



ANKENY CITY COUNCIL

Regular Meeting

Monday, August 5, 2024

5:30 PM

Ankeny Kirkendall Public Library - City Council Chambers

1250 SW District Drive, Ankeny, Iowa

Mark Holm, Mayor

Bobbi Bentz, Mayor Pro-Tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

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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:	Mark Holm, Mayor
ROLL CALL:	Michelle Yuska, City Clerk
PLEDGE OF ALLEGIANCE:	Mark Holm, Mayor

CEREMONY: none

A. PUBLIC FORUM:

1. Special Presentation: Mindy Moore, HDR, Des Moines Area MPO Comprehensive Safety Action Plan

B. APPROVAL OF AGENDA:

1. Approval of the August 5, 2024 Agenda

Action# B1-1. Consider motion to approve and accept the August 5, 2024 agenda, with or without amendment.

C. PUBLIC HEARING(S):

1. PH 2024-45 Proposed High Trestle Trail Experience Park - Phase 1

Action# C1-1. Consider motion to close Public Hearing 2024-45.

D. REPORTS OF ADVISORY BOARDS AND COMMISSION: none

E. APPROVAL OF CONSENT AGENDA:

• **Minutes**

- CA - 1** Approval of official council actions of the regular meeting of July 15, 2024, as published, subject to correction, as recommended by the City Clerk.
- CA - 2** Approval of official council actions of the special meeting of July 25, 2024, 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 July 2, 2024.
- CA - 4** Receive and file the minutes of the Civil Service Commission meeting of June 10, 2024.
- CA - 5** Receive and file minutes of the Library Board of Trustee meeting of June 20, 2024.

• **Licenses and Permits**

- CA - 6** Consider motion to approve the issuance of a special permit to Derek Watson for the purpose of bow hunting on private property within the city limits pursuant to Municipal Code Section 41.11(3).
- CA - 7** Consider motion to approve the issuance of Cigarette/Tobacco/Nicotine/Vapor Permits for August 5, 2024 - June 30, 2025.
- CA - 8** Consider motion to approve the issuance of liquor licenses and beer/wine permits in the City of Ankeny.

• **Finance/Budget**

- CA - 9** Consider motion to approve Change Order #3 increasing the contract amount by \$15,597.50 to Absolute Concrete Construction, for construction services on the Oralabor Gateway Trail - SW State Street Underpass and SW Oralabor Road and SW State Street Intersection Improvements project.
- CA - 10** Consider motion to approve Change Order #2 increasing the contract amount by

\$117.00 to InRoads, LLC, for construction services on the NW 36th Street and NW Weigel Drive HMA Resurfacing project.

- CA - 11** Consider motion to approve Amendment No. 2 to the Professional Services Agreement with RDG Planning & Design increasing the contract amount by \$95,291.00 for an in-depth Phase 1 cultural resources survey, floodplain modeling, preparation and submittal of a Conditional letter of Map Revision (CLOMR), development of post-project documentation related to the CLOMR, and final Letter of Map Revision (LOMR) documents and application on the Four Mile Creek and Tributary Channel Stabilization - NE 47th Street to NE 54th Street project.
- CA - 12** Consider motion to approve Payment #8 in the amount of \$575,007.70 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 - 13** Consider motion to approve Payment #5 in the amount of \$1,650.00 to DIXON Engineering, Inc., for engineering services on the Magazine Ground Storage Reservoir Rehabilitation project.
- CA - 14** Consider motion to approve Payment #2 in the amount of \$84,823.16 to Foth Infrastructure and Environment, LLC for engineering services on the West First Street Widening and Improvements - Phase 2 project.
- CA - 15** Consider motion to approve Payment #3 in the amount of \$55,852.40 to Gus Construction, for construction services on the NE 62nd St. Box Culvert project.
- CA - 16** Consider motion to approve Payment #17 in the amount of \$36,420.46 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.
- CA - 17** Consider motion to approve Payment #18 in the amount of \$34,007.14 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.
- CA - 18** Consider motion to approve Payment #19 in the amount of \$18,891.19 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.
- CA - 19** Consider motion to approve Payment #19 in the amount of \$26,403.04 to HR Green, Inc., for construction engineering services on the Oralabor Gateway Trail-SW State Street Underpass and SW Oralabor Road and SW State Street Safety Improvements project.
- CA - 20** Consider motion to approve Payment #3 in the amount of \$72,546.75 to InRoads, LLC, for construction services on the NW 36th Street and NW Weigel Drive HMA Resurfacing project.
- CA - 21** Consider motion to approve Payment #4 in the amount of \$27,468.75 to McClure Engineering Company, for construction engineering services on the SW Des Moines Street Utility Improvements project.
- CA - 22** Consider motion to approve Payment #5 in the amount of \$10,381.15 to MSA Professional Services, Inc., for engineering services on the SW Walnut Street and SW Ordance Road Water Main project.
- CA - 23** Consider motion to approve Payment #5 in the amount of \$27,297.19 to Olsson, Inc., for engineering services on the Fiber Optic Network Upgrade project.
- CA - 24** Consider motion to approve Payment #10 in the amount of \$26,181.25 to Snyder & Associates, for engineering services on the N Ankeny Blvd Improvements 1st Street to 11th Street project.

