALONG SAID SOUTH LINE, 196.51 FEET; THENCE SOUTHEASTERLY ALONG SAID SOUTH LINE AND A CURVE CONCAVE NORTHEASTERLY WHOSE RADIUS IS 1482.54 FEET, WHOSE ARC LENGTH IS 1007.26 FEET AND WHOSE CHORD BEARS SOUTH 51°40'59" EAST, 988.00 FEET; THENCE SOUTH 71°08'48" EAST ALONG SAID SOUTH LINE, 451.83 FEET TO THE EAST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 00°21'46" WEST ALONG SAID EAST LINE, 756.12 FEET TO THE POINT OF BEGINNING AND CONTAINING 19.79 ACRES (862,131 SQUARE FEET).

# **Trestle Ridge Estates Phase 3 – Ankeny Planned Unit Development**

## **BULK REGULATIONS**

### **AREA A' – SINGLE-FAMILY RESIDENTIAL (50'+ Lots)**

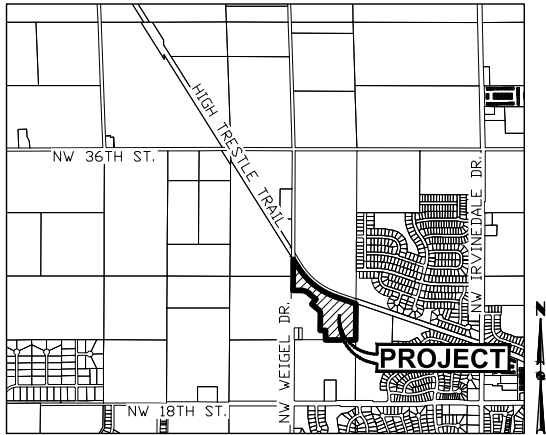
- Detached homes with minimum two-car attached
- Minimum Lot Width at front yard setback – 50 feet
- Minimum Lot Area – 6,000 s.f.
- Minimum Yard Requirements:
  - Front – 25 feet
  - Rear – 25 feet (covered or non-covered decks may extend up to 12 feet into the rear yard setback)
  - Side – 10 feet total (min. 5' one side)
- Additional Landscaping: A minimum of one overstory/ornamental tree shall be planted within the front yard of each lot.
- R-3 Zoning Regulations shall apply to any items not covered within this PUD

# **REZONING REQUEST**



VICINITY MAP

SCALE 1"=2000'



ANKENY, IOWA

OWNER / APPLICANT

JERRY'S HOMES INC  
3900 WESTOWN PARKWAY SUITE 100  
WEST DES MOINES, IA 50266

ZONING:

EXISTING: R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT  
RESTRICTED TO 10 UNITS PER ACRE

PROPOSED: PUD PLANNED UNIT DEVELOPMENT

REZONING DESCRIPTION - AREA 'A':

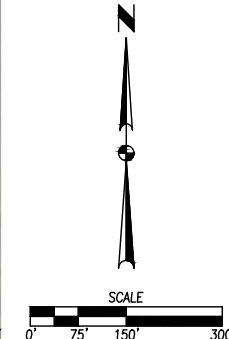
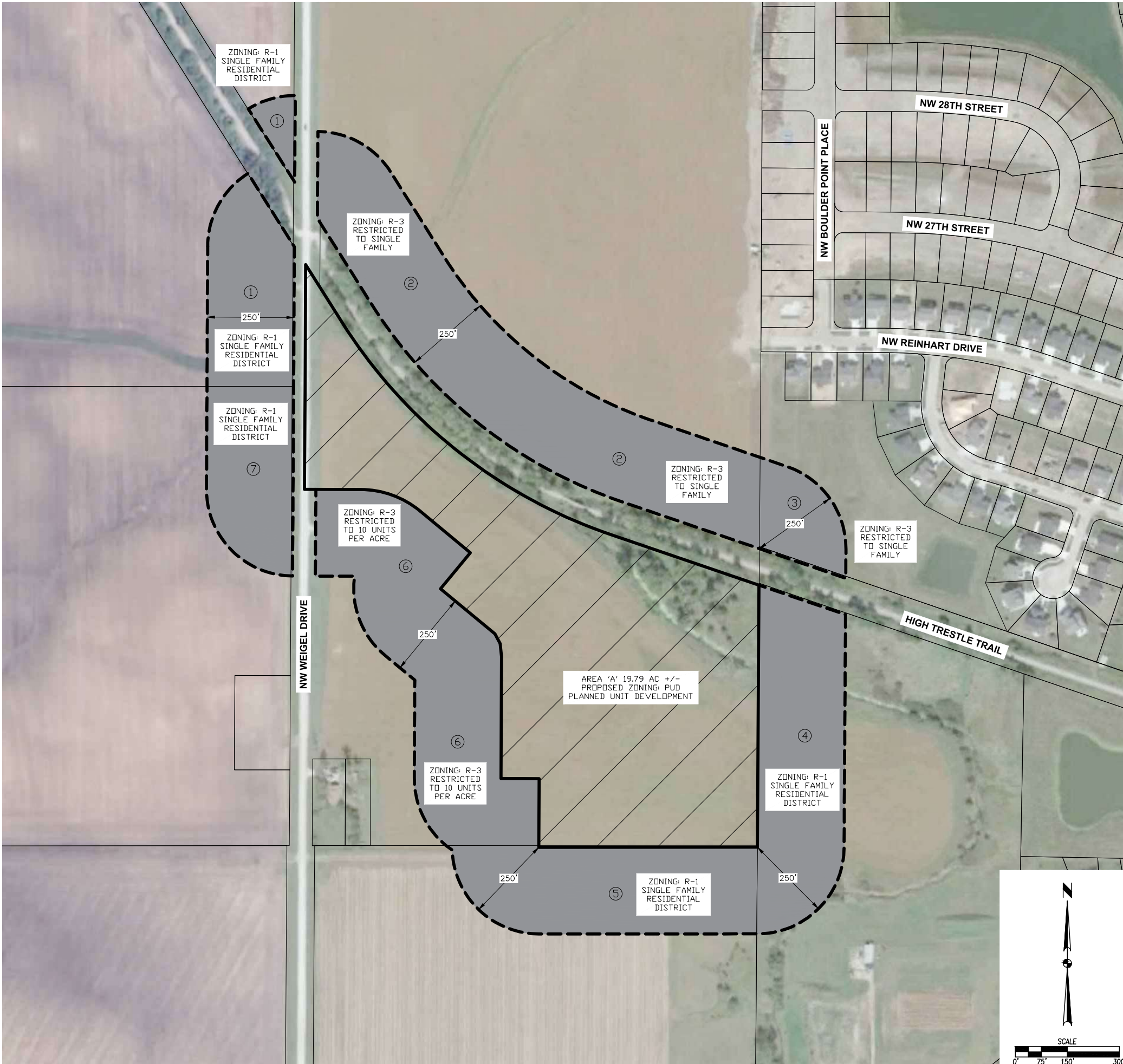
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BEGINNING AT THE SOUTHEAST CORNER OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 89°59'37" WEST ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, 630.24 FEET; THENCE NORTH 00°15'15" EAST, 197.75 FEET; THENCE NORTH 89°44'45" WEST, 110.00 FEET; THENCE NORTH 00°15'15" EAST, 352.00 FEET; THENCE NORTH 06°18'19" WEST, 38.01 FEET; THENCE NORTH 28°36'23" WEST, 31.66 FEET; THENCE NORTH 50°21'24" WEST, 203.92 FEET; THENCE NORTH 39°38'36" EAST, 135.00 FEET; THENCE NORTH 50°21'24" WEST, 188.34 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 270.00 FEET, WHOSE ARC LENGTH IS 185.92 FEET AND WHOSE CHORD BEARS NORTH 70°04'60" WEST, 182.27 FEET; THENCE NORTH 89°48'35" WEST, 161.79 FEET TO THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 00°20'12" EAST ALONG SAID WEST LINE, 291.23 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE NORTH 00°16'48" WEST ALONG THE WEST LINE OF SAID EAST HALF, 357.12 FEET TO THE SOUTH LINE OF SAID ABANDONED RAILROAD RIGHT-OF-WAY; THENCE SOUTH 32°13'12" EAST ALONG SAID SOUTH LINE, 196.51 FEET; THENCE SOUTHEASTERLY ALONG SAID SOUTH LINE AND A CURVE CONCAVE NORTHEASTERLY WHOSE RADIUS IS 1482.54 FEET, WHOSE ARC LENGTH IS 1007.26 FEET AND WHOSE CHORD BEARS SOUTH 51°40'59" EAST, 988.00 FEET; THENCE SOUTH 71°08'48" EAST ALONG SAID SOUTH LINE, 451.83 FEET TO THE EAST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 00°21'46" WEST ALONG SAID EAST LINE, 756.12 FEET TO THE POINT OF BEGINNING AND CONTAINING 19.79 ACRES (862,131 SQUARE FEET).

ADJACENT OWNERSHIP:

|   | OWNER                   | ACRES | PERCENT | CONSENTING |
|---|-------------------------|-------|---------|------------|
| 1 | HARDSHIP LAND LLC       | 3.44  | 10.42%  | X          |
| 2 | ABSOLUTE FARMS LLC      | 9.46  | 28.67%  | X          |
| 3 | CITY OF ANKENY          | 1.37  | ----    |            |
| 4 | B&W FARMS LLC           | 5.22  | 15.82%  |            |
| 5 | MOECKLY FAMILY FARM LLC | 4.77  | 14.45%  | X          |
| 6 | JERRY'S HOMES INC       | 7.29  | 22.08%  | X          |
| 7 | DNF LLC                 | 2.82  | 8.56%   |            |
|   |                         | 34.39 | 100.00% | 75.62%     |

\* CITY OF ANKENY PROPERTY WAS EXCLUDED FROM THE CONSENTING PERCENTAGES.



FILE: H:\2022\2206425\2206425-REZONING MAP.DWG  
DATE PLOTTED: 1/17/2025 9:46 AM  
PLOTTER: HP PLOTTER  
DRAWN BY: J. EVANS

COMMENTS:  
END

1

2206.425

1

REZONING MAP

1

TRESTLE RIDGE ESTATES PHASE 3

ANKENY, IOWA

CIVIL DESIGN ADVANTAGE

ENGINEER: EKO

EI: MAE

4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PHONE: (515) 369-4400

4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PHONE: (515) 369-4400

REVISIONS

DATE

01/17/2025

03/13/2024

REVISOR

REVISOR

REVISOR

REVISOR

REVISIONS

DATE

01/17/2025

03/13/2024

REVISOR

REVISOR

REVISOR

REVISOR



## PETITION FOR REZONING

TO: Honorable Mayor and City Council  
Plan and Zoning Commission

We, the undersigned owners of the following described real estate

Legal Description / Address:

request that said real estate be rezoned from its present classification of R-3 to PUD for the  
purpose of allowing the following use(s):  
50' Single Family Detached Residential Lots

The undersigned owners of real estate lying outside of said tract, but within two hundred and fifty (250') feet of the  
boundaries thereof, intervening streets and alleys not included in the computation of said distance, join in this  
petition for the purpose of having the above described real estate rezoned from R-3 to PUD.

### Parcel owner(s) signatures

Jerry's Homes, Inc., Adam J. Grubb

(owner name)

(Signature)

(owner name)

(Signature)

### Parcel owners within 250' of the above tract:

Property Owner: Handship Land LLC

Address: \_\_\_\_\_

Signature: Sunny Hall

Date: 8/30/24

Printed Name: Sunny Hall

Title: President

Property Owner: Absolute Farms LLC

Address: \_\_\_\_\_

Signature: Sunny Hall

Date: 8/30/24

Printed Name: Sunny Hall

Title: Chairman

# PETITION FOR REZONING

TO: Honorable Mayor and City Council  
Plan and Zoning Commission

We, the undersigned owners of the following described real estate

Legal Description / Address:

request that said real estate be rezoned from its present classification of R-3 to R-3/PUD for the purpose of allowing the following use(s):

50' Single Family Detached Residential Lots

The undersigned owners of real estate lying outside of said tract, but within two hundred and fifty (250') feet of the boundaries thereof, intervening streets and alleys not included in the computation of said distance, join in this petition for the purpose of having the above described real estate rezoned from R-3 to R-3/PUD.

## Parcel owner(s) signatures

Jerry's Homes, Inc., Adam J. Grubb

(owner name)

(Signature)

(owner name)

(Signature)

## Parcel owners within 250' of the above tract:

Property Owner: MOECKLY FAMILY FARM LLC

Address: 4121 NW 110<sup>th</sup> AVE., POLK CITY, IOWA 50226

Signature: Steven L. Moeckly

Date: 12-5-23

Printed Name: STEVEN L. MOECKLY

Title: President

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

### Legal Description

A PART OF NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND A PART OF THE EAST HALF OF THE NORTHWEST QUARTER, LYING SOUTH OF THE ABANDONED RAILROAD RIGHT-OF-WAY, ALL IN SECTION 9, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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## **SUPPORTING EVIDENCE**

# **Trestle Ridge Estates Phase 3 - Ankeny**

## **Supporting Evidence**

### **VEHICULAR CIRCULATION**

The primary access to the Trestle Ridge Estates Phase 3 Property will be from NW Weigel Drive that borders the property to the west. Internal public streets will be extended throughout the development that feed out to NW Weigel Drive in one location. Internal streets will be local public streets with on-street parking. The street network within the townhome area will be a series of private streets that funnel out to the public street within the development and potentially NW Weigel Drive.

### **PEDESTRIAN CIRCULATION**

Five-foot wide public sidewalks will be constructed on both sides of all public streets' interior to this subdivision and five-foot wide sidewalk on east side of NW Weigel Drive to provide pedestrian access to all site amenities including the city park and the High Trestle Trail. Pedestrian ramps will be provided at all major roadways to connect the existing surrounding neighborhoods.

### **UTILITIES**

Sanitary sewer service will be provided by connecting into an existing WRA owned 30-inch sanitary sewer trunk line that generally runs parallel to the High Trestle Trail along the north property line. All sanitary sewer mains within the single family areas will be 8-inch in size and will be public.

Water main that will serve this development will come from a 16-inch watermain along NW Weigel Drive. All internal watermain will be 8-inch diameter and will be public.

Storm sewer will be provided within public right-of-ways and sized per city code ultimately discharging into one of the two dry bottom detention basins provided onsite. This site has an existing drainage way in the northeast corner of the site so discharge points from the detention basins will occur along these areas.

Franchise utilities will service the PUD with 10' public utility easements and 7' gas easements generally connecting to services along NW Weigel Drive. These easements will be located adjacent to the public right-of-ways or within rear yards of residential lots as requested by the utility companies.

### **STORM WATER MANAGEMENT**

The Trestle Ridge Estates Phase 3 property generally drains from the southwest corner towards an existing drainageway that runs parallel to the High Trestle Trail along the north property line. Detention for the single-family residential areas will be provided in a combination of two dry bottom detention basins provided in the northwest and southeast corners of the property. All detention facilities shall be privately owned and maintained by a homeowner's association.

## PARKS

A private open space area is being proposed in the northeast corner of the property that is directly adjacent to the High Trestle Trail which will be a private amenity for the residents. The developer intends to dedicate the required parkland via a future parkland dedication agreement or possible payment in lieu of, to be determined at the time of platting. Parkland dedication calculations are included.

# PARKLAND DEDICATION CALCULATION

## Trestle Ridge Estates Phase 3 Property

Ankeny, Iowa

| AREA         | ZONING             | ACRES | Parkland % Required | Park Dedication Acres |
|--------------|--------------------|-------|---------------------|-----------------------|
|              |                    |       |                     |                       |
| A            | PUD Lots           | 10.40 | 10%                 | 1.04                  |
|              | Public ROW         | 3.22  | 0%                  | 0.00                  |
|              | Detention Ponds    | 2.32  | 0.00%               | 0.00                  |
|              | Private Open Space | 3.85  | 0.00%               | 0.00                  |
|              |                    |       |                     |                       |
|              |                    |       |                     |                       |
| <b>TOTAL</b> |                    | 19.79 |                     | <b>1.04</b>           |
|              |                    |       |                     |                       |

Note: The developer intends to dedicate the required parkland via a future parkland dedication agreement or possible payment in lieu of, to be determined at the time of platting.

City Park Land Provided = 0.00 Acres  
City Park Dedication Required = 1.04 Acres

# **ARCHITECTURAL CHARACTER**



## Trestle Ridge Estates Phase 3 – Ankeny

### ARCHITECTURAL CHARACTER STATEMENT

The following are examples of the type of architecture that will be constructed within the PUD area. A range of residential plans and custom features will be provided to promote curb appeal and a sense of neighborhood. Quality building materials will be used to construct the homes and natural colors such as earth tones, grays or natural wood colors will be used.









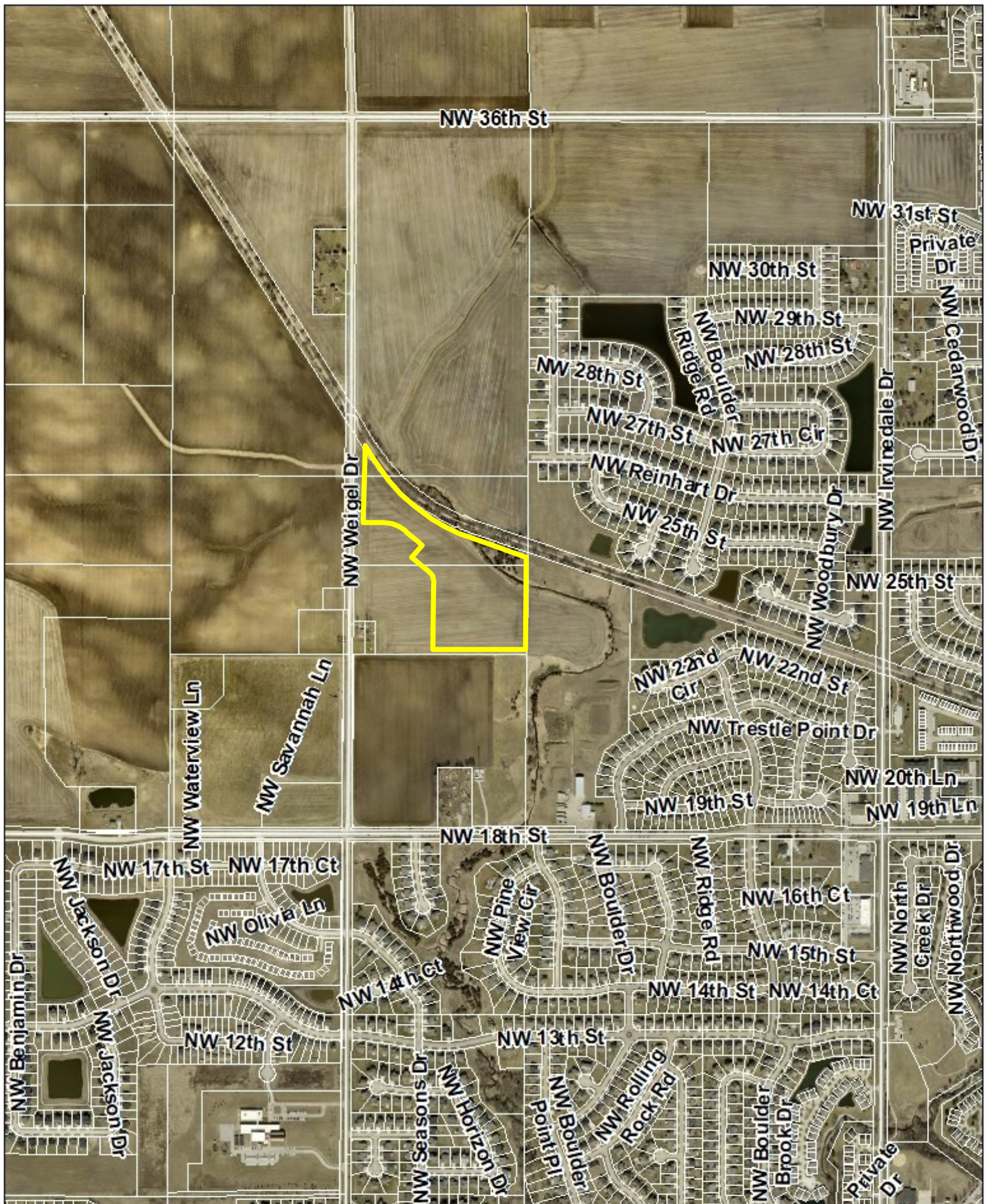




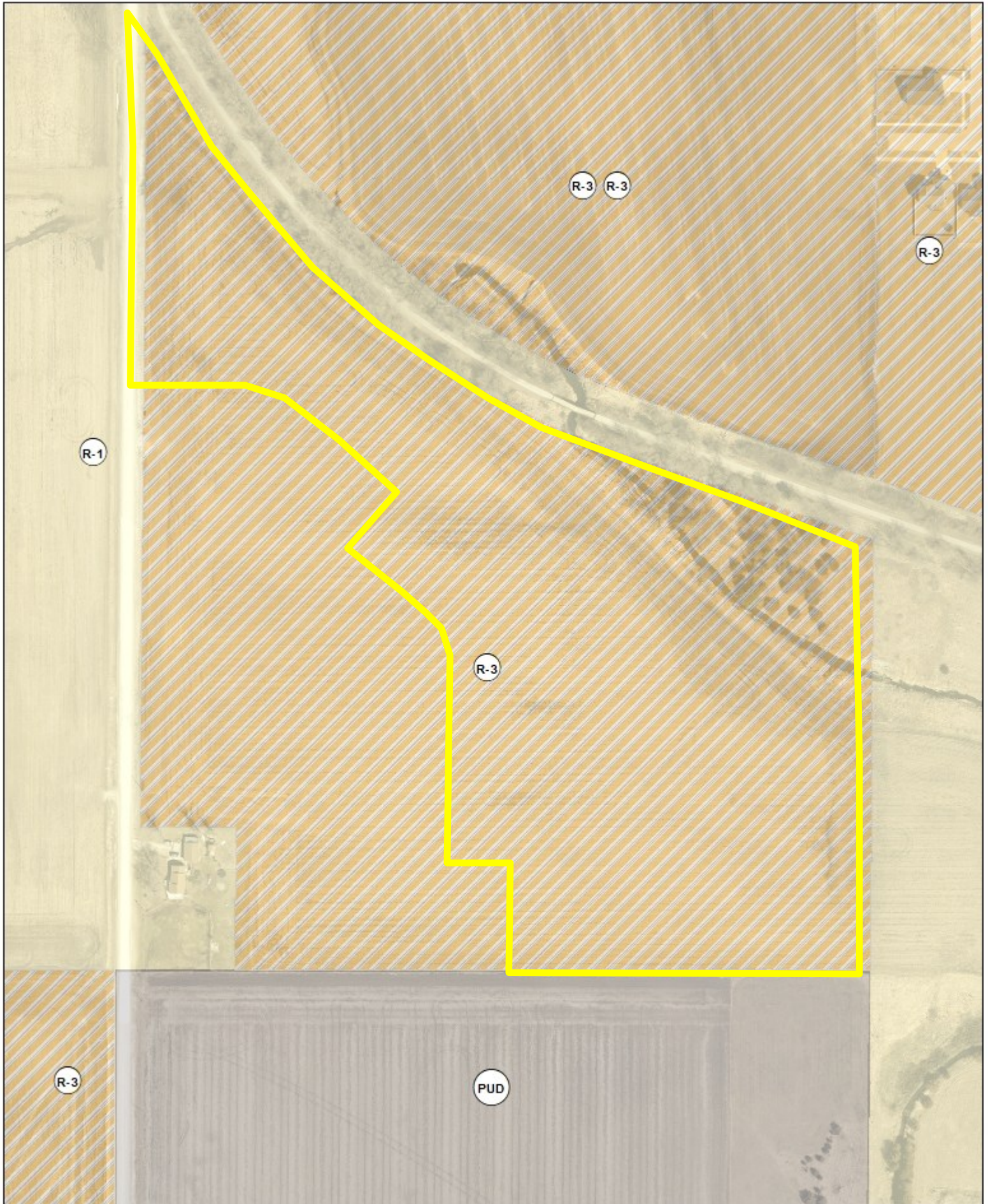




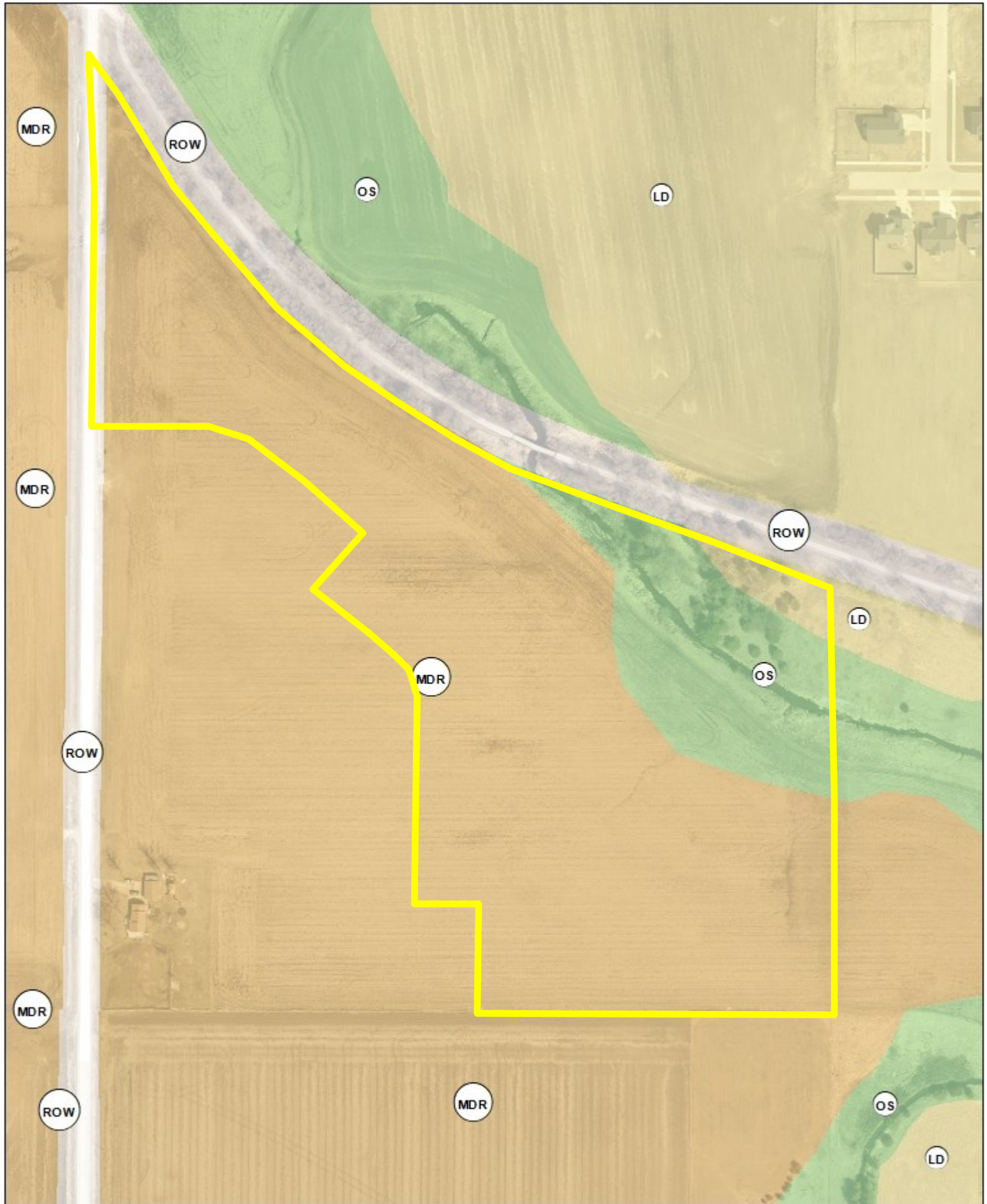












N  
1 inch = 215 feet  
Date: 1/23/2025

**Trestle Ridge Estates Phase 3 PUD Rezoning**  
**Future Land Use Map**



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2202      An Ordinance vacating a Public Utility Easement located on Lots 4 and 5, Kimberley Crossing Plat 2.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 2nd Reading  
LEGAL

EXECUTIVE SUMMARY

DR Horton-Iowa, LLC has requested the vacation of a Public Utility Easement located on Lots 4 and 5, Kimberley Crossing Plat 2. These lots were previously a part of Lot 16, Kimberley Crossing Plat 1. This lot was intended for a clubhouse and amenities, but was replatted into five single-family lots. The vacated easement has been replaced with a different easement to facilitate future development.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the request to vacate the Public Utility Easement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

Legal publication and notification.

ACTION REQUESTED

Consider motion to accept second consideration of ORDINANCE 2202.

## ATTACHMENTS

1. Ordinance
2. Easement Vacation Plat
3. Applicant Letter
4. Aerial Map
5. Utility Company Letters

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

Preparer Information: Jake Heil, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3544

**ORDINANCE**

**ORDINANCE VACATING A PUBLIC UTILITY EASEMENT LOCATED ON  
LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2**

**WHEREAS**, pursuant to notice published in the manner required by law, on the 7<sup>th</sup> day of April, 2025, the City Council of the City of Ankeny, Iowa, held a public hearing to consider a request to vacate a public utility easement, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, the City Council finds that all public purpose served by said easement will be replaced with other easement(s); and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of Ankeny that said easement be vacated.

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

SECTION I. The City of Ankeny does hereby vacate and release said easement, as shown on the attached Easement Vacation Plat.

SECTION II. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION III. This Ordinance shall be in effect upon its final passage and publication as required by law.