- CA - 25** Consider motion to approve Payment #36 in the amount of \$37,751.88 to Snyder & Associates, Inc., for engineering services on the NE Delaware Ave Recon - NE 5th St to NE 18th St project.
- CA - 26** Consider motion to approve Payment #21 in the amount of \$3,952.53 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements - Phase 2 project.
- CA - 27** Consider motion to approve Payment #9 in the amount of \$3,157.30 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements - Phase 3 project.
- CA - 28** Consider motion to approve Payment #4 in the amount of \$23,331.00 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements - Phase 4 project.
- CA - 29** Consider motion to approve Payment #14 in the amount of \$26,859.50 to Snyder & Associates, for engineering services on the S Ankeny Blvd Improvements SE Peterson Dr to 1st St project.
- CA - 30** Consider motion to approve Payment #14 in the amount of \$6,896.59 to Snyder & Associates, for engineering services on the SE Delaware Ave and SE 54th St Traffic Signal project.
- CA - 31** Consider motion to approve Payment #12 in the amount of \$9,019.52 to Snyder & Associates, for engineering services on the SE Oralabor Rd & SE Creekview Dr Traffic Signal Replacement project.
- CA - 32** Consider motion to approve Payment #6 in the amount of \$4,464.75 to Snyder & Associates, Inc. for engineering services on the Watercrest Park Expansion project.
- CA - 33** Consider motion to approve Payment #14 in the amount of \$7,224.58 to Strand, for engineering services on the NE 36th Street & NE 38th Street Water Main Loop project.
- CA - 34** Consider motion to approve the August 5, 2024 Accounts Payable.
- CA - 35** Consider motion to receive and file the Adopted Annual Budget Document for Fiscal Year 2025.
- CA - 36** Consider motion to approve the ambulance billing services contract with EMS Management & Consultants, Inc. of Winston-Salem, North Carolina, and authorize the Mayor to sign the Letter of Agreement.

- **Personnel Items - none**
- **Community Development Items**

- CA - 37** Consider motion to adopt **RESOLUTION** accepting final plat, letter of credit for seeding and erosion control, performance and maintenance bonds for paving, subgrade, and underground improvements, platted easements, park site dedication agreement, warranty deed for streets, and authorizing cost-participation for installation of sidewalk and extending sewer and water service to existing lots along NE Berwick Drive, for Berwick Estates Plat 1.
- CA - 38** Consider motion to adopt **RESOLUTION** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of water main, sanitary sewer, and storm sewer in Berwick Estates Plat 1.
- CA - 39** Consider Motion to adopt **RESOLUTION** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of

street paving and subgrade in the Berwick Estates Plat 1.

- CA - 40** Consider motion to adopt **RESOLUTION** accepting final plat, warranty deed to streets, letter of credit for erosion control, and platted easements for Kwik Trip 1707 Plat 1 final plat.
- CA - 41** Consider motion to adopt **RESOLUTION** accepting final plat, warranty deed to streets, letter of credit for seeding and erosion control, and platted easements for Kwik Trip 1707 Plat 2 final plat.
- CA - 42** Consider motion to adopt **RESOLUTION** authorizing the Mayor to sign a Development Agreement with Kwik Trip, Inc concerning the reimbursement of fifty percent (50%) of the costs related to the preparation, construction, and installation of a traffic signal on SE Delaware Avenue associated with the development of Kwik Star #1707.
- CA - 43** Consider motion to adopt **RESOLUTION** accepting a Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 3, Hicklin Industrial Plat 1; and associated with the development of 2402 SE Hulsizer Road Site Improvements Site Plan.
- CA - 44** Consider motion to adopt **RESOLUTION** authorizing the Mayor to sign a hold harmless agreement allowing Community State Bank to place a ground sign within a portion of the City of Ankeny's Public Sanitary Sewer Easement located on Lot 1, Spectrum 36 Plat 3.
- CA - 45** Consider a motion to adopt **RESOLUTION** setting a public hearing on a proposal to vacate a series of public easements located East of SE Delaware Avenue, West of Interstate 35, and North of SE Corporate Woods Drive. (date of hrg; 8/19/24 @ 5:30 p.m.)

- **Engineering Items**

- CA - 46** Consider motion to adopt a **RESOLUTION** approving plans and specifications and accepting the contract, performance and maintenance bonds for the construction of paving for the NE Four Mile Dr Raised Median Improvements project
- CA - 47** Consider motion to adopt **RESOLUTION** accepting public improvements for paving and subgrade prep associated with Copeland Commercial Intersection Improvements .
- CA - 48** Consider motion to adopt **RESOLUTION** accepting traffic signal improvements and termination of associated development agreement for Copeland Commercial Intersection Improvements.
- CA - 49** Consider motion to adopt **RESOLUTION** accepting public improvements for utilities in Aspen Ridge Commercial Plat 3.
- CA - 50** Consider motion to adopt **RESOLUTION** accepting public improvements for paving in Aspen Ridge Commercial Plat 3.
- CA - 51** Consider motion to adopt **RESOLUTION** accepting public improvements for subgrade prep in Aspen Ridge Commercial Plat 3.

- **Capital Improvement Projects**

- CA - 52** Consider motion to adopt a **RESOLUTION** accepting a purchase agreement and approving documents for the acquisition of permanent sidewalk easement and temporary construction easement for the SE Delaware Avenue & SE 54th Street Traffic Signal in Ankeny, Iowa. (5500 SE Delaware Avenue)
- CA - 53** **Ankeny Senior Community Center**: Consider motion to approve: a) Change

Order #15 decreasing the contract amount by \$26,629.41; b) Certificate of Completion; c) **RESOLUTION** accepting the public improvements with Graphite Construction Group in the amount of \$5,983,901.04; and d) Pay Application #21, Release of Retainage in the amount of \$87,358.77.

- CA - 54** **2024 CIPP Lining Project:** Consider motion to approve: a) Certificate of Completion; b) **RESOLUTION** accepting the public improvements with Municipal Pipe Tool Company, L.L.C., of Hudson, Iowa in the amount of \$584,162.73; c) Approval of Change Order #1 in the amount of \$7,680.23; d) Final Payment #3 in the amount of \$86,809.79 / Release of Retainage in the amount of \$29,208.15.