**PASSED AND APPROVED** this 5<sup>th</sup> day of May, 2025.

CITY OF ANKENY, IOWA

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN  
THE DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

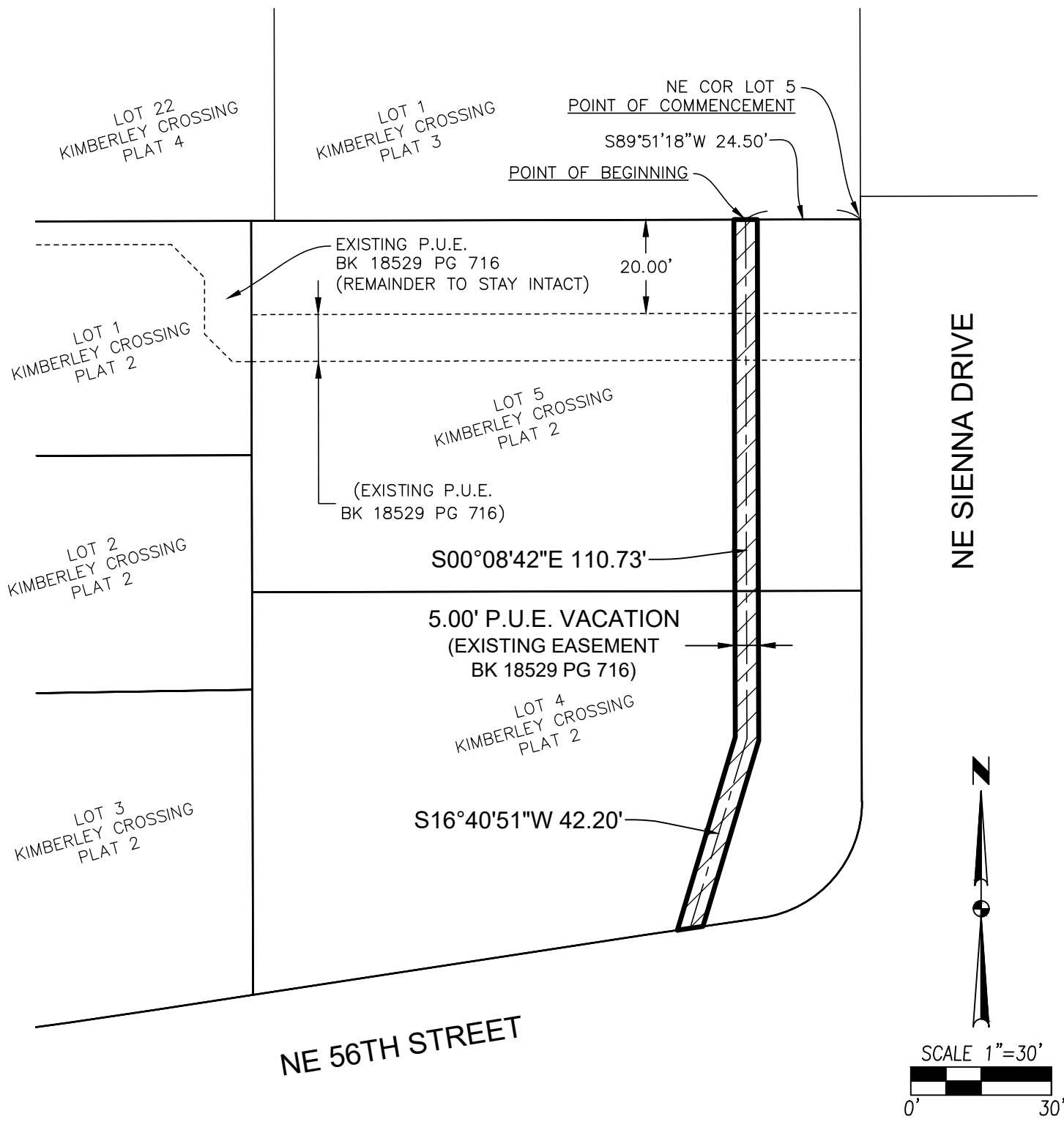
**1<sup>st</sup> Con** \_\_\_\_\_ **(Public Hearing)**  
**2<sup>nd</sup> Con** \_\_\_\_\_  
**3<sup>rd</sup> Con** \_\_\_\_\_

EXHIBIT 'A' - VACATION PLAT

PUBLIC UTILITY EASEMENT VACATION DESCRIPTION

A PART OF LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS A 5.00-FOOT-WIDE EASEMENT BEING 2.50 FEET ON EACH SIDE OF THE FOLLOWING CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 5; THENCE SOUTH 89°51'18" WEST ALONG THE NORTH LINE OF SAID LOT 5, A DISTANCE OF 24.50 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 00°08'42" EAST, 110.73 FEET; THENCE SOUTH 16°40'51" WEST, 42.20 FEET TO THE SOUTH LINE OF SAID LOT 4 AND THE POINT OF TERMINUS. SAID EASEMENT CONTAINS 0.02 ACRES (765 SQUARE FEET).



FILE: H:\2022\2203197\DWG\2203197-PUE VACATION.DWG  
FILE DATE: 1/16/25 DATE PLOTTED: 2/5/2025 10:41 AM  
PLOTTED BY: JON ERDAHL:

February 7, 2025

Honorable Mayor, City Council & Planning & Zoning Commission  
City of Ankeny  
Planning & Building Department  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50021

RE: Kimberley Crossing Plat 2 – Lots 4 & 5  
Easement Vacation Request

Honorable Mayor, City Council and Planning and Zoning Commission;

On behalf of DR Horton Iowa LLC and Kimberley Development Corporation, we submit herewith the following easement vacation request for a public utility, gas and drainage easement for lots 4 and 5 of Kimberley Crossing Plat 2. These easements were originally recorded with Kimberley Crossing Plat 1 and based on a modified lot configuration for this area new easements were recorded with Kimberley Crossing Plat 2. Therefore, these easements need to be vacated to allow for these lots to be developed with homes. The utility companies have provided sufficient information showing that there are no utilities within these areas to be vacated. Please accept this submittal for the next available Planning & Zoning and City Council meetings. Let me know if you have any questions or require any further information to complete your review. Thanks.

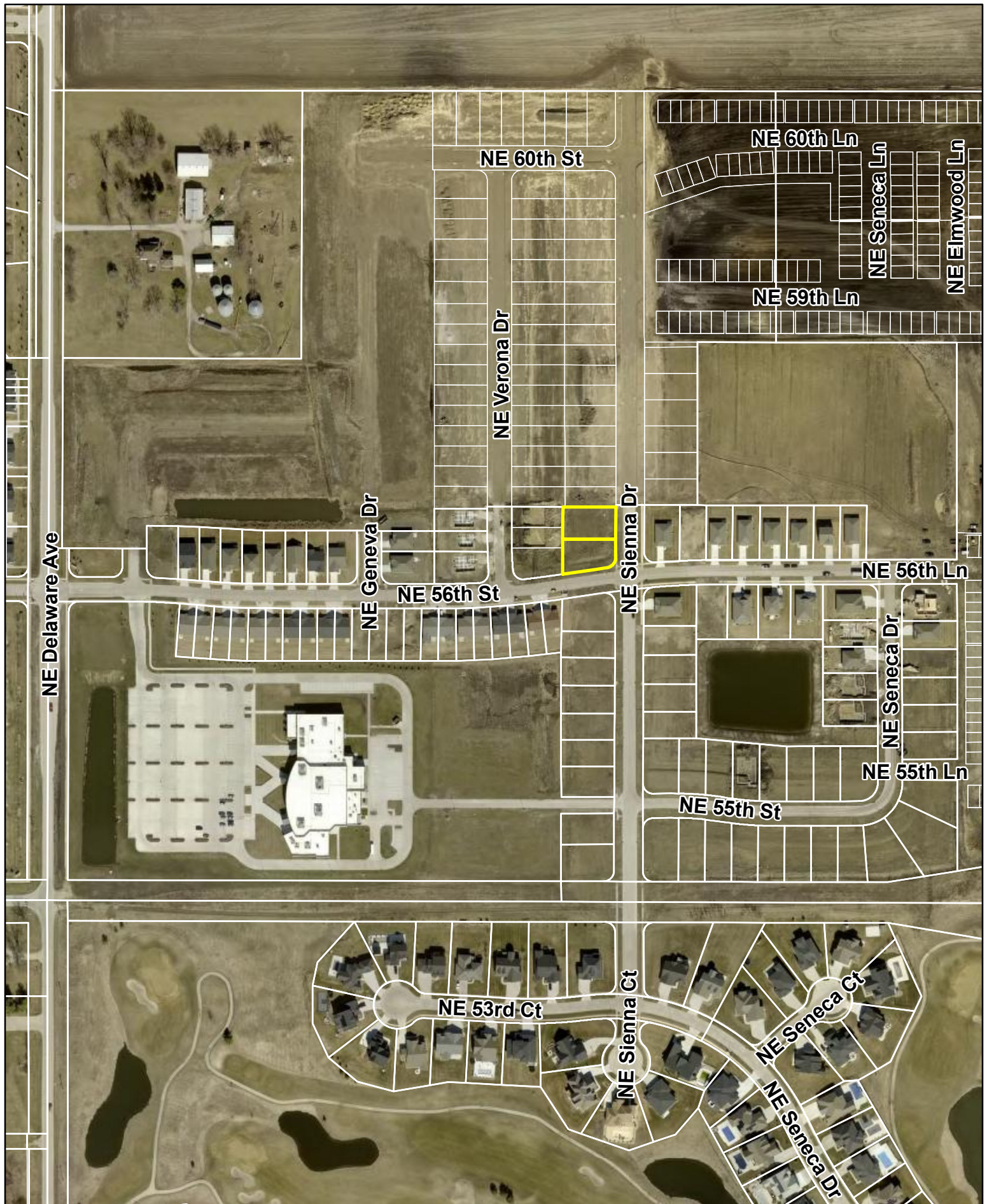
Sincerely,

CIVIL DESIGN ADVANTAGE, LLC



Erin K. Ollendike, P.E.









January 16, 2025

Civil Design Advantage  
4121 NW Urbandale Dr  
Urbandale, IA 50322

**RE: KIMBERLEY CROSSING PLAT 2  
EASEMENT VACATION REQUEST**

Dear Valued Customer,

Because of our total dependence on the availability of the utility easement for our outside plant facilities, the general position of Mediacom Cable Service is not to vacate or release these easements back to the property owner. However, concerning the above-mentioned plat, we are aware of the proposed new public utility easement to replace the easement being removed and have no objections to such.

I hope this information is sufficient for your transaction. Please call should you have further questions.

Sincerely,

A handwritten signature in black ink that reads "Jerry Broughton". The signature is written in a cursive, flowing style.

Jerry Broughton  
Construction Manager  
Mediacom Communications Corporation  
**845-587-2521**

**Mediacom Communications Corporation**

**2205 Ingersoll Ave • Des Moines, IA 50312 • 515-246-1890 • Fax 515-246-2211**



Your Touchstone Energy® Cooperative 

2074 242nd Street  
Marshalltown, Iowa 50158

---

(641) 752-1593  
(800) 696-6552  
Fax: (641) 752-5738

---

info@consumersenergy.coop  
www.consumersenergy.coop

---

All

Consumers Energy is good, vacating the easement shown in Kimberly Crossing Plat 2 lots 4 & 5 that you have been highlighted in yellow. We don't have any infrastructure in that area, we are located in the area that is highlighted in blue.

Thanks.

***Board of Directors:***

District 1 –  
Marshall, Jasper, & Tama Counties

Denny Beckman  
*President*

Bill Hobson  
*Director*

Pat VonAhnen  
*Secretary-Treasurer*

District 2 –  
Story County

Arden Greiner  
*Director*

Bob Meimann  
*Assistant Secretary-Treasurer*

Steve Quick  
*Director*

District 3 –  
Polk County

Craig Griffieon  
*Vice President*

Tony Lem  
*Director*

Jennifer Sease  
*Director*

***CEO/General Manager:***

Bridget Itzen

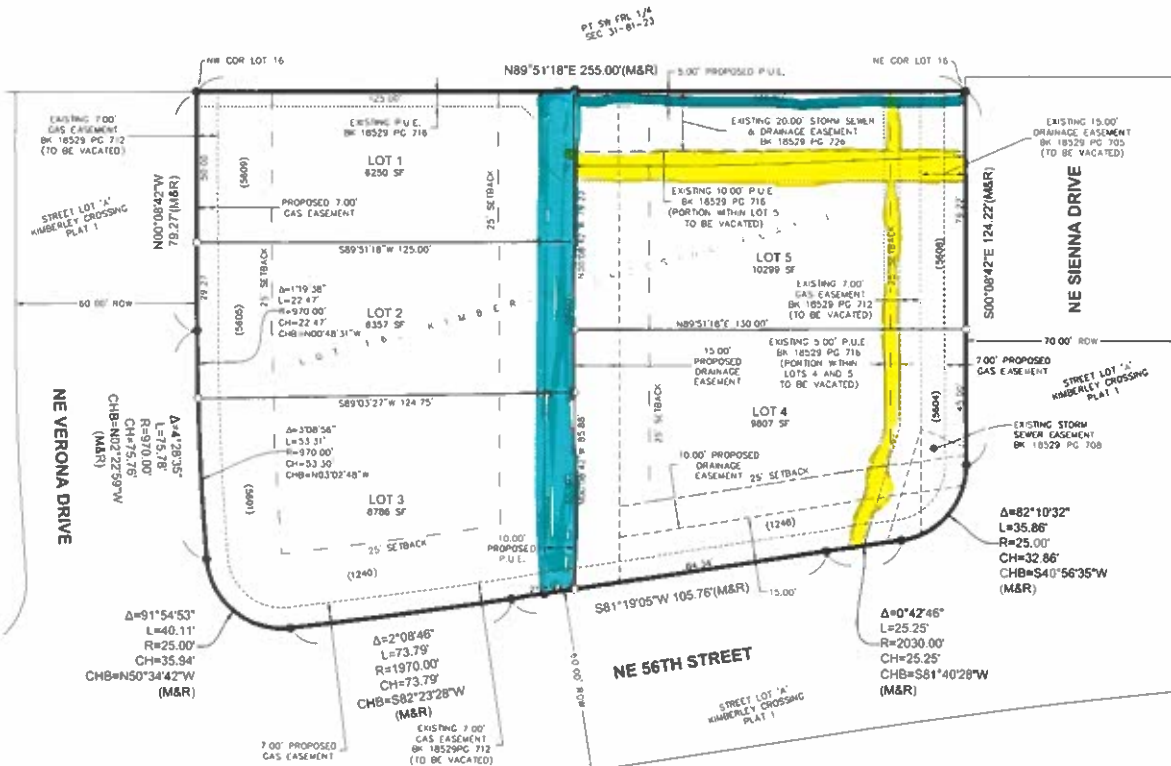
---

**IDEAL LEGEND**  
 LOCATION: LOT 16, KIMBERLEY CROSSING PLAT 1  
 ANKENY, POLK COUNTY, IOWA  
 REQUESTOR: KIMBERLEY DEVELOPMENT CORPORATION  
 PROPOSITOR: KIMBERLEY DEVELOPMENT CORPORATION  
 2785 N. ANKENY BLVD STE 22  
 ANKENY, IA 50022  
 SURVEYOR: MICHAEL A. BROOKER  
 SURVEYOR COMPANY: CIVIL DESIGN ADVANTAGE  
 PREPARED BY: CIVIL DESIGN ADVANTAGE  
 & RETURN TO: 1151 NW URBANDALE DRIVE  
 URBANDALE, IA 50003  
 PH 515-389-6400

# KIMBERLEY CROSSING PLAT 2 FINAL PLAT

EASEMENT TO BE ABANDONED

NEW PLATTED EASEMENT WHERE SERVICES EXIST



## OWNER / DEVELOPER

KIMBERLEY DEVELOPMENT CORPORATION  
 CONTACT: JENNA KIMBERLEY  
 2785 N. ANKENY BLVD STE 22  
 ANKENY, IA 50022  
 PH: (515) 963-8335

## ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE  
 4121 NW URBANDALE DRIVE  
 URBANDALE, IA 50022

## ZONING

PLANNED UNIT DEVELOPMENT

## BULK REGULATIONS

P.U.D. DISTRICT  
 MINIMUM LOT WIDTH: 50'  
 MINIMUM 2-4 FAMILY LOT WIDTH: 75' TOTAL  
 FRONT: 25'  
 REAR: 25'  
 SIDE: 5'

## DATE OF SURVEY

APRIL 4, 2022

## PLAT DESCRIPTION

LOT 16, KIMBERLEY CROSSING PLAT 1, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND CONTAINING 0.85 ACRES (41,499 SQUARE FEET).

THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

## NOTES

1. ANY SET MONUMENTATION SHOWN ON THIS PLAT WILL BE COMPLETED WITHIN ONE YEAR FROM THE DATE THIS PLAT WAS RECORDED.
2. LOTS MAY BE SUBJECT TO MINIMUM PROTECTION ELEVATIONS AND OTHER ELEVATION RESTRICTIONS NOT SHOWN ON THIS PLAT. REFER TO THE APPROVED PROJECT ENGINEERING DOCUMENTS FOR ANY ELEVATION RESTRICTIONS.
3. SUBJECT PROPERTY IS LOCATED IN UNSHADED ZONE "X" (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AS SHOWN ON THE FLOOD INSURANCE RATE MAPS FOR THE CITY OF ANKENY, POLK COUNTY, IOWA, MAP NUMBER 19153C0005F WITH AN EFFECTIVE DATE OF FEBRUARY 1, 2019.

## LEGEND

SECTION CORNER AS NOTED  
 1/2" REBAR, YELLOW PLASTIC CAP (#15900)  
 (UNLESS OTHERWISE NOTED)  
 MEASURED BEARING & DISTANCE  
 RECORDED BEARING & DISTANCE  
 DEEDED BEARING & DISTANCE  
 PUBLIC UTILITY EASEMENT  
 CURVE ARC LENGTH  
 LOT ADDRESS  
 CENTERLINE  
 SECTION LINE  
 EASEMENT LINE  
 BUILDING SETBACK LINE  
 PLAT BOUNDARY

## VICINITY MAP NOT TO SCALE



ANKENY, IOWA

SCALE  
 1" = 20' (FULL SCALE)



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.  
 MICHAEL A. BROOKER, P.E.S. DATE:  
 LICENSE NUMBER: 15980  
 MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2024  
 PAGES ON SHEET COVERED BY THIS SEAL  
 THIS SHEET

**KIMBERLEY CROSSING PLAT 2**  
**FINAL PLAT**  
 ANKENY, IOWA  
 CIVIL DESIGN ADVANTAGE  
 ENGINEER: EKO  
 ENGINEER: GH  
 4121 NW URBANDALE DRIVE  
 URBANDALE, IA 50022  
 PHONE: (515) 389-4400  
 2/4  
 2203.197

3/4/2025

Erin Ollendike  
Civil Design Advantage  
4121 NW Urbandale Drive  
Urbandale, IA 50322



No Reservations/No Objections

SUBJECT: 5608 NE Sienna Dr, Ankeny, IA – Vacate/Abandon

To Whom It May Concern:

Quest Corporation d/b/a CENTURYLINK QC ("CenturyLink") has reviewed the request for the subject vacation and has determined that it has no objections with respect to the areas proposed for vacation as shown and/or described on Exhibit "A", said Exhibit "A" attached hereto and incorporated by this reference.

It is the intent and understanding of CenturyLink that this vacation shall not reduce our rights to any other existing easement or rights we have on this site or in the area.

If you have any questions, please contact Richard Hollis at 903-559-1095 or [richard.hollis@lumen.com](mailto:richard.hollis@lumen.com)

Sincerely yours,

CenturyLink ROW Team

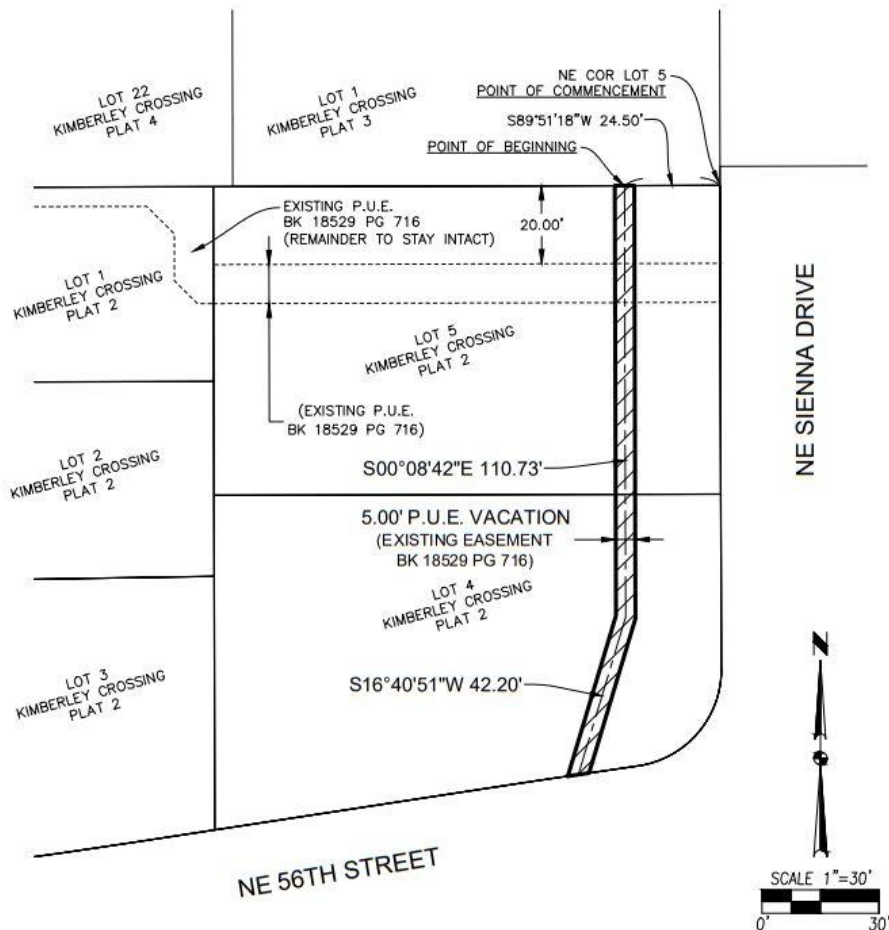
# Exhibit "A"

## EXHIBIT 'A' - VACATION PLAT

### PUBLIC UTILITY EASEMENT VACATION DESCRIPTION

A PART OF LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS A 5.00-FOOT-WIDE EASEMENT BEING 2.50 FEET ON EACH SIDE OF THE FOLLOWING CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 5; THENCE SOUTH 89°51'18" WEST ALONG THE NORTH LINE OF SAID LOT 5, A DISTANCE OF 24.50 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 00°08'42" EAST, 110.73 FEET; THENCE SOUTH 16°40'51" WEST, 42.20 FEET TO THE SOUTH LINE OF SAID LOT 4 AND THE POINT OF TERMINUS. SAID EASEMENT CONTAINS 0.02 ACRES (765 SQUARE FEET).



FILE: H:\2022\2203197\DWG\2203197-PUE VACATION.DWG  
FILE DATE: 1/16/25 DATE PLOTTED: 2/5/2025 10:41 AM  
PLOTTED BY: JON ERDAHL

1/1  
2203.197

PT LOTS 4 & 5  
KIMBERLEY CROSSING PLAT 2  
VACATION PLAT

ANKENY, IOWA

**GA**  
CIVIL DESIGN ADVANTAGE

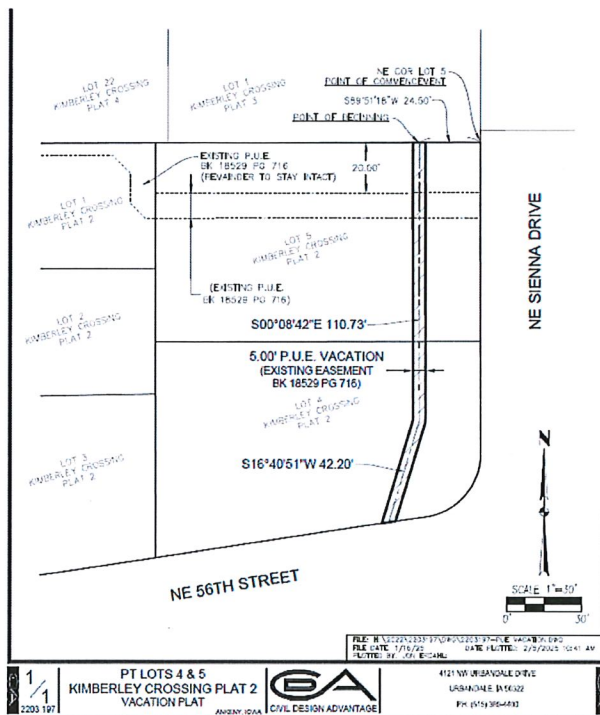
4121 NW URBANDALE DRIVE  
URBANDALE, IA 50322  
PH: (515) 369-4400

02/26/2025

To Whom it may concern at the City of Ankeny,

Lumen agrees to the abandoning of the 5 ft PUE going north south between Lots 4 and 5 of Kimberly Crossing Plat 2 in Ankeny, IA as we have no facilities there.

A PART OF LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS A 5.00-FOOT-WIDE EASEMENT BEING 2.50 FEET ON EACH SIDE OF THE FOLLOWING CENTERLINE: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 5; THENCE SOUTH  $89^{\circ}51'18''$  WEST ALONG THE NORTH LINE OF SAID LOT 5, A DISTANCE OF 24.50 FEET TO THE POINT OF BEGINNING; THENCE SOUTH  $00^{\circ}08'42''$  EAST, 110.73 FEET; THENCE SOUTH  $16^{\circ}40'51''$  WEST, 42.20 FEET TO THE SOUTH LINE OF SAID LOT 4 AND THE POINT OF TERMINUS. SAID EASEMENT CONTAINS 0.02 ACRES (765 SQUARE FEET).





## Jake Heil

---

**From:** Erin Ollendike <ErinO@cda-eng.com>  
**Sent:** Wednesday, February 26, 2025 1:59 PM  
**To:** Jake Heil  
**Subject:** FW: [External] Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation  
**Attachments:** Kimberley Crossing Plat 2\_PUE Vacation Plat\_2025-02-05.pdf; Kimberley Crossing Plat 2\_Gas Easement Vacation LOTS 4 AND 5.docx

**CAUTION:** This email is from an **EXTERNAL** sender. Look closely at the **SENDER** address. Do not open **ATTACHMENTS** unless expected. Check for **INDICATORS** of phishing. Hover over **LINKS** before clicking. When uncertain, use caution and reach out to the sender from a known trusted communication method before proceeding. Just because you know the sender, does not mean this specific email is safe.

Jake,  
See attached and below. I apologize as I sent the email to the wrong Jake. Thanks.

Erin Ollendike, PE | *project manager*



4121 NW Urbandale Drive Urbandale, IA 50322  
O 515.369.4400 D 515.369.4429 C 515.208.9188  
[ErinO@CDA-eng.com](mailto:ErinO@CDA-eng.com) | [www.CDA-eng.com](http://www.CDA-eng.com)

**From:** Erin Ollendike  
**Sent:** Wednesday, February 26, 2025 11:55 AM  
**To:** Mitch Wedell <MWedell@Ankenylowa.gov>; Jake Englin <jakee@haverkampgroup.com>  
**Subject:** FW: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

Mitch & Jake,  
See attached from Lumen. Will this work?

Erin Ollendike, PE | *project manager*



4121 NW Urbandale Drive Urbandale, IA 50322  
O 515.369.4400 D 515.369.4429 C 515.208.9188  
[ErinO@CDA-eng.com](mailto:ErinO@CDA-eng.com) | [www.CDA-eng.com](http://www.CDA-eng.com)

**From:** Reineke, Dwayne <[Dwayne.Reineke@lumen.com](mailto:Dwayne.Reineke@lumen.com)>  
**Sent:** Wednesday, February 26, 2025 11:07 AM  
**To:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>  
**Cc:** Easement, Nre <[Nre.Easement@lumen.com](mailto:Nre.Easement@lumen.com)>; Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>  
**Subject:** FW: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

Hello,

We are not in the easement that the developer is requesting that we vacate between lots 4 and 5.. Attached is a letter of agreement. I have copied our real estate group on this email as well.



Thanks,



**Dwayne J Reineke**  
SENIOR NETWORK IMPLEMENTATION PROGRAM  
MANAGER  
2103 E UNIVERSITY AVE DES MOINES, IA 50317  
tel: 515-461-4968 | cell: 515-360-8461  
[dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com)

**From:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>  
**Sent:** Wednesday, February 5, 2025 11:07 AM  
**To:** Reineke, Dwayne <[Dwayne.Reineke@lumen.com](mailto:Dwayne.Reineke@lumen.com)>  
**Cc:** Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>  
**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

Dwayne,  
Attached is an easement vacation plat we have prepared showing the portion of the easement that we want to vacate within Lots 4 & 5. The existing PUE (Bk 18529 Pg 716) is shown to remain which is where your utility is located. Is Lumen agreeable to vacate this portion of the easement? Thanks.

Erin Ollendike, PE | *project manager*



**CIVIL DESIGN ADVANTAGE**

4121 NW Urbandale Drive Urbandale, IA 50322  
O 515.369.4400 D 515.369.4429 C 515.208.9188  
[ErinO@CDA-eng.com](mailto:ErinO@CDA-eng.com) | [www.CDA-eng.com](http://www.CDA-eng.com)

**From:** Erin Ollendike  
**Sent:** Thursday, January 30, 2025 2:29 PM  
**To:** 'Reineke, Dwayne' <[Dwayne.Reineke@lumen.com](mailto:Dwayne.Reineke@lumen.com)>  
**Cc:** Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>  
**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

Dwayne,  
After talking with the city and the developer we will not be vacating the portion of easement that your utility was put in as nobody will pay to have the service relocated. We would still like to vacate the 5' PUE that runs north/south through Lots 4 & 5. Can you confirm that you are not utilizing that portion of the easement? Thanks.

Erin Ollendike, PE | *project manager*



**CIVIL DESIGN ADVANTAGE**

4121 NW Urbandale Drive Urbandale, IA 50322  
O 515.369.4400 D 515.369.4429 C 515.208.9188  
[ErinO@CDA-eng.com](mailto:ErinO@CDA-eng.com) | [www.CDA-eng.com](http://www.CDA-eng.com)

**From:** Reineke, Dwayne <[Dwayne.Reineke@lumen.com](mailto:Dwayne.Reineke@lumen.com)>  
**Sent:** Thursday, January 30, 2025 2:23 PM  
**To:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>

**Cc:** Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>

**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

You don't often get email from [dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com). [Learn why this is important](#)

Hi Erin,

I need a timeline for vacating this easement and placing my facilities into the PUE from the old. This relocation would be billable to either the developer or the City of Ankeny. I will begin the design to move to the new PUE, once I have the information requested.

Thank you,

**LUMEN**®

**Dwayne J Reineke**  
SENIOR NETWORK IMPLEMENTATION PROGRAM  
MANAGER  
2103 E UNIVERSITY AVE DES MOINES, IA 50317  
tel: 515-461-4968 | cell: 515-360-8461  
[dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com)

**From:** Reineke, Dwayne

**Sent:** Friday, January 17, 2025 3:38 PM

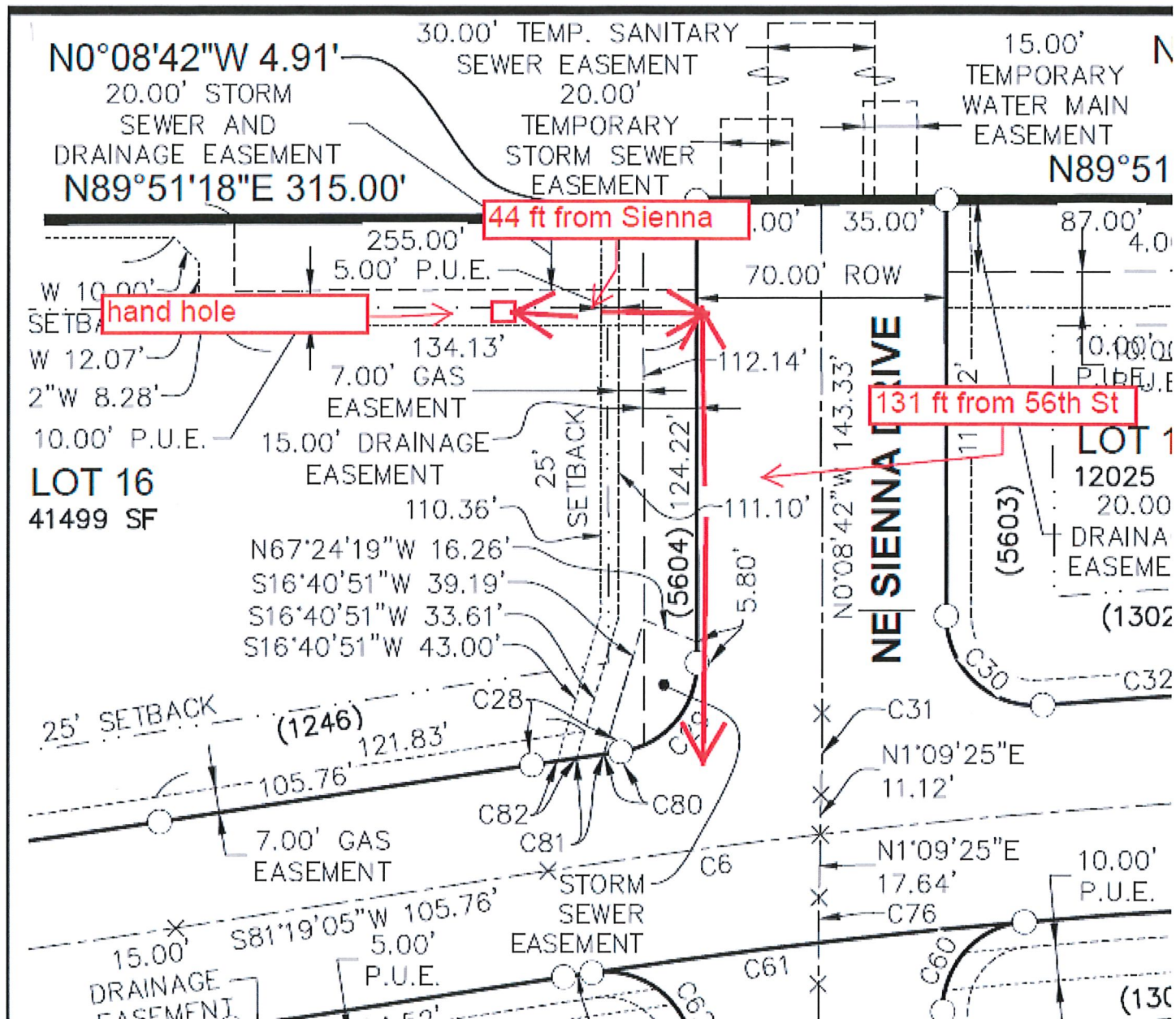
**To:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>

**Cc:** Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>

**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

Erin,

I went out and measured from 56<sup>th</sup> St to across from the HH and it was 131 ft to the north. From the Curb on Sienna Dr, the HH is 44 ft to the west. I believe we are placed in the original PUE.