- **Administrative Items**

- CA - 55** Consider a motion approving an agreement with Keystone Construction Services in the amount of \$24,900.00 for maintenance work associated with the Ankeny City Hall facility.

- **Approval of Consent Agenda Items**

1. Consent Agenda Items CA-1 through CA-55

Action# E1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-55.

F. SUPPLEMENTAL AND REMOVED CONSENT AGENDA ITEMS: none

G. RECESS - Mark Holm, Mayor

H. LEGISLATIVE BUSINESS:

- **Approval of Ordinances:**

1. Ord 2176 An Ordinance amending Chapter 69 Parking Regulations of the Municipal Code of the City of Ankeny, Iowa, by amending Section 69.10 No Parking on North and East Sides of Streets, and Section 69.11 No Parking on Both Sides.

Action# H1-1. Consider motion to accept first consideration of ORDINANCE 2176.

2. Ord 2177 An Ordinance amending Chapter 4 of the code of ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to alternative penalties.

Action# H2-1. Consider motion to accept first consideration of ORDINANCE 2177.

I. OLD BUSINESS: none

J. NEW BUSINESS:

1. Proposed High Trestle Trail Experience Park Phase 1 (PH 2024-45)

Action# J1-1. Consider motion to adopt 1) RESOLUTION adopting plans, specifications, form of contract and estimate of cost \$967,828.00 base bid and \$79,120 alternate a for a total of \$1,046,947.95 ; 2) receive and file report of bids received July 30, 2024; 3) adopt RESOLUTION making award of construction contract with Mainline Construction, Inc. in the amount of \$868,754.00; and 4) adopt RESOLUTION approving contract and bonds for the project.

2. Proposed NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive Intersection

Improvements Professional Services Agreement with Bolton & Menk, Inc.

Action# J2-1.

Approve the Professional Services Agreement with Bolton & Menk, Inc. for design engineering services on the NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive Intersection Improvements project in an amount not to exceed \$402,531.00 and authorize the Mayor to execute said Agreement.

K. ADMINISTRATIVE BUSINESS:

- **Report of the City Staff:**

City Manager
City Attorney

- **Report of the Governing Body:**

Mayor

City Council Members:

Council Member Bentz

Council Member Perry

Council Member Ruddy

Council Member Shafer

Council Member Stearns

- **Future Council Agenda Items:**

- ***Public Hearing - Otter Creek Clubhouse Renovations - 8/19/24 @ 5:30 p.m.***
- ***Public Hearing - vacate SE Delaware Public Easements - 8/19/24 @ 5:30 p.m.***
- ***Regular City Council Meeting - 9/3/24 @ 5:30 p.m.***

L. ADJOURNMENT

1. Adjournment

Council Action Planning Session will commence following adjournment of regular meeting.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

<https://zoom.us/j/97312992966?pwd=OEFOcWZGS0NYUmtnVHNxcWZFak9Pd09>

Meeting ID: 973 1299 2966
Passcode: 1234

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

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:
Click to download
No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

CALL TO ORDER:	Mark Holm, Mayor
ROLL CALL:	Michelle Yuska, City Clerk
PLEDGE OF ALLEGIANCE:	Mark Holm, Mayor

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

Special Presentation: Mindy Moore, HDR, Des Moines Area MPO Comprehensive Safety Action Plan

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

Approval of the August 5, 2024 Agenda

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

Action: Consider motion to approve and accept the August 5, 2024 agenda, with or without amendment.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Parks and Recreation

COUNCIL GOAL:

Enhance Quality of Life

ACTION REQUESTED:

Public Hearing

LEGAL:

Item Reviewed by Legal Counsel

SUBJECT:

PH 2024-45: Proposed High Trestle Trail Experience Park - Phase 1

EXECUTIVE SUMMARY:

The High Trestle Trail Experience Park - Phase 1 project improvements include the placement of new light fixtures, power along an existing trail corridor and construction of a new glow trail segment. Site restoration includes new shade trees, areas of turf, native seeding, and additional landscaping. Low mounds built along the corridor integrated with new trail segments and siting of future art installations, and other associated work necessary to complete the project.

Add-Alternate A: Pedestrian Pole Lighting (To light the existing trail between Southwest Walnut Street and South Ankeny Boulevard)

The bid opening for this project was held on July 30, 2024. Four (4) bids were received as follows (Base

Bid and Alternate A combined):

1. Mainline Construction, Inc.	\$ 868,754.00
2. Reilly Construction	\$ 888,000.00
3. Alpha Landscaping	\$ 958,270.90
4. Cushman Excavation LLC	\$1,075,526.92
* Engineer's Estimate Base Bid and Alternate A	\$1,046,947.95

The Engineer's Estimate for the project's base bid was \$967,828.00 and \$79,120.00 for Add-Alternate A, totaling \$1,046,947.95. The submitted base bids with the alternate included ranged from approximately 17% below to 3% above the estimate. The City Council approved Capital Improvement Plan includes \$924,000 for construction of Phase I. Additionally, the City received a \$20,000 grant from BRAVO, bringing the total available funds for construction of Phase I to \$944,000.

Mainline Construction, Inc. has completed similar projects in the past and they have the technical experience to complete this project. The Parks & Recreation Department recommends awarding the High Trestle Trail Experience Park - Phase 1 project (Base Bid and Alternate A) to Mainline Construction, Inc. of Bondurant, Iowa.

Pending project approval and award by the City Council, the contractor shall commence work on the improvements any time after a written Notice to Proceed is issued, no later than August 19, 2024. The Contractor shall fully complete the overall project no later than April 25, 2025.

FISCAL IMPACT: No

This project is included in the City's current Capital Improvement Program with construction scheduled for 2024.

CITY MANAGER'S 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 estimate of cost (\$967,828.00 + \$79,120.00 = \$1,046,947.95).
2. Approve Resolution, adopting said plans, specifications, form of contract, and estimated cost for the High Trestle Trail Experience Park - Phase 1 project.
3. Receive and file the report of bids received on July 30, 2024.

4. Approve Resolution, making award of construction contract to Mainline Construction, of Bondurant, Iowa.

5. Approve Resolution, approving contract and bonds with Mainline Construction in the amount of \$868,754.00.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

July 1, 2024: The City Council approved a Resolution ordering construction and setting the bid opening date as July 30, 2024, and setting the public hearing date as August 5, 2024.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

Action: Consider motion to close Public Hearing 2024-45.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 PH Coversheet
 RES - plans, specs
 Bid Sheet
 Bid Tab
 RES - Award Contract
 RES - Approve Contract and Bond
 Location Map



PUBLIC HEARING 2024-45

5:30 P.M.

AUGUST 5, 2024

PROPOSED HIGH TRESTLE TRAIL EXPERIENCE PARK – PHASE 1

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 High Trestle Trail Experience Park – Phase 1 project. Notice of this hearing was published in the Des Moines Register on the 19th day of July, 2024.

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, Nick Lenox, Parks & Recreation 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 2024-45.

Mayor announces that further consideration and action on this item will take place under “New Business”, Agenda Item “J” later in the meeting.

Council Member _____ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1

WHEREAS, on the **1st** day of **July**, 2024, 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 High Trestle Trail Experience Park - Phase 1; 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:

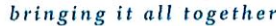
Section 1. That the plans, specifications, form of contract and estimate of cost are hereby approved as the plans, specifications, form of contract and estimate of cost for the public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk



JULY 30, 2024

*Apparent Low Bidder

Bid Bond (10%)	Bidder/Address	Bid Amount	Addenda (none) Acknowledged
7) _____	_____ _____ _____	_____ Alt. _____	_____
8) _____	_____ _____ _____	_____ Alt. _____	_____
9) _____	_____ _____ _____	_____ Alt. _____	_____
10) _____	_____ _____ _____	_____ Alt. _____	_____
11) _____	_____ _____ _____	_____ Alt. _____	_____
12) _____	_____ _____ _____	_____ Alt. _____	_____
13) _____	_____ _____ _____	_____ Alt. _____	_____

*Apparent Low Bidder

Bids will be reviewed and further action taken by the City Council at their next regular meeting of August 5, 2024 at 5:30 P.M.

ATTEST:

Diane Klemme
Diane Klemme, Deputy City Clerk

Mike Schrock
Mike Schrock, Assistant City Manager

TABULATION OF BIDS

HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1
CITY OF ANKENY
ANKENY, IA
ISG PROJECT NO. 22-26951
July 30, 2024 @ 10:30 AM