Thanks,

**Dwayne J Reineke**  
 SENIOR NETWORK IMPLEMENTATION PROGRAM  
 MANAGER  
 2103 E UNIVERSITY AVE DES MOINES, IA 50317  
 tel: 515-461-4968 | cell: 515-360-8461  
[dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com)

**LUMEN®**



**From:** Reineke, Dwayne  
**Sent:** Friday, January 17, 2025 10:59 AM  
**To:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>  
**Cc:** Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>  
**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

We placed on Ankeny Permit #21-4149-RCSU. It was approved on 06/23/2021. I will try to go out later today or next week Tuesday to get a picture of the hand hole and pedestal in the PUE crossing on the north side of the 5608 Sienna Dr Lot.



Thanks,

**LUMEN**<sup>®</sup>

**Dwayne J Reineke**  
SENIOR NETWORK IMPLEMENTATION PROGRAM  
MANAGER  
2103 E UNIVERSITY AVE DES MOINES, IA 50317  
tel: 515-461-4968 | cell: 515-360-8461  
[dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com)

**From:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>  
**Sent:** Friday, January 17, 2025 9:47 AM  
**To:** Reineke, Dwayne <[Dwayne.Reineke@lumen.com](mailto:Dwayne.Reineke@lumen.com)>  
**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

CAUTION: This email originated outside of Lumen Technologies. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dwayne,  
There are no utilities to move. The new easements were platted before any utility companies were onsite and when the city issued permits I was told that they were not allowing people to go into the easements. Can you confirm if you have utilities within the easement?

Erin Ollendike, PE | *project manager*



**CIVIL DESIGN ADVANTAGE**

4121 NW Urbandale Drive Urbandale, IA 50322  
O 515.369.4400 D 515.369.4429 C 515.208.9188  
[ErinO@CDA-eng.com](mailto:ErinO@CDA-eng.com) | [www.CDA-eng.com](http://www.CDA-eng.com)

**From:** Reineke, Dwayne <[Dwayne.Reineke@lumen.com](mailto:Dwayne.Reineke@lumen.com)>  
**Sent:** Friday, January 17, 2025 9:43 AM  
**To:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>  
**Cc:** Brun, Chuck <[Charles.Brun@lumen.com](mailto:Charles.Brun@lumen.com)>; Kendrick, Barbara A <[Barbara.Kendrick@lumen.com](mailto:Barbara.Kendrick@lumen.com)>; Carter, Cynthia K <[Cynthia.K.Carter@lumen.com](mailto:Cynthia.K.Carter@lumen.com)>  
**Subject:** RE: Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

You don't often get email from [dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com). [Learn why this is important](#)

Hi Erin,

It is billable to move our fiber to the new easement. What is the contact information for the person or entity that will need to pay for the move before it is done?

Thank you,

**LUMEN**<sup>®</sup>

**Dwayne J Reineke**  
SENIOR NETWORK IMPLEMENTATION PROGRAM  
MANAGER  
2103 E UNIVERSITY AVE DES MOINES, IA 50317  
tel: 515-461-4968 | cell: 515-360-8461  
[dwayne.reineke@lumen.com](mailto:dwayne.reineke@lumen.com)

**From:** Erin Ollendike <[ErinO@cda-eng.com](mailto:ErinO@cda-eng.com)>  
**Sent:** Tuesday, January 14, 2025 10:52 AM



**To:** Angie Kisling <[Angela.Kisling@centurylink.com](mailto:Angela.Kisling@centurylink.com)>; Novy, Matthew D <[MDNovy@midamerican.com](mailto:MDNovy@midamerican.com)>; Carter, Cynthia K <[Cynthia.K.Carter@lumen.com](mailto:Cynthia.K.Carter@lumen.com)>; [kcollins1@mediacomcc.com](mailto:kcollins1@mediacomcc.com); Kevin Peterson <[kpeterson@consumersenergy.net](mailto:kpeterson@consumersenergy.net)>  
**Subject:** Kimberley Crossing Plat 2 - Ankeny - PUE & Gas Easement Vacation

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Everyone,

We were involved with a replat of lots out at Kimberley Crossing Plat 2. Basically this area was a large lot that was going to be developed as a clubhouse and instead was replatted into 5 single family lots. I know that electric and gas have already been installed within the newly platted PUE's which are shown in the attached platting document but I can't speak to Mediacom or Centurylink. Now that the easements are officially platted and homes are going up the city of Ankeny would like us to go through the process of vacating the old easements as shown in the attached document. In order to start this process the city is requiring that a letter be provided stating that you do not have services within the easement and are agreeable to release it. Let me know what additional information you need from me or if you have any questions. Thanks.

Erin Ollendike, PE | *project manager*



4121 NW Urbandale Drive Urbandale, IA 50322  
O 515.369.4400 D 515.369.4429 C 515.208.9188  
[ErinO@CDA-eng.com](mailto:ErinO@CDA-eng.com) | [www.CDA-eng.com](http://www.CDA-eng.com)

---

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ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2203      An Ordinance vacating a Public Gas Easement located on Lots 4 and 5, Kimberley Crossing Plat 2.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 2nd Reading  
LEGAL

EXECUTIVE SUMMARY

DR Horton-Iowa, LLC have requested the vacation of a Public Gas Easement located on Lots 4 and 5, Kimberley Crossing Plat 2. These lots were previously a part of Lot 16, Kimberley Crossing Plat 1. This lot was intended for a clubhouse and amenities, but was replatted into five single-family lots. The vacated easement has been replaced with a different easement to facilitate future development.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the request to vacate the Public Gas Easement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

Legal publication and notification.

ACTION REQUESTED

Consider motion to accept second consideration of ORDINANCE 2203.



## ATTACHMENTS

1. Ordinance
2. Easement Vacation Plat
3. Applicant Letter
4. Aerial Map
5. Utility Company Letter

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

Preparer Information: Jake Heil, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3544

**ORDINANCE**

**ORDINANCE VACATING A PUBLIC GAS EASEMENT  
LOCATED ON LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2**

**WHEREAS**, pursuant to notice published in the manner required by law, on the 7<sup>th</sup> day of April, 2025, the City Council of the City of Ankeny, Iowa, held a public hearing to consider a request to vacate a public gas easement, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, the City Council finds that all public purpose served by said easement will be replaced with other easement(s); and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of Ankeny that said easement be vacated.

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

SECTION I. The City of Ankeny does hereby vacate and release said easement, as shown on the attached Easement Vacation Plat.

SECTION II. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION III. This Ordinance shall be in effect upon its final passage and publication as required by law.

**PASSED AND APPROVED** this 5<sup>th</sup> day of May, 2025.

CITY OF ANKENY, IOWA

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN  
THE DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

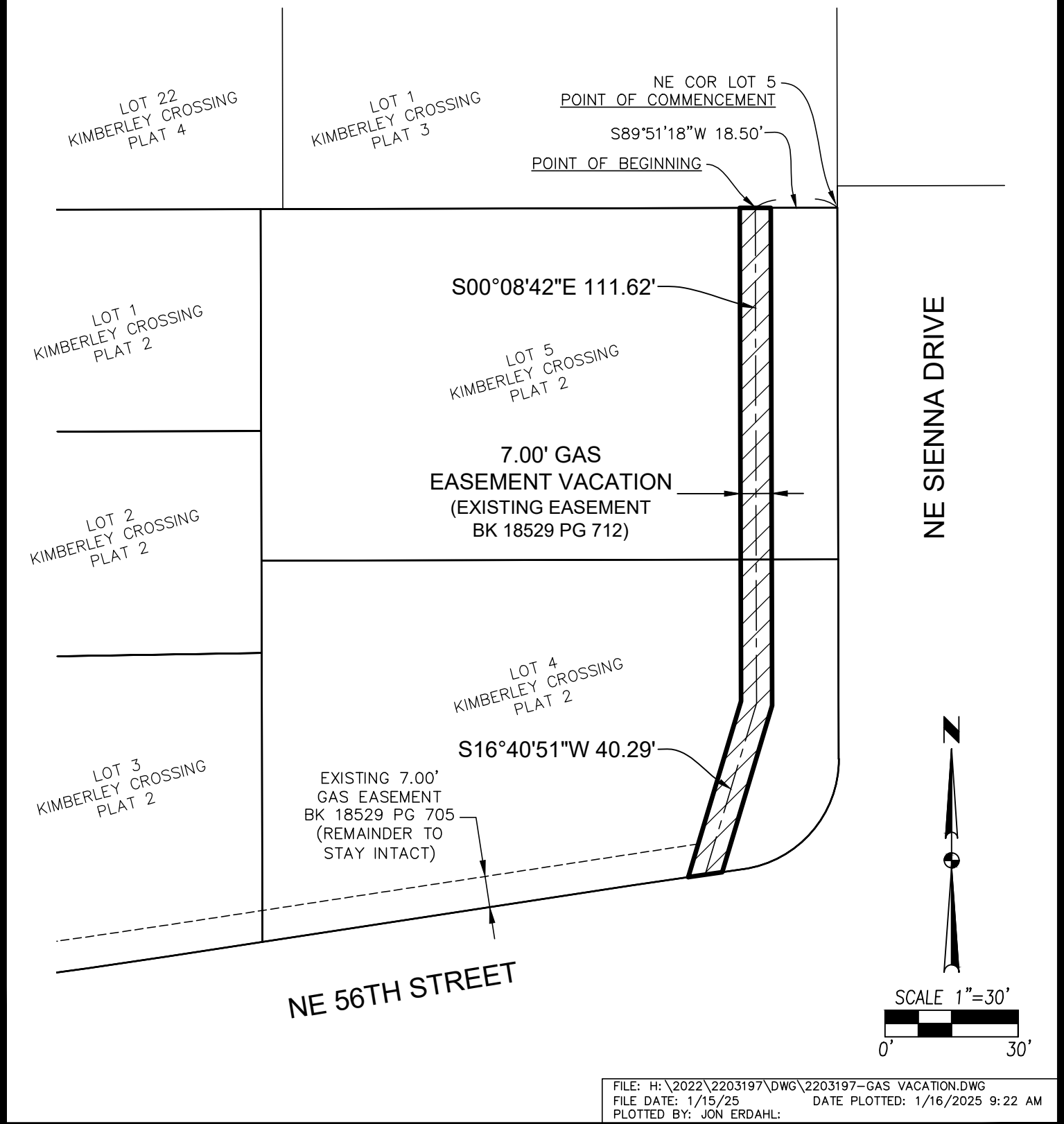
**1<sup>st</sup> Con** \_\_\_\_\_ **(Public Hearing)**  
**2<sup>nd</sup> Con** \_\_\_\_\_  
**3<sup>rd</sup> Con** \_\_\_\_\_

EXHIBIT 'A' - VACATION PLAT

GAS EASEMENT VACATION DESCRIPTION

A PART OF LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS A 7.00-FOOT-WIDE EASEMENT BEING 3.50 FEET ON EACH SIDE OF THE FOLLOWING CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 5; THENCE SOUTH 89°51'18" WEST ALONG THE NORTH LINE OF SAID LOT 5, A DISTANCE OF 18.50 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 00°08'42" EAST, 111.62 FEET; THENCE SOUTH 16°40'51" WEST, 40.29 FEET TO THE SOUTH LINE OF SAID LOT 4 AND THE POINT OF TERMINUS. SAID EASEMENT CONTAINS 0.02 ACRES (1,063 SQUARE FEET).



February 7, 2025

Honorable Mayor, City Council & Planning & Zoning Commission  
City of Ankeny  
Planning & Building Department  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50021

RE: Kimberley Crossing Plat 2 – Lots 4 & 5  
Easement Vacation Request

Honorable Mayor, City Council and Planning and Zoning Commission;

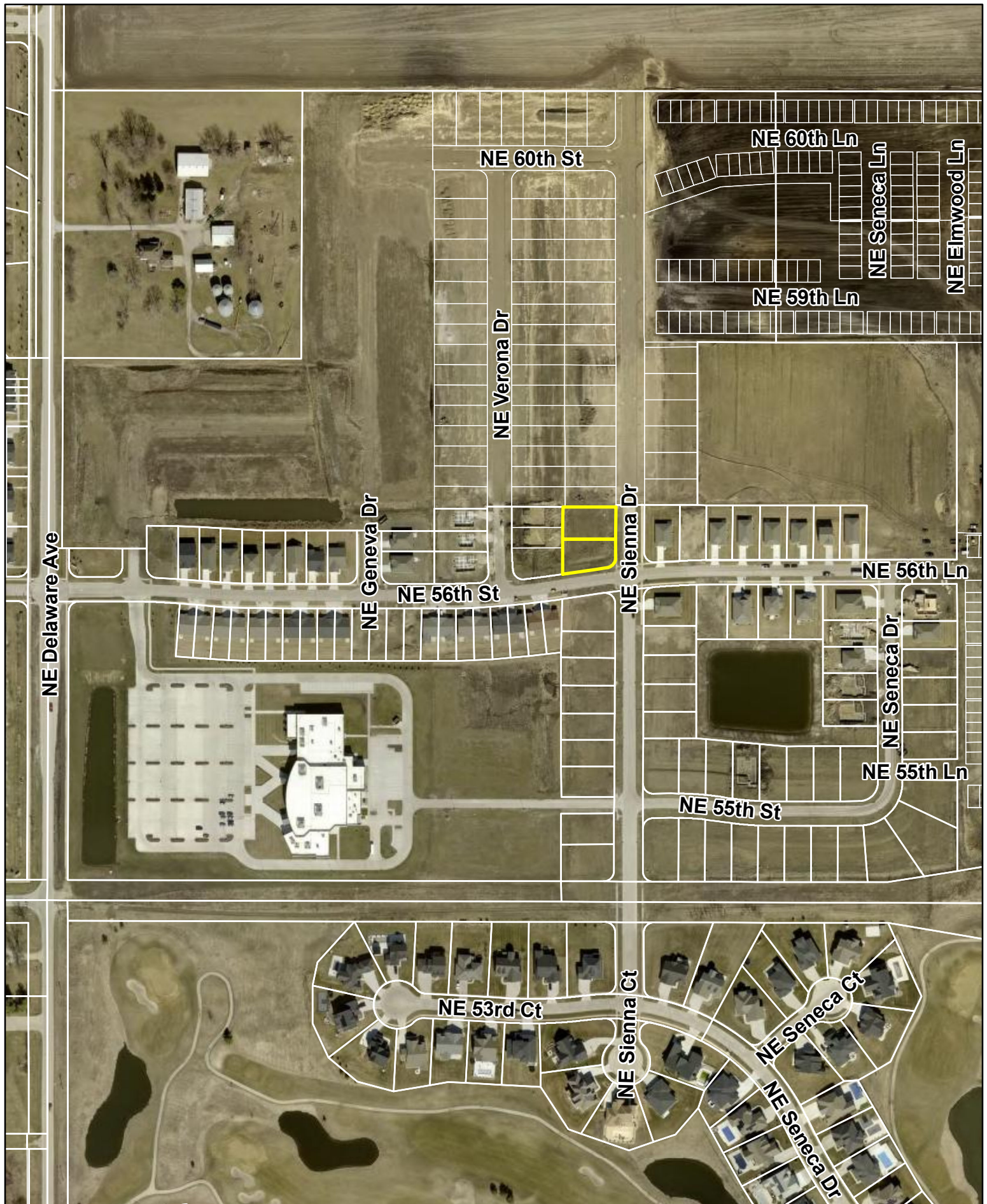
On behalf of DR Horton Iowa LLC and Kimberley Development Corporation, we submit herewith the following easement vacation request for a public utility, gas and drainage easement for lots 4 and 5 of Kimberley Crossing Plat 2. These easements were originally recorded with Kimberley Crossing Plat 1 and based on a modified lot configuration for this area new easements were recorded with Kimberley Crossing Plat 2. Therefore, these easements need to be vacated to allow for these lots to be developed with homes. The utility companies have provided sufficient information showing that there are no utilities within these areas to be vacated. Please accept this submittal for the next available Planning & Zoning and City Council meetings. Let me know if you have any questions or require any further information to complete your review. Thanks.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC



Erin K. Ollendike, P.E.