217 East 2nd Street
Des Moines, IA 50309
(515) 243-9143



Item No.	Description	Unit	Quantity	Engineer's Estimate ISG		Alpha Landscapes Johnston IA		Cushman Excavation LLC Knoxville IA		Mainline Construction Bondurant IA		Reilly Construction Ossian IA	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	CLEARING AND GRUBBING	LS	1	\$10,000.00	\$10,000.00	\$4,700.00	\$4,700.00	\$6,000.00	\$6,000.00	\$8,400.00	\$8,400.00	\$7,750.00	\$7,750.00
2	TOPSOIL, ON-SITE	CY	5322	\$15.00	\$79,830.00	\$5.20	\$27,674.40	\$15.00	\$79,830.00	\$5.00	\$26,610.00	\$7.00	\$37,254.00
3	EXCAVATION, CLASS 10	CY	7875	\$25.00	\$196,875.00	\$25.60	\$201,600.00	\$24.25	\$190,968.75	\$24.25	\$190,968.75	\$21.00	\$165,375.00
4	REMOVAL OF KNOWN PIPE CULVERT	LF	40	\$6.00	\$240.00	\$12.00	\$480.00	\$12.50	\$500.00	\$11.50	\$460.00	\$15.00	\$600.00
5	STORM SEWER, TRENCHED, PVC, 6 INCH	LF	100	\$50.00	\$5,000.00	\$52.00	\$5,200.00	\$25.00	\$2,500.00	\$50.25	\$5,025.00	\$29.00	\$2,900.00
6	SIDEWALK, PCC	SY	81	\$120.00	\$9,720.00	\$125.00	\$10,125.00	\$278.00	\$22,518.00	\$162.00	\$13,122.00	\$185.00	\$14,985.00
7	TEMPORARY TRAFFIC CONTROL	LS	1	\$7,500.00	\$7,500.00	\$5,500.00	\$5,500.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$2,600.00	\$2,600.00
8	TYPE 1 PERMANENT LAWN MIXTURE	AC	1.86	\$2,500.00	\$4,650.00	\$5,500.00	\$10,230.00	\$4,409.00	\$8,200.74	\$3,200.00	\$5,952.00	\$3,400.00	\$6,324.00
9	NO MOW FINE FESCUE MIX	AC	4.42	\$5,000.00	\$22,100.00	\$6,500.00	\$28,730.00	\$4,557.00	\$20,141.94	\$2,400.00	\$10,608.00	\$2,570.00	\$11,359.40
10	DRY SHORT PRAIRIE MIX	AC	2.62	\$9,500.00	\$24,890.00	\$6,000.00	\$15,720.00	\$4,237.00	\$11,100.94	\$2,700.00	\$7,074.00	\$2,900.00	\$7,598.00
11	OVERSTORY TREE, 2.5 INCH CALIPER	EA	43	\$450.00	\$19,350.00	\$525.00	\$22,575.00	\$576.00	\$24,768.00	\$525.00	\$22,575.00	\$560.00	\$24,080.00
12	OVERSTORY TREE, 4 INCH CALIPER	EA	17	\$650.00	\$11,050.00	\$850.00	\$14,450.00	\$636.00	\$10,812.00	\$850.00	\$14,450.00	\$910.00	\$15,470.00
13	OVERSTORY TREE, 6 INCH CALIPER	EA	14	\$850.00	\$11,900.00	\$1,355.00	\$18,970.00	\$765.00	\$10,710.00	\$1,355.00	\$18,970.00	\$1,500.00	\$21,000.00
14	UNDERSTORY TREE, 1.5 INCH CALIPER	EA	17	\$450.00	\$7,650.00	\$435.00	\$7,395.00	\$620.00	\$10,540.00	\$435.00	\$7,395.00	\$470.00	\$7,990.00
15	UNDERSTORY TREE, 6 FOOT HEIGHT	EA	45	\$550.00	\$24,750.00	\$435.00	\$19,575.00	\$619.00	\$27,855.00	\$435.00	\$19,575.00	\$470.00	\$21,150.00
16	EVERGREEN TREE, 6 FOOT HEIGHT	EA	11	\$650.00	\$7,150.00	\$525.00	\$5,775.00	\$637.00	\$7,007.00	\$525.00	\$5,775.00	\$560.00	\$6,160.00
17	SWPPP PREPARATION	LS	1	\$5,000.00	\$5,000.00	\$950.00	\$950.00	\$1,800.00	\$1,800.00	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00
18	SWPPP MANAGEMENT	LS	1	\$15,000.00	\$15,000.00	\$2,000.00	\$2,000.00	\$6,200.00	\$6,200.00	\$3,600.00	\$3,600.00	\$3,850.00	\$3,850.00
19	TEMPORARY RECP, TYPE 2.B	SY	8900	\$4.00	\$35,600.00	\$2.20	\$19,580.00	\$1.98	\$17,622.00	\$1.10	\$9,790.00	\$1.20	\$10,680.00
20	WATTLE, STRAW, 9 INCH	LF	8517	\$3.00	\$25,551.00	\$2.00	\$17,034.00	\$2.75	\$23,421.75	\$2.15	\$18,311.55	\$2.25	\$19,163.25
21	INLET PROTECTION DEVICE, SURFACE APPLIED	EA	19	\$300.00	\$5,700.00	\$105.00	\$1,995.00	\$80.00	\$1,520.00	\$100.00	\$1,900.00	\$105.00	\$1,995.00
22	MOBILIZATION	LS	1	\$55,000.00	\$55,000.00	\$44,725.00	\$44,725.00	\$62,850.00	\$62,850.00	\$15,000.00	\$15,000.00	\$14,000.00	\$14,000.00
23	TREE PROTECTION FENCE	LF	665	\$4.00	\$2,660.00	\$3.80	\$2,527.00	\$5.86	\$3,896.90	\$5.00	\$3,325.00	\$6.00	\$3,990.00
24	LIGHTING CONTROL CABINET & METERING PEDESTAL	EA	3	\$10,750.00	\$32,250.00	\$8,665.00	\$25,995.00	\$11,375.00	\$34,125.00	\$10,238.00	\$30,714.00	\$8,500.00	\$25,500.00
25	HANDHOLE, 12 INCH BY 12 INCH	EA	23	\$960.00	\$22,080.00	\$420.00	\$9,660.00	\$803.00	\$18,469.00	\$740.00	\$17,020.00	\$410.00	\$9,430.00
26	HANDHOLE, 17 INCH BY 30 INCH BY 24 INCH	EA	10	\$960.00	\$9,600.00	\$1,585.00	\$15,850.00	\$1,296.00	\$12,960.00	\$1,180.00	\$11,800.00	\$1,450.00	\$14,500.00
27	TYPE B & B1 BOLLARD LIGHT	EA	33	\$3,300.00	\$108,900.00	\$2,820.00	\$93,060.00	\$3,181.00	\$104,973.00	\$2,881.00	\$95,073.00	\$2,790.00	\$92,070.00
28	CIRCUIT WIRE, 10 GAUGE	LF	34935	\$0.32	\$11,179.20	\$1.08	\$37,729.80	\$0.86	\$30,044.10	\$0.79	\$27,598.65	\$1.00	\$34,935.00
29	CIRCUIT WIRE, 8 GAUGE	LF	5175	\$0.57	\$2,949.75	\$1.50	\$7,762.50	\$1.48	\$7,659.00	\$1.15	\$5,951.25	\$1.50	\$7,762.50
30	CIRCUIT WIRE, 6 GAUGE	LF	3360	\$0.86	\$2,889.60	\$1.76	\$5,913.60	\$2.03	\$6,820.80	\$1.61	\$5,409.60	\$1.75	\$5,880.00
31	CONDUIT, 1 INCH	LF	24270	\$6.00	\$145,620.00	\$4.50	\$109,215.00	\$3.75	\$91,012.50	\$3.35	\$81,304.50	\$4.65	\$112,855.50
32	TRACER WIRE, 10 GAUGE ORANGE	LF	24270	\$0.42	\$10,193.40	\$0.98	\$23,784.60	\$1.05	\$25,483.50	\$0.91	\$22,085.70	\$1.00	\$24,270.00
33	GLOW-TRAIL	LS	1	\$35,000.00	\$35,000.00	\$51,400.00	\$51,400.00	\$91,700.00	\$91,700.00	\$60,000.00	\$60,000.00	\$60,716.35	\$60,716.35
TOTAL BASE BID				\$967,827.95		\$867,880.90		\$984,009.92		\$782,343.00		\$795,793.00	
ALTERNATE A													
A1	HANDHOLE, 12 INCH BY 12 INCH	EA	-23	\$960.00	-\$22,080.00	\$400.00	-\$9,200.00	\$803.00	-\$18,469.00	\$740.00	-\$17,020.00	\$405.00	-\$9,315.00
A2	TYPE A & A1 PEDESTRIAN POLE LIGHT	EA	23	\$4,400.00	\$101,200.00	\$4,330.00	\$99,590.00	\$4,782.00	\$109,986.00	\$4,497.00	\$103,431.00	\$4,414.00	\$101,522.00
ALTERNATE A BID PRICE				\$79,120.00		\$90,390.00		\$91,517.00		\$86,411.00		\$92,207.00	
TOTAL BASE BID PLUS ALTERNATE BID PRICE				\$1,046,947.95		\$958,270.90		\$1,075,526.92		\$868,754.00		\$888,000.00	