February 6, 2023

Kimberley Development Corp.  
2785 North Ankeny Boulevard, Suite 22  
Ankeny, IA 50023

Re: Partial release of interest of a platted and recorded 7.00' Gas Easement  
A part of Lot 16 of Kimberley Crossing Plat 1 Final Plat

Dear Kimberley Development Corp.:

This letter is in response to the request for MidAmerican Energy Company to release interest in a part of the seven (7') foot platted Gas Easement located within Lot 16 of Kimberley Crossing Plat 1 Final Plat and recorded in Book 18529, Pages 665-682, in the Polk County Recorder's Office located in Polk County, IA.

MidAmerican Energy Company has reviewed the request to release said part of the seven (7') foot platted Gas Easement and approves of the proposed vacation of that part of the seven (7') foot platted Gas Easement over, under, across and through that part of Lot 16 of Kimberley Crossing Plat 1 Final Plat, as generally depicted on the attached Exhibit "A", attached hereto and made a part hereof.

For your protection, please call Iowa One Call (1-800-292-8989) and have all utilities located before you dig.

Sincerely,



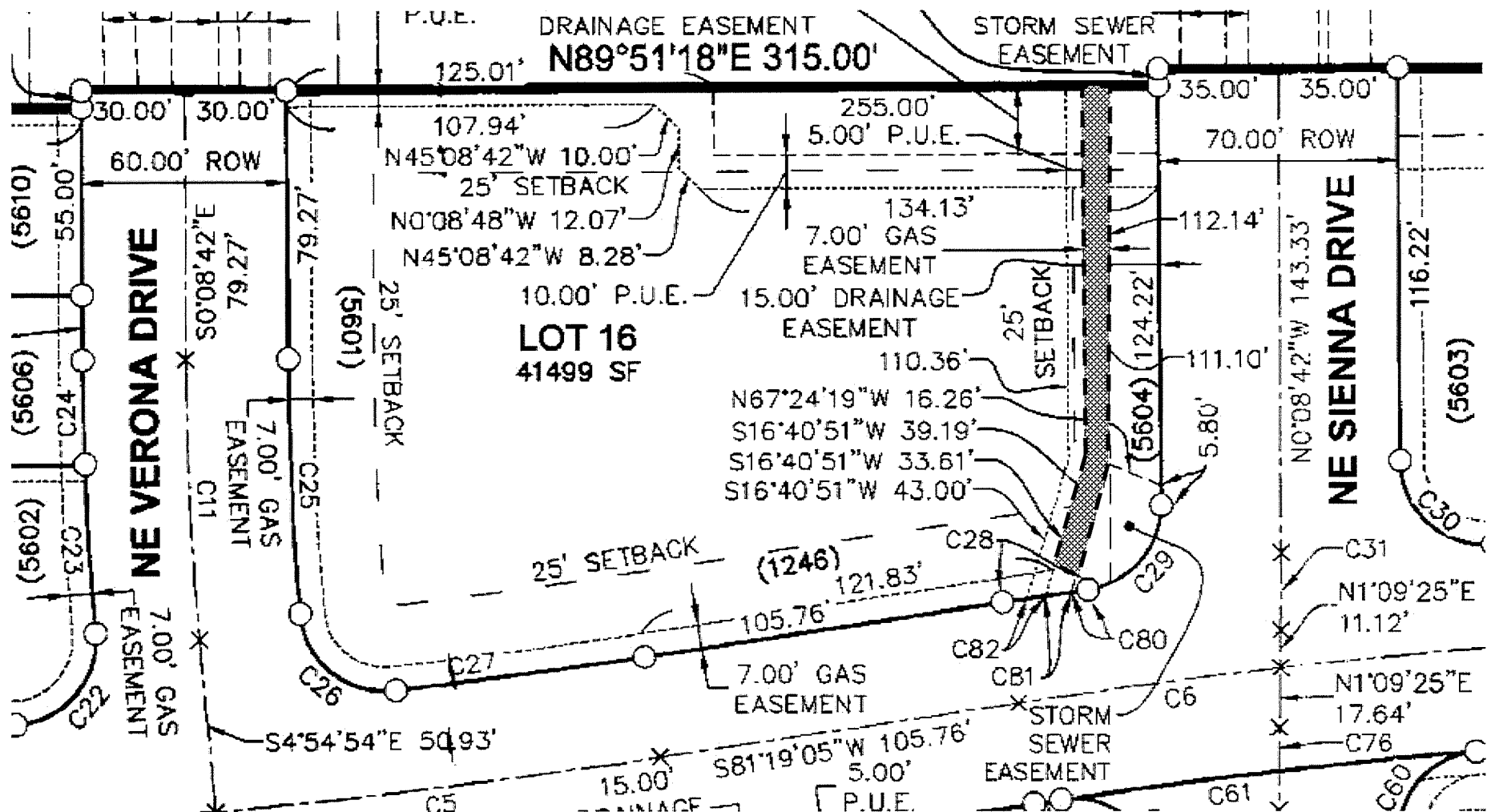
Kelsy Ballard  
Manager, Right of Way Services  
MidAmerican Energy Company



### Legend

 - Subject Property Line & ROW  
 - 7' Platted Gas Easement to be vacated

Lot 16 in Kimberley Crossing Plat 1, now included in and forming a part of the City of Des Moines, Polk County, Iowa, as recorded in Book 18529, Pages 665-682, In the Office of the Polk County Recorder.



City: Des Moines State: Iowa

**Sec 31, Twp 81, Rng 23**



**Job Desc: Partial vacation of platted gas easement**





ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2204      An Ordinance vacating a Public Drainage Easement located on Lots 4 and 5, Kimberley Crossing Plat 2.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 2nd Reading  
LEGAL

EXECUTIVE SUMMARY

DR Horton-Iowa, LLC have requested the vacation of a Public Drainage Easement located on Lots 4 and 5, Kimberley Crossing Plat 2. These lots were previously a part of Lot 16, Kimberley Crossing Plat 1. This lot was intended for a clubhouse and amenities, but was replatted into five single-family lots. The vacated easement has been replaced with a different easement to facilitate future development.

CITY MANAGER/STAFF RECOMMENDATIONS:

Approve the request to vacate the Public Drainage Easement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

Legal publication and notification.

ACTION REQUESTED

Consider motion to accept second consideration of ORDINANCE 2204.

## ATTACHMENTS

1. Ordinance
2. Easement Vacation Plat
3. Applicant Letter
4. Aerial Map

**WHEN RECORDED RETURN TO:**

City of Ankeny, City Clerk  
410 W 1<sup>st</sup> Street  
Ankeny, IA 50023

Preparer Information: Jake Heil, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3544

**ORDINANCE**

**ORDINANCE VACATING A PUBLIC DRAINAGE EASEMENT LOCATED ON  
LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2**

**WHEREAS**, pursuant to notice published in the manner required by law, on the 7<sup>th</sup> day of April, 2025, the City Council of the City of Ankeny, Iowa, held a public hearing to consider a request to vacate a public drainage easement, as shown on the attached Easement Vacation Plat; and

**WHEREAS**, the City Council finds that all public purpose served by said easement will be replaced with other easement(s); and

**WHEREAS**, the City Council has determined that it is in the best interest of the citizens of Ankeny that said easement be vacated.

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

SECTION I. The City of Ankeny does hereby vacate and release said easement, as shown on the attached Easement Vacation Plat.

SECTION II. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION III. This Ordinance shall be in effect upon its final passage and publication as required by law.

**PASSED AND APPROVED** this 5<sup>th</sup> day of May, 2025.

CITY OF ANKENY, IOWA

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN  
THE DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con** \_\_\_\_\_ **(Public Hearing)**  
**2<sup>nd</sup> Con** \_\_\_\_\_  
**3<sup>rd</sup> Con** \_\_\_\_\_

EXHIBIT 'A' - VACATION PLAT

DRAINAGE EASEMENT VACATION DESCRIPTION

THE EAST 15.00 FEET OF LOTS 4 AND 5, KIMBERLEY CROSSING PLAT 2, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA.



February 7, 2025

Honorable Mayor, City Council & Planning & Zoning Commission  
City of Ankeny  
Planning & Building Department  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50021

RE: Kimberley Crossing Plat 2 – Lots 4 & 5  
Easement Vacation Request

Honorable Mayor, City Council and Planning and Zoning Commission;

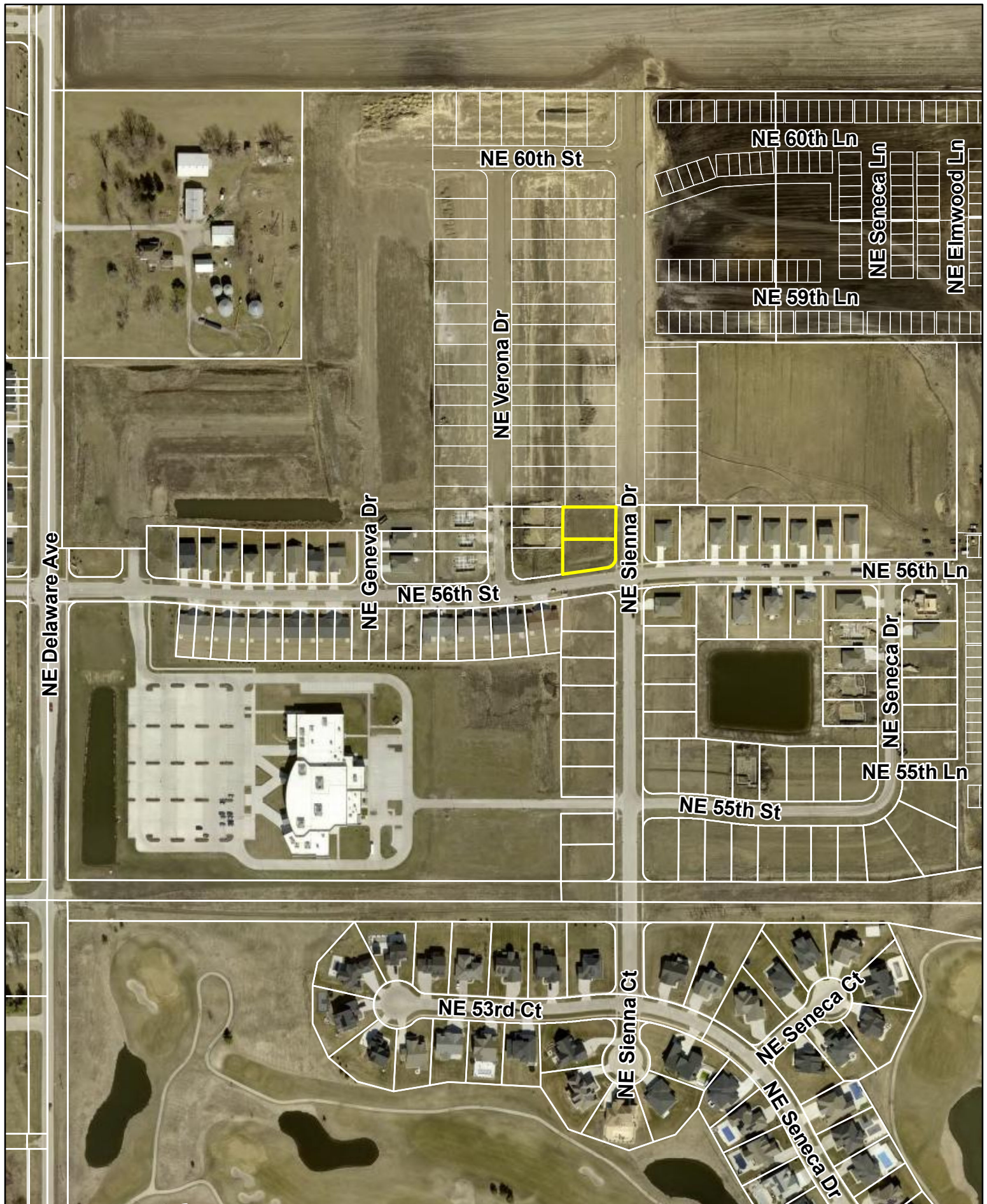
On behalf of DR Horton Iowa LLC and Kimberley Development Corporation, we submit herewith the following easement vacation request for a public utility, gas and drainage easement for lots 4 and 5 of Kimberley Crossing Plat 2. These easements were originally recorded with Kimberley Crossing Plat 1 and based on a modified lot configuration for this area new easements were recorded with Kimberley Crossing Plat 2. Therefore, these easements need to be vacated to allow for these lots to be developed with homes. The utility companies have provided sufficient information showing that there are no utilities within these areas to be vacated. Please accept this submittal for the next available Planning & Zoning and City Council meetings. Let me know if you have any questions or require any further information to complete your review. Thanks.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC



Erin K. Ollendike, P.E.







ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2208      An Ordinance amending Chapter 55 of the Code of Ordinances of the City of Ankeny, Iowa,  
by amending provisions pertaining to At Large Definitions.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL

ACTION REQUESTED  
Ordinance – 1st Reading  
LEGAL

EXECUTIVE SUMMARY

At the April 7, 2025 City Council meeting, City staff were asked to provide Council recommended changes to amend Section 55.01(5) DEFINITIONS – AT LARGE of the Code of Ordinances to require dogs be leashed when at heel. Current language within 55.01(5)(D) does not require a dog to be leashed if they are at heel.

The proposed change would be to remove subsection D in its entirety. This removes the allowance for a dog to be off the premises of its owner when at heel, meaning all dogs must be on a leash or under physical control.

CITY MANAGER/STAFF RECOMMENDATIONS:

Consider motion to accept first consideration of ORDINANCE 2208.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Discussion at April 7, 2025 City Council meeting.

FISCAL IMPACT

Approval of this item does not result in a financial impact for the City of Ankeny.

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED



Consider motion to accept first consideration of ORDINANCE 2208.

#### ATTACHMENTS

1. Dog Leash Ordinance Amendment 2025

## ORDINANCE NO.

### AN ORDINANCE AMENDING CHAPTER 55 OF THE CODE OF ORDINANCES OF THE CITY OF ANKENY, IOWA, BY AMENDING PROVISIONS PERTAINING TO AT LARGE DEFINITIONS

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

**SECTION 1. SECTION MODIFIED:** That Section 55.01(5) DEFINITIONS – AT LARGE of the Code of Ordinances of the City of Ankeny, Iowa, is repealed and the following adopted in lieu thereof:

5. “At large” means running or found within the City upon any street, alley, sidewalk, public, or private grounds. An animal, properly licensed as required by law, shall not be deemed at large if any of the following is true:

- A. It is on the premises of the owner; or
- B. It is under the control of a person competent to restrain and control the animal, either by leash, cord, chain or other similar restraint not more than six feet in length, or properly restrained within a motor vehicle; or
- C. It is properly housed in a veterinary hospital or registered kennel.