Council Member _____ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 _____, 2024, 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 HIGH TRESTLE TRAIL EXPERIENCE
PARK - PHASE 1**

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 High Trestle Trail Experience Park - Phase 1, described in the plans and specifications heretofore adopted by this Council on August 5, 2024, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: **Mainline Construction, Inc.** of **Bondurant, IA**

Amount of bid: **\$868,754.00**

Portion of project: **All construction work, including Base Bid and Alternate A**

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 **5th** day of **August, 2024**.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF POLK

)

I, the undersigned City Clerk of the City of Ankeny, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ankeny, State of Iowa

(SEAL)

ITEM TO INCLUDE ON AGENDA

CITY OF ANKENY, IOWA

- Resolution approving construction contract and bond for the construction of the High Trestle Trail Experience Park - Phase 1.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

_____, 2024

The City Council of the City of Ankeny, State of Iowa, met in _____ session, in the Council Chambers, Ankeny Kirkendall Public Library, 1250 SW District Drive, Ankeny, Iowa, at 5:30 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 APPROVING CONSTRUCTION CONTRACT
AND BOND FOR THE HIGH TRESTLE TRAIL EXPERIENCE
PARK - PHASE 1

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 High Trestle Trail Experience Park - Phase 1, 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: _____ of _____

Amount of bid: _____

Bond surety: _____

Date of bond: _____

Portion of project: All construction work

PASSED AND APPROVED this _____ day of _____, 2024.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF POLK

)

I, the undersigned City Clerk of the City of Ankeny, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ankeny, State of Iowa

(SEAL)

Report of Opening of Construction Bids

A public meeting was held at 10:30 A.M., on July 30, 2024, at the Ankeny Public Services Building, 1210 NW Prairie Ridge Drive, Ankeny, Iowa, presided over by the City Manager of the City of Ankeny, State of Iowa.

Present were:

The City Manager thereupon announced that a purpose of this meeting was to receive, open and tabulate bids for the construction of the High Trestle Trail Experience Park - Phase 1, in accordance with the plans and specifications heretofore filed with the Clerk. The following bids were thereupon received, opened, inspected and tabulated, to-wit:

<u>Name and Address of Bidder</u>	<u>Amount of Bid</u>
-----------------------------------	----------------------

Whereupon the City Manager declared that all bids have been received and that the City Council will consider and act on the bids at its meeting as provided in the notice to bidders heretofore posted.

City Manager

ATTEST:

City Clerk

Council Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 HIGH TRESTLE TRAIL EXPERIENCE
PARK - PHASE 1**

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 High Trestle Trail Experience Park - Phase 1, 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: **Mainline Construction, Inc.** of **Bondurant, IA**

Amount of bid: **\$868,754.00**

Bond surety: _____

Date of bond: _____

Portion of project: **All construction work, including Base Bid and Alternate A**

PASSED AND APPROVED this _____ day of _____, 2024.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF POLK

)

I, the undersigned City Clerk of the City of Ankeny, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ankeny, State of Iowa

(SEAL)

Report of Opening of Construction Bids

A public meeting was held at 10:30 A.M., on July 30, 2024, at the Ankeny Public Services Building, 1210 NW Prairie Ridge Drive, Ankeny, Iowa, presided over by the City Manager of the City of Ankeny, State of Iowa.

Present were:

The City Manager thereupon announced that a purpose of this meeting was to receive, open and tabulate bids for the construction of the High Trestle Trail Experience Park - Phase 1, in accordance with the plans and specifications heretofore filed with the Clerk. The following bids were thereupon received, opened, inspected and tabulated, to-wit:

<u>Name and Address of Bidder</u>	<u>Amount of Bid</u>
-----------------------------------	----------------------

Whereupon the City Manager declared that all bids have been received and that the City Council will consider and act on the bids at its meeting as provided in the notice to bidders heretofore posted.

City Manager

ATTEST:

City Clerk



Experience Park



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

Approval of official council actions of the regular meeting of July 15, 2024, as published, subject to correction, as recommended by the City Clerk.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Minutes

MINUTES OF THE ANKENY CITY COUNCIL

Monday, July 15, 2024 5:30 p.m.

Ankeny Kirkendall Library - City Council Chambers

Mark Holm, Mayor

Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

Mayor Mark Holm called the meeting to order at 5:30 p.m. Council Members Bobbi Bentz, Jeff Perry, and Todd Shafer were in attendance. Council Members Joe Ruddy and Kelly Stearns joined the meeting electronically. City Manager David Jones and City Attorney Amy Beattie were also present. Mayor Holm led in the Pledge of Allegiance.

PUBLIC FORUM

1. David Carney, 2613 NW 30th Lane, spoke about city code of ordinances for subdivision regulations and street design standards.
2. Asa Hutton, 827 NE 5th St, Ankeny, addressed Council about increased traffic in his neighborhood due to construction.

APPROVAL OF AGENDA

1. Council Member Shafer moved, Perry seconded, to approve and accept the July 15, 2024 agenda without amendment. Ayes: 5.