**SECTION 2. SEVERABILITY CLAUSE.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 3. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

**PASSED** at Ankeny, Iowa, this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Yuska, City Clerk

**Published in the Des Moines Register**  
**On the \_\_\_\_ day of \_\_\_\_\_, 2025**

1<sup>st</sup> Con \_\_\_\_\_  
2<sup>nd</sup> Con \_\_\_\_\_  
3<sup>rd</sup> Con \_\_\_\_\_



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2209      An Ordinance amending the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to stormwater management fees.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Ordinance – 1st Reading  
LEGAL  
No review required

EXECUTIVE SUMMARY

Storm water rates will not change, although, the maximum equivalent residential unit (ERU) for commercial, industrial, and multi-family will increase from 90 ERU to 100 ERU. This change is effective July 1, 2025.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend amending the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to stormwater management fees.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Utility rate recommendations were presented to the City Council at the February 24, 2025 Budget Workshop.

FISCAL IMPACT

The table below outlines the financial impact of the proposed utility rate adjustments.

|             | FY 2025            | FY 2026            | \$ Change       | % Change     |
|-------------|--------------------|--------------------|-----------------|--------------|
| Solid Waste | \$ 62.16           | \$ 62.88           | \$ 0.72         | 1.16%        |
| Water       | 476.36             | 502.37             | 26.01           | 5.46%        |
| Sewer       | 519.96             | 558.94             | 38.98           | 7.50%        |
| Storm Water | 90.00              | 90.00              | -               | 0.00%        |
|             | <u>\$ 1,148.48</u> | <u>\$ 1,214.19</u> | <u>\$ 65.71</u> | <u>5.72%</u> |

For a typical residential customer with a 5/8" meter using 4,000 gallons of water per month and 1 ERU for

storm water, the utility bill is expected to increase \$65.71 or 5.72% for FY 2026.

## PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

Consider motion to accept first consideration of ORDINANCE 2209.

### ATTACHMENTS

1. Ordinance 2209

**ORDINANCE 2209**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ANKENY, IOWA, BY AMENDING PROVISIONS PERTAINING TO STORMWATER MANAGEMENT FEES**

---

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 107.02, Paragraph 3, of the Code of Ordinances of the City of Ankeny, Iowa is repealed effective July 1, 2025 and the following adopted in lieu thereof:

**107.02 STORMWATER MANAGEMENT FEES.**

3. Commercial, Industrial and Multi-Family: \$7.50 per ERU per month up to a maximum of 100 ERUs.

**SECTION 2. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 3. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the Council the 21<sup>st</sup> day of April, 2025.

ATTEST:

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE  
DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con 04/21/25  
2<sup>nd</sup> Con \_\_\_\_\_  
3<sup>rd</sup> Con \_\_\_\_\_**



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2210      An Ordinance amending the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to sewer service charges.

ORIGINATING DEPARTMENT  
City Manager's Office

COUNCIL GOAL  
Exercise Financial Discipline

ACTION REQUESTED  
Ordinance – 1st Reading  
LEGAL  
No review required

EXECUTIVE SUMMARY

Effective July 1, 2025, sewer rates will increase:

- 7.5% for sewer usage
- 7.5% for service availability charges

These increases will fund operations, maintenance, and related debt service for the Des Moines Metropolitan Wastewater Reclamation Authority (WRA), as well as infrastructure upgrades and system expansion within EPA and DNR permitted wastewater treatment standards. The last sewer rate increase occurred on July 1, 2015.

CITY MANAGER/STAFF RECOMMENDATIONS:

Recommend amending the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to sewer service charges.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Utility rate recommendations were presented to the City Council at the February 24, 2025 Budget Workshop.

FISCAL IMPACT

The table below outlines the financial impact of the proposed utility rate adjustments.

|             | <b>FY 2025</b>     | <b>FY 2026</b>     | <b>\$ Change</b> | <b>% Change</b> |
|-------------|--------------------|--------------------|------------------|-----------------|
| Solid Waste | \$ 62.16           | \$ 62.88           | \$ 0.72          | 1.16%           |
| Water       | 476.36             | 502.37             | 26.01            | 5.46%           |
| Sewer       | 519.96             | 558.94             | 38.98            | 7.50%           |
| Storm Water | 90.00              | 90.00              | -                | 0.00%           |
|             | <b>\$ 1,148.48</b> | <b>\$ 1,214.19</b> | <b>\$ 65.71</b>  | <b>5.72%</b>    |

For a typical residential customer with a 5/8" meter using 4,000 gallons of water per month and 1 ERU for storm water, the utility bill is expected to increase \$65.71 or 5.72% for FY 2026.

## PUBLIC OUTREACH EFFORTS

### ACTION REQUESTED

Consider motion to accept first consideration of ORDINANCE 2210.

### ATTACHMENTS

1. Ordinance 2210



## ORDINANCE 2210

### AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ANKENY, IOWA, BY AMENDING PROVISIONS PERTAINING TO SEWER SERVICE CHARGES

**BE IT ENACTED** by the City Council of the City of Ankeny, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 98.07, Paragraph 1, of the Code of Ordinances of the City of Ankeny, Iowa, is repealed effective July 1, 2025 and the following adopted in lieu thereof:

#### **98.07 RATES.**

1. For bills due and payable on or after July 1, 2025, the following rates will apply.

- A. Service Availability Charge. There is imposed for each billing period, a service availability charge upon each separately metered residential, commercial, industrial or educational premises, directly or indirectly served by a connection to the sanitary sewer system based on the following:

|        |             | Monthly     |         |             |
|--------|-------------|-------------|---------|-------------|
|        | Meter       | Equivalent  | Monthly | Monthly     |
| Meter  | Equivalence | Meter       | Billing | SAC         |
| Size   | Factor      | Cost        | Cost    | Charge      |
| 5/8"   | 1           | \$ 15.62    | \$ 3.18 | \$ 18.80    |
| 3/4"   | 1.5         | \$ 23.44    | \$ 3.18 | \$ 26.62    |
| 1"     | 2.5         | \$ 39.06    | \$ 3.18 | \$ 42.24    |
| 1 1/2" | 5           | \$ 78.11    | \$ 3.18 | \$ 81.29    |
| 2"     | 8           | \$ 124.99   | \$ 3.18 | \$ 128.17   |
| 3"     | 17.5        | \$ 273.42   | \$ 3.18 | \$ 276.60   |
| 4"     | 50          | \$ 781.20   | \$ 3.18 | \$ 784.38   |
| 6"     | 100         | \$ 1,562.41 | \$ 3.18 | \$ 1,565.59 |
| 8"     | 175         | \$ 2,734.22 | \$ 3.18 | \$ 2,737.40 |

- B. Sewer User Charge. In addition to the service availability charge, each customer shall pay a user charge of \$3.18 per 1,000 gallons of water (or wastewater) consumed upon the premises and as measured by the water (or wastewater) meter in accordance with Section 98.06, for operation, maintenance and replacement of the system; and an additional \$3.76 per 1,000 gallons of water (or wastewater) consumed for debt retirement.

**SECTION 2. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 3. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the Council the 21<sup>st</sup> day of April, 2025.

ATTEST:

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE  
DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025**

**1<sup>st</sup> Con 04/21/25  
2<sup>nd</sup> Con \_\_\_\_\_  
3<sup>rd</sup> Con \_\_\_\_\_**



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2211      An Ordinance amending Chapter 50 of the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to Nuisance Abatement Procedure.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 1st Reading  
LEGAL  
No review required

EXECUTIVE SUMMARY

Nuisance ordinance update - administrative fees

CITY MANAGER/STAFF RECOMMENDATIONS:

Accept first consideration of ordinance amending Chapter 50.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Historical - Council adoption of Chapter 50.

FISCAL IMPACT

No

PUBLIC OUTREACH EFFORTS

None

ACTION REQUESTED

Consider motion to accept first consideration of ORDINANCE 2211.

ATTACHMENTS

1. Nuisance Abatement Procedure Chapter 50

## **ORDINANCE**

### **AN ORDINANCE AMENDING CHAPTER 50 NUISANCE ABATEMENT PROCEDURE OF THE MUNICIPAL CODE OF THE CITY OF ANKENY, IOWA.**

**WHEREAS**, the City Council of the City of Ankeny, Iowa, deems it in the best interest of the City to amend Chapter 50, Nuisance Abatement Procedure

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Ankeny, Iowa, that:

Section 1. Section 50.06.6 Abatement of Nuisance by Written Notice/Collection of Costs of the Municipal Code of the City of Ankeny, Iowa, should be and the same is hereby amended by repealing Section 50.06.6 and adopting the following in lieu thereof:

#### **Section 50.06.6 Collection of Costs**

The Clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one month, the Clerk shall certify the costs to the County Treasurer and such costs shall then be collected with, and in the same manner, as general property taxes. To the total of all such sums expended, there shall be an administrative fee added as established by Resolution of the City Council to compensate for the cost of supervision of the administration, and shall assess the resulting sum against said tract of real estate, which shall be certified to the County Treasurer by the Clerk, and shall be placed upon the tax books, and collected, together with interest and penalties, in the same manner as other unpaid taxes. When collected, the funds shall be paid into the fund from which said costs were originally paid.

Section 2. All ordinances or parts of ordinances in conflict with the provisions of the ordinance are repealed.

3. Effective date. This ordinance shall be effective July 1, 2025, after its final passage and publication as required by law.

**PASSED** at Ankeny Iowa, this 21st day of April, 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE  
DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_, 2025**

**1<sup>st</sup> Con** \_\_\_\_  
**2<sup>nd</sup> Con** \_\_\_\_  
**3<sup>rd</sup> Con** \_\_\_\_



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2212      An Ordinance amending Chapter 152 of the Code of Ordinances of the City of Ankeny, Iowa,  
by amending provisions pertaining to Sidewalk Regulations.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 1st Reading  
LEGAL  
No review required

EXECUTIVE SUMMARY

Sidewalk ordinance update - administrative fees.

CITY MANAGER/STAFF RECOMMENDATIONS:

Accept first consideration of ordinance amending Chapter 152.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Historical - Council approval of ordinance.

FISCAL IMPACT

No

PUBLIC OUTREACH EFFORTS

None

ACTION REQUESTED

Consider motion to accept first consideration of ORDINANCE 2212.

ATTACHMENTS

1. Sidewalk Regulations Chapter 152

## **ORDINANCE**

### **AN ORDINANCE AMENDING CHAPTER 152 SIDEWALK REGULATIONS OF THE MUNICIPAL CODE OF THE CITY OF ANKENY, IOWA.**

**WHEREAS**, the City Council of the City of Ankeny, Iowa, deems it in the best interest of the City to amend Chapter 152, Sidewalk Regulations

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Ankeny, Iowa, that:

Section 1. Section 152.03 Removal of Snow, Ice and Accumulations of the Municipal Code of the City of Ankeny, Iowa, should be and the same is hereby amended by repealing Section 152.03 and adopting the following in lieu thereof:

#### **Section 152.03 Removal of Snow, Ice and Accumulations**

It is the responsibility of the abutting property owners to remove snow, ice and accumulations promptly from sidewalks. If a property owner does not remove snow, ice or accumulations within 24 hours after snow or ice ceases to fall, the City may do so and assess the costs against the property owner for collection in the same manner as a property tax. To the total of all such sums expended, there shall be an administrative fee added as established by Resolution of the City Council to compensate for the cost of supervision of the administration, and shall assess the resulting sum against said tract of real estate, which shall be certified to the County Treasurer by the Clerk, and shall be placed upon the tax books, and collected, together with interest and penalties, in the same manner as other unpaid taxes. When collected, the funds shall be paid into the fund from which said costs were originally paid. The abutting property owner may be liable for damages caused by the failure of the abutting property owner to use reasonable care in the removal of the snow, ice or accumulations.

Section 2. All ordinances or parts of ordinances in conflict with the provisions of the ordinance are repealed.

3. Effective date. This ordinance shall be effective July 1, 2025, after its final passage and publication as required by law.

**PASSED** at Ankeny Iowa, this 21st day of April, 2025.



\_\_\_\_\_  
Bobbi B. Bentz, Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE  
DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_, 2025**

**1<sup>st</sup> Con** \_\_\_\_  
**2<sup>nd</sup> Con** \_\_\_\_  
**3<sup>rd</sup> Con** \_\_\_\_



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Ord 2213      An Ordinance amending Chapter 167 of the Code of Ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to Noxious Weeds.

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Ordinance – 1st Reading  
LEGAL  
No review required

EXECUTIVE SUMMARY

Noxious Weeds ordinance update - administrative fees.

CITY MANAGER/STAFF RECOMMENDATIONS:

Accept first consideration of ordinance amending Chapter 167.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

Historical - Council adoption of ordinance.

FISCAL IMPACT

No

PUBLIC OUTREACH EFFORTS

None

ACTION REQUESTED

Consider motion to accept first consideration of ORDINANCE 2213.

ATTACHMENTS

1. Noxious Weeds Chapter 167

## **ORDINANCE**

### **AN ORDINANCE AMENDING CHAPTER 167 NOXIOUS WEEDS OF THE MUNICIPAL CODE OF THE CITY OF ANKENY, IOWA.**

**WHEREAS**, the City Council of the City of Ankeny, Iowa, deems it in the best interest of the City to amend Chapter 167, Noxious Weeds

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Ankeny, Iowa, that:

Section 1. Section 167.03 Cost of Cutting or Destruction of the Municipal Code of the City of Ankeny, Iowa, should be and the same is hereby amended by repealing Section 167.03.1 and adopting the following in lieu thereof:

#### **Section 167.03 Cost of Cutting or Destruction**

If the City destroys any weeds under the authority of this chapter, after failure of the landowner responsible to destroy such weeds after being given notice to do so, the cost of the destruction shall be assessed against the land and collected from the property owner responsible in the following manner:

1. After the City has completed its program of the cutting or destruction of weeds, the Council shall determine, as to each tract of the real estate, the actual cost of the labor and materials used by the City in cutting, burning, or otherwise destroying said weeds, or tall vegetation, including the cost of serving notice to the property owners. To the total of all such sums expended, there shall be an administrative fee added as established by Resolution of the City Council to compensate for the cost of supervision of the administration, and shall assess the resulting sum against said tract of real estate, which shall be certified to the County Treasurer by the Clerk, and shall be placed upon the tax books, and collected, together with interest and penalties, in the same manner as other unpaid taxes. When collected, the funds shall be paid into the fund from which said costs were originally paid.

Section 2. All ordinances or parts of ordinances in conflict with the provisions of the ordinance are repealed.

3. Effective date. This ordinance shall be effective July 1, 2025, after its final passage and publication as required by law.

**PASSED** at Ankeny Iowa, this 21st day of April, 2025.

\_\_\_\_\_  
Bobbi B. Bentz, Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Yuska, City Clerk

**PUBLISHED IN THE  
DES MOINES REGISTER  
ON THE \_\_\_\_ DAY OF \_\_\_\_, 2025**

**1<sup>st</sup> Con** \_\_\_\_  
**2<sup>nd</sup> Con** \_\_\_\_  
**3<sup>rd</sup> Con** \_\_\_\_



ANKENY CITY COUNCIL

Ankeny City Council Agenda

April 21, 2025  
5:30 PM

Bobbi Bentz, Mayor  
Todd Shafer, Mayor Pro Tem

Council Members: Dustin Graber, Jeff Perry, Joe Ruddy, Kelly Stearns

ITEM NAME

Request for Council Initiated Rezoning from R-1, One-Family Residence District to M-1, Light Industrial District.

Hope K. Farms, LLC

ORIGINATING DEPARTMENT  
Community Development

COUNCIL GOAL  
Ensure Economic Vitality

ACTION REQUESTED  
Motion  
LEGAL

EXECUTIVE SUMMARY

Hope K. Farms, LLC property owner, is requesting that the City Council initiate the rezoning of approximately 124.74 acres (+/-) of land located north of 126th Avenue and west of Interstate-35. Ankeny Zoning Code, Chapter 196.04 Amendments, allows a rezoning to be initiated by motion of the City Council. The rezoning request is to amend the property from R-1, One-Family Residence District to M-1, Light Industrial District.

CITY MANAGER/STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S)

FISCAL IMPACT

PUBLIC OUTREACH EFFORTS

ACTION REQUESTED

Consider a motion to receive and file correspondence dated April 4, 2025, regarding a rezoning request for 124.74 acres (+/-) located north of 126th Avenue and west of Interstate-35.

Consider a motion to initiate a rezoning request for 124.74 acres (+/-) located north of 126th Avenue and west of Interstate-35 and refer to the Plan and Zoning Commission for review and recommendation.

#### ATTACHMENTS

1. Rezoning Letter & Attachments
2. Rezoning Exhibit
3. Aerial Map



CIVIL DESIGN ADVANTAGE L.L.C.

ENGINEERS, LANDSCAPE ARCHITECTS,  
PLANNERS & SURVEYORS

April 4, 2025

Honorable Mayor and City Council  
c/o Eric Carstens  
City of Ankeny  
Community Development - Planning  
1210 NW Prairie Ridge Drive  
Ankeny, Iowa 50023

RE: Rezoning & Land Use Plan Amendments – Hope Industrial Park

Honorable Mayor and City Council and Planning & Zoning Commission;

On behalf of Hope K Farms, LLC, we submit herewith the following rezoning request to rezone approximately 124.74 acres located to the northeast of NE 126<sup>th</sup> Ave and NE 22<sup>nd</sup> Street in Ankeny, Iowa. The existing zoning of the property is R-1 One-Family Residential District, and we are requesting to rezone the entire property to M-1 Light Industrial District.

The proposed rezoning request has obtained 49.79% consenting signatures from adjacent property owners within 250' which is less than 60% minimum so will require Council initiation. The property owners have made several attempts to contact neighboring property owners by phone and through mail. An example of a certified letter is attached showing attempts have been made to acquire the 60% minimum consenting signatures from neighboring property owners within 250'. A significant portion of the non-consenting neighbors are located on the east side of I-35 and are up to 1,500' away from the subject property due to the large interstate right-of-way associated with Exit 96. Removing those properties from the calculation would put us just under 70% consenting.

We are also submitting a request to modify the city's comprehensive plan. When the comprehensive plan was created for this large tract of property that overall contains 124.74 acres, the property was assigned an office/business park and community commercial land uses. Office/business park is no longer what the market is looking for as businesses are still transitioned to working from home. As the property is now annexed into the city of Ankeny and is under one ownership, the market would back a light industrial use due to adjacent interstate access.

Please accept this submittal for the next available Planning & Zoning and City Council meetings. Let me know if you have any questions or require any further information to complete your review.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC

Jared Murray, P.E.





June 19, 2023

RE: Rezoning Petition – Hope K. Farms, LLC Property  
NE Section approx. 124 Acres of NE 126<sup>th</sup> Avenue & NE Delaware  
Avenue Ankeny, Iowa

To Whom It May Concern:

Planning has begun on approximately 124 acres located northeast of NE 126<sup>th</sup> Avenue and NE Delaware Avenue. An exhibit is attached illustrating the location of the subject property and a preliminary layout of the subdivision. Hope K. Farms, LLC is working to rezone approximately 124 acres to a to a light industrial development. The site would consist of multiple out lots for light industrial mixed-use buildings and warehouses. This corner within the city of Ankeny's comprehensive plan shows the future land use as Office/Business Park, Community Commercial, Mixed use. The developer is proposing to change to M-1 Light Industrial that would include all the appropriate landscape buffers and would be ideally suited to the proximity to I-35.

We respectfully request your support of our zoning application by signing the attached petition to rezone the northeast section of the property to M-1 Light Industrial. Hope K. Farms, LLC intends to begin the development and construction of this overall subdivision starting on the east side closest to I-35 in the fall of 2024. We feel this development will be an economic benefit to Ankeny by generating a higher tax base with less strain on city resources than R-1 zoning. We would appreciate your support with this request, we believe this development project will complement the surrounding uses and will provide essential services that would be needed for properties located close to the Interstate 35 interchange.

To show your support in starting this rezoning process, please sign the attached petition and return in the self-addressed stamped envelope to:

Regards,

Tim Day, Director of Real  
Estate & Development  
Hope K. Farms, LLC  
4500 Westown Pkwy,  
Suite 277  
West Des Moines IA  
50266

## PETITION FOR REZONING

TO: Honorable Mayor and City Council  
Plan and Zoning Commission

We, the undersigned owners of the following described real estate

Legal Description / Address: on Map

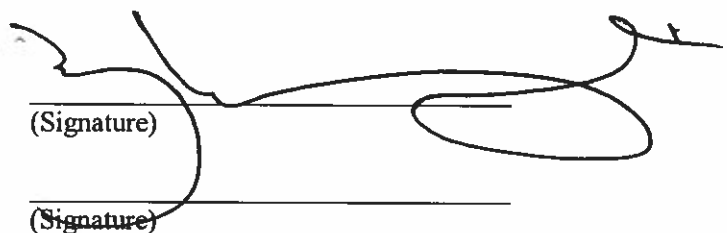
request that said real estate be rezoned from its present classification of R-1 to M-1 for the  
purpose of allowing the following use(s):  
Light Industrial Business Park

The undersigned owners of real estate lying outside of said tract, but within two hundred and fifty (250') feet of the  
boundaries thereof, intervening streets and alleys not included in the computation of said distance, join in this  
petition for the purpose of having the above described real estate rezoned from R-1 to M-1.

### Parcel owner(s) signatures

Hope K. Farms, LLC

(owner name)

  
(Signature)

(owner name)

(Signature)

### Parcel owners within 250' of the above tract:

Property Owner: MARTIN, RICHARD R, and MARTIN, STACEY

Address: 2485 NW 70TH AVE ANKENY, IA 50023-9330

Signature: [Signature] Date: [Date]

Printed Name: [Name] Title: [Title]

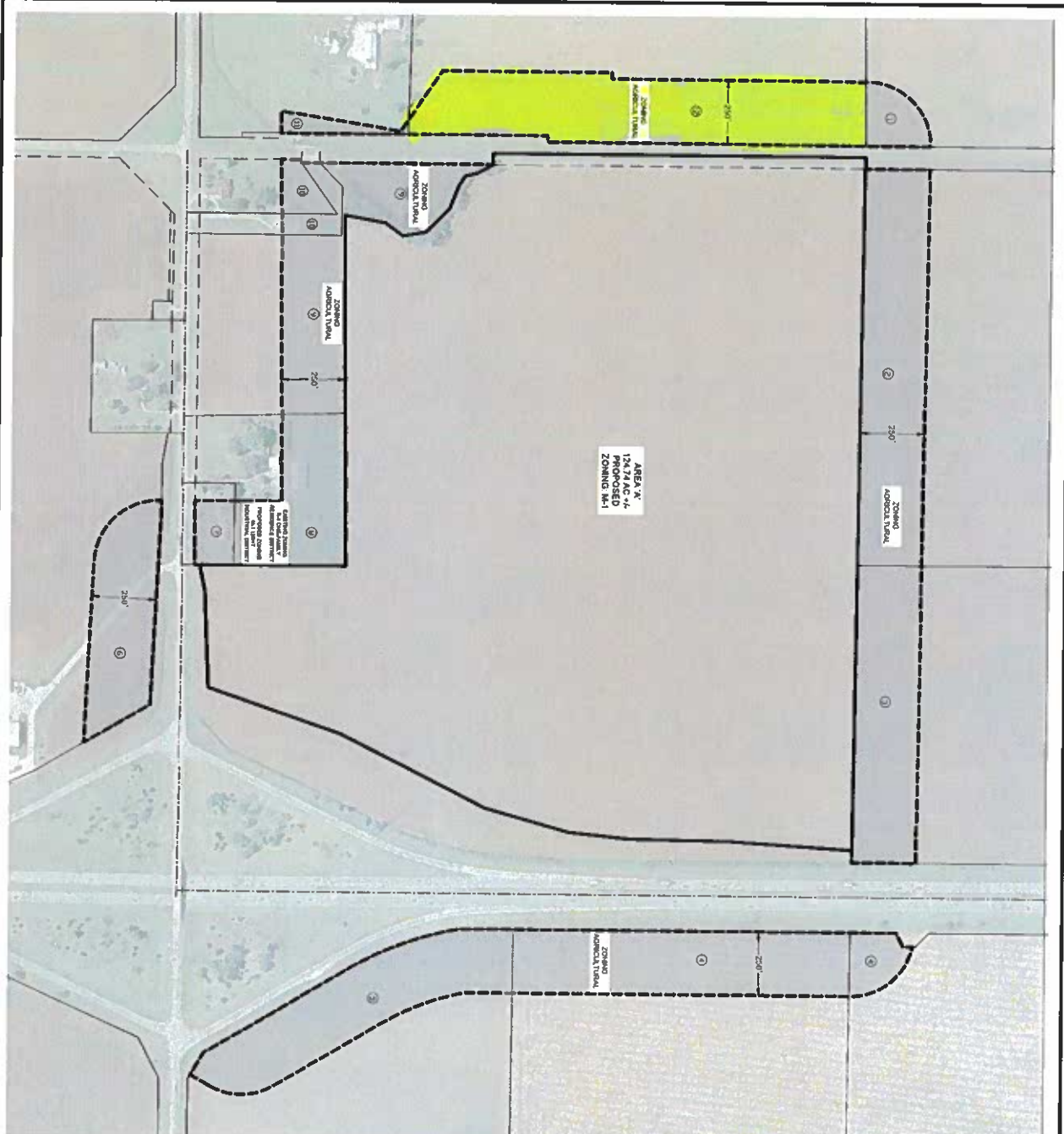
Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

DATE: 11/15/2017  
 DRAWN BY: JMM  
 CHECKED BY: CWO  
 PROJECT: HOPE INDUSTRIAL REZONING MAP



VICINITY MAP



ANKENY, IA

**OWNER / APPLICANT**

OWNER: FARM, LLC  
 4200 WESTERN HIGHWAY, SUITE 277  
 ANKENY, IA 50260  
 ESTATE, ANKENY HAZARDOUS WASTE CO.

**ZONING**

EXISTING: R-1 ONE FAMILY RESIDENCE DISTRICT  
 PROPOSED: M-1 LIGHT INDUSTRIAL DISTRICT

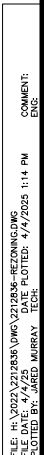
**ADJACENT OWNERSHIP**

| OWNER                                          | ACRES   | PERCENT | COMMENTS |
|------------------------------------------------|---------|---------|----------|
| 1. BILLY & JILLIAN TRUST, GRANT & KELLY WARDEN | 11.4 AC | 1.85%   |          |
| 2. ADRIAN INVESTMENTS LLC                      | 8.90 AC | 14.41%  |          |
| 3. JILL JOHNSON                                | 8.09 AC | 14.02%  |          |
| 4. FARM, LLC                                   | 7.35 AC | 11.93%  |          |
| 5. FARM, LLC                                   | 7.35 AC | 11.93%  |          |
| 6. FARM, LLC                                   | 7.35 AC | 11.93%  |          |
| 7. FARM, LLC                                   | 7.35 AC | 11.93%  |          |
| 8. FARM, LLC                                   | 7.35 AC | 11.93%  |          |
| 9. FARM, LLC                                   | 7.35 AC | 11.93%  |          |
| 10. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 11. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 12. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 13. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 14. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 15. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 16. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 17. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 18. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 19. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 20. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 21. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 22. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 23. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 24. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 25. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 26. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 27. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 28. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 29. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 30. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 31. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 32. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 33. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 34. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 35. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 36. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 37. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 38. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 39. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 40. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 41. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 42. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 43. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 44. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 45. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 46. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 47. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 48. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 49. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 50. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 51. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 52. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 53. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 54. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 55. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 56. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 57. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 58. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 59. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 60. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 61. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 62. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 63. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 64. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 65. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 66. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 67. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 68. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 69. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 70. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 71. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 72. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 73. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 74. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 75. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 76. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 77. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 78. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 79. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 80. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 81. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 82. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 83. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 84. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 85. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 86. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 87. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 88. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 89. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 90. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 91. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 92. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 93. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 94. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 95. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 96. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 97. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 98. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 99. FARM, LLC                                  | 7.35 AC | 11.93%  |          |
| 100. FARM, LLC                                 | 7.35 AC | 11.93%  |          |

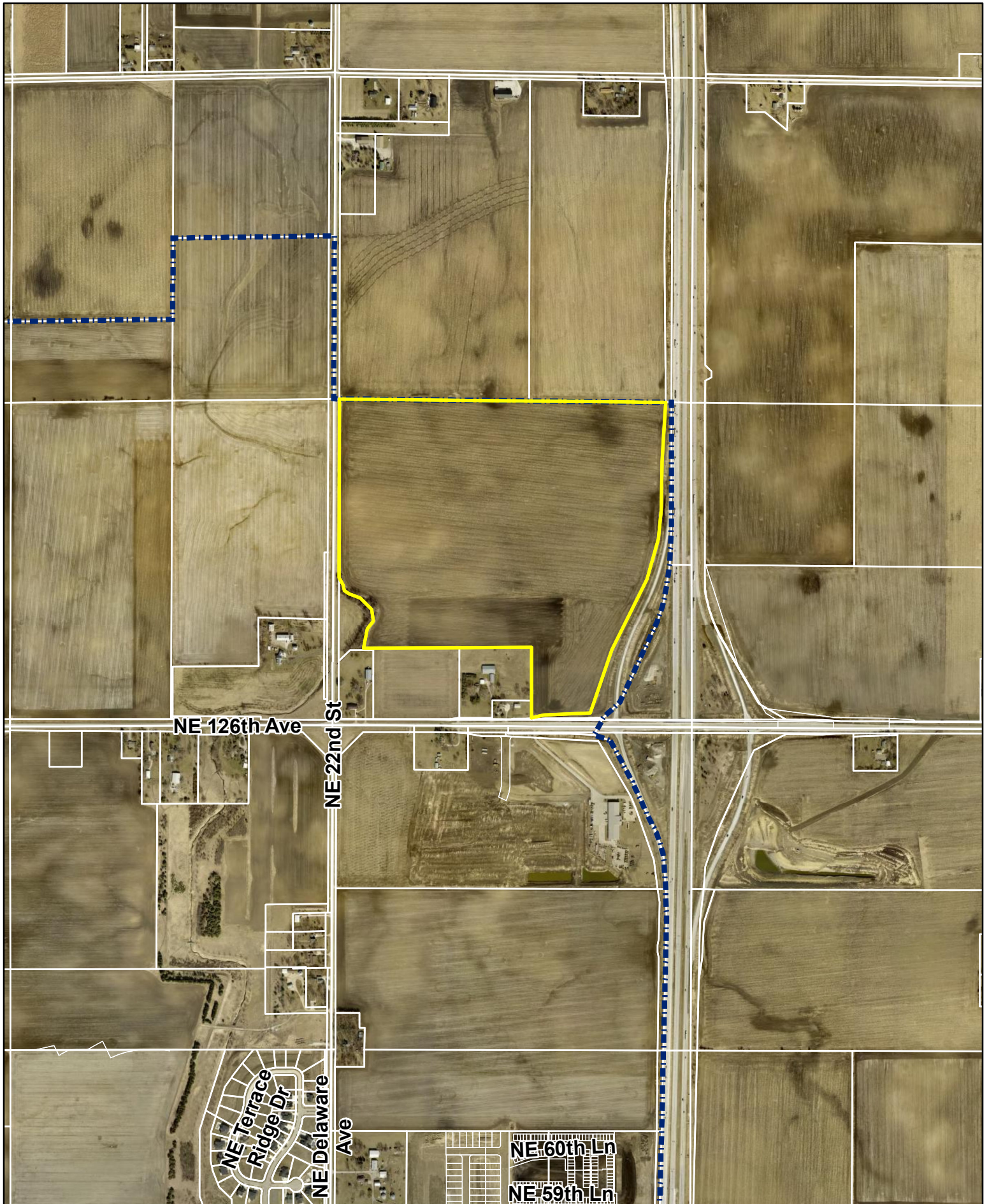
**REZONING DESCRIPTION**











1 inch = 1,000 feet

Date: 4/15/2025

## Hope Industrial Rezoning - City Council Initiate