PUBLIC HEARING

1. PH 2024-43. Mayor Holm announced this is the time and place for a public hearing on the matter of granting a permanent electric easement to the MidAmerican Energy Company to provide electric service for the Rally Complex in Ankeny, Iowa. The notice of hearing was published in the Des Moines Register on the 28th day of June, 2024.

Nick Lenox, Parks and Recreation Director, reported that current construction of the Rally Complex Development Project includes the need for electrical service to provide power for site amenities. MidAmerican Energy will supply the necessary service line to the facility but will need to obtain a Permanent Electric Easement from the City to establish the electric service throughout the site. Since the land is owned by the City of Ankeny and this easement area will be given to MidAmerican Energy, a public hearing is required to allow residents to bring their questions or concerns to our attention. The notice of hearing was published in the Des Moines Register on June 28, 2024.

Mayor Holm then asked for any public comment regarding the proposed easement. Hearing no comments, Council Member Bentz moved, Perry seconded, to close public hearing 2024-43. Ayes: 5.

2. PH 2024-44. Mayor Holm announced this is the time and place for a public hearing on the matter of approving a second amendment to interim tower lease agreement by and between the City of Ankeny and T-Mobile Central, LLC. The notice of hearing on this item was published in the Des Moines Register on the 5th day of July, 2024.

Mike Schrock, Assistant City Manager, reported that T-Mobile is requesting permission to install a new backup generator at the 202 NW Ash Drive property (Ash Water Tower) to service the existing telecom infrastructure on site. T-Mobile has also offered to screen the new generator with a privacy fence that will match the existing fence. Due to the proposed improvements, an amendment to the existing agreement with T-Mobile is necessary. A public

hearing on this amendment to the lease agreement between the parties is required under Section 364.7 of the Iowa Code.

Mayor Holm then asked for any public comment regarding the proposed amendment. Hearing no comments, Council Member Shafer moved, Bentz seconded, to close public hearing 2024-44. Ayes: 5.

APPROVAL OF CONSENT AGENDA

Minutes

1. Official council actions of the regular meeting of July 1, 2024, as published.
2. Receive and file minutes of the Human Rights Commission meeting of April 25, 2024.
3. Receive and file minutes of the Plan and Zoning Commission meeting of June 18, 2024.
4. Receive and file minutes of the Zoning Board of Adjustment meeting of April 16, 2024.
5. Receive and file minutes of the Zoning Board of Adjustment meeting of June 18, 2024.

Licenses and Permits

6. Issuance of cigarette/tobacco/nicotine/vapor permit in the City of Ankeny.
7. Issuance of liquor licenses and beer/wine permits in the City of Ankeny.

Finance/Budget

8. Receive and file Financial Reports for June 2024.
9. Receive and file Building Permit Report for June 2024.
10. Receive and file Utility Billing Report for June 2024.
11. Amendment No. 2 to the Professional Services Agreement increasing the contract amount by \$9,000.00 with Snyder & Associates, Inc. for construction engineering services associated with the SE Oralabor Road & Convenience Boulevard/Creekview Drive Traffic Signal Replacement Project.
12. Change Order #1 increasing the contract amount by \$11,000.00 to Sternquist Construction, for construction services on the 2024 PCC Reconstruction Program - NW Westwood Street project.
13. Payment #4 in the amount of \$141,578.03 to Absolute Concrete Construction, for construction services on the NW Northlawn Area Utility Improvements - Phase 3 project.
14. Payment #8 in the amount of \$452.50 to Bolton & Menk, Inc., for engineering services on the SE Corporate Woods Drive & Crosswinds Drive Traffic Signalization project.
15. Payment #4 in the amount of \$593,070.75 to CB&I Storage Tank Solutions LLC, for construction services on the NW Irvinedale Drive - Elevated Water Storage Tank project.
16. Payment #15 in the amount of \$2,701.60 to Civil Design Advantage for engineering services on the NW 36th Street and NW Weigel Drive HMA Resurfacing project.
17. Payment #4 in the amount of \$24,686.66 to Civil Design Advantage, LLC, for engineering services on the Westlawn Place Area Utility Improvements - Conceptual Design project.
18. Payment #1 in the amount of \$132,502.82 to Concrete Technologies, Inc., for construction services on the 2024 PCC Reconstruction Program - NW Ash Drive project.
19. Payment #12 in the amount of \$414,151.97 to Elder Corporation, for construction services on the NE Delaware Avenue Reconstruction - NE 5th Street to Fourmile Creek project.
20. Payment #13 in the amount of \$40,459.40 to Foth Infrastructure and Environment, LLC for engineering services on the NW State Street Extension project.
21. Payment #2 in the amount of \$306,638.64 to Gus Construction, for construction services on the NE 62nd St. Box Culvert project.
22. Payment #2 in the amount of \$85,176.35 to HR Green, Inc., for engineering services on the NW Irvinedale Drive & NW 18th Street Intersection Improvements project.

23. Payment #1 in the amount of \$66,358.45 to Howrey Construction Inc., for construction services on the 2024 Sidewalk Gaps & Replacements Improvements Project.
24. Payment #3 in the amount of \$722,121.60 to HPC, LLC for construction services associated with the Ankeny Fire Station No. 4 project.
25. Payment #12 in the amount of \$1,800.00 to ISG (I&S Group) for design and construction work on the High Trestle Trail Park Phase 1 project.
26. Payment #3 in the amount of \$106,212.59 to Jasper Construction Services, Inc., for construction services on the SE Delaware Avenue and SE 54th Street Traffic Signal project.
27. Payment #2 in the amount of \$117,136.90 to Manatt's Inc., for construction services on the SW Magazine Road & SW State Street Improvements - West Leg project.
28. Payment #1 in the amount of \$86,492.75 to MNM Concrete Specialist, for construction services on the 2024 Pedestrian Ramp Improvements Program - NE 18th Street project.
29. Payment #1 in the amount of \$468,144.80 (for estimate No. 1) to Municipal Pipe Tool Company, LLC for construction services on the 2024 CIPP Lining project.
30. Payment #1 in the amount of \$260,300.00 to O&J Coatings, Inc., for construction services on the Magazine Ground Storage Reservoir Rehabilitation project.
31. Payment #10 in the amount of \$248,434.50 to On Track Construction, LLC for construction services on the NW Northlawn Area Utility Improvements - Phase 2.
32. Payment #3 in the amount of \$267,401.25 to Rognes Corporation, for construction services on the North Four Mile Creek Trunk Sewer Phase 2 project.
33. Payment #3 in the amount of \$123,325.26 to Rognes Corporation, for construction services on the SE 3rd Street Improvements – Phase 2 project.
34. Payment #6 in the amount of \$42,112.00 to Romtec Companies for construction services on the Rally Complex Restroom project.
35. Payment #1 in the amount of \$83,322.60 to Sterquist Construction, for construction services on the 2024 PCC Reconstruction Program - NW Westwood Street project.
36. Payment #15 in the amount of \$1,903.14 to SVPA Architects Inc. for construction phase services associated with the Ankeny Fire Station No. 4 project.
37. Payment #3 in the amount of \$42,746.20 to TK Concrete, Inc., for construction services on the 2024 PCC Street Patching project.
38. Payment #1 in the amount of \$20,961.75 to Vice Construction, for construction services on the 2024 Pedestrian Ramp Improvements Program - Northbrook project.
39. July 15, 2024 Accounts Payable by fund: General \$387,097; Hotel/Motel Tax \$5,000; Road Use Tax \$64,554; Police/Fire Pension \$6,497; Library Foundation \$1,154; Solid Waste \$126,967; Water \$770,306; Sewer \$1,345,984; Storm Water \$7,151; Golf Course \$41,411; Enterprise Project \$1,990,708; Revolving \$27,369; Risk Management \$101,588; Health Insurance \$421; Capital Projects \$3,079,741; Payroll Totals \$1,653,998; Transfers/ACH (\$211,579); Agenda Payments Approved Separately (\$5,057,304); Grand Total \$4,341,063.

Community Development

40. **RESOLUTION 2024-292** receiving and filing application for the annexation of, and providing for the giving of notice for annexation of certain territory located adjacent to the northwest quadrant of Ankeny.
41. **RESOLUTION 2024-293** accepting final plat, performance and maintenance bonds for public improvements, and platted easements for Manatt Estates.
42. **RESOLUTION 2024-294** approving plans and specifications, contracts, and performance and maintenance bonds for the construction of water main and sanitary sewer in Manatt Estates.
43. **RESOLUTION 2024-295** accepting final plat, warranty deed to streets, and platted easements for Kimberley Crossing Plat 3.
44. **RESOLUTION 2024-296** accepting final plat, warranty deed to streets, and platted easements for Kimberley Crossing Plat 4.

Engineering

45. **RESOLUTION 2024-297** authorizing the City of Ankeny, Iowa, to make an application to the Iowa Department of Transportation's (Iowa DOT) Traffic Safety Improvement Program (TSIP) for the partial funding of West 1st Street Widening & Improvements - Phase 2 within the City Limits of Ankeny.
46. **RESOLUTION 2024-298** accepting maintenance bond for utilities in Kimberley Crossing Plat 3.
47. **RESOLUTION 2024-299** accepting maintenance bond for paving in Kimberley Crossing Plat 3.
48. **RESOLUTION 2024-300** accepting maintenance bond for subgrade in Kimberley Crossing Plat 3.
49. **RESOLUTION 2024-301** accepting maintenance bond for utilities in Kimberley Crossing Plat 4.
50. **RESOLUTION 2024-302** accepting maintenance bond for paving in Kimberley Crossing Plat 4.
51. **RESOLUTION 2024-303** accepting maintenance bond for subgrade in Kimberley Crossing Plat 4.

Capital Improvement Projects

52. **2024 Asphalt Street Resurfacing Program - SW Ordinance Road:** a) Final Change Order #1 decreasing the contract amount by \$31,793.05; b) Certificate of Completion; c) **RESOLUTION 2024-304** accepting the public improvements with OMG Midwest, Inc., DBA Des Moines Asphalt and Paving in the amount of \$308,576.30; and d) Final Payment #1 in the amount of \$293,147.48 and Release of Retainage in the amount of \$15,428.82.
53. **SE Oralabor Road & Convenience Blvd/ Creekview Dr Traffic Signal Replacement:** a) Final Change Order #3 decreasing the contract amount by \$24,182.08; b) Certificate of Completion; c) **RESOLUTION 2024-305** accepting the public improvement with All Star Concrete, LLC in the amount of \$664,390.54; and d) Final Payment #5 in the amount of \$315,315.60; and Retainage Payment in the amount of \$33,219.53.
54. **RESOLUTION 2024-306** authorizing a revision to projects in Annual Traffic Signal Improvement Program for construction in 2024 within 2024- 2028 Capital Improvement Program (CIP).
55. **RESOLUTION 2024-307** ordering construction on the Otter Creek Clubhouse Renovations project and fixing a date for hearing thereon and taking bids therefor. (date of bid opening: (8/13/24 @ 10:30 A.M. / date of hrg: 8/19/24 @ 5:30 P.M.)
56. **RESOLUTION 2024-308** accepting a proposal from Alpha Landscapes, LLC in the amount of \$53,785.00 for the construction of the NE Delaware Avenue Reconstruction - NE 5th Street to 700' North of NE 18th Street: Landscaping Improvements project.

Administrative

57. **RESOLUTION 2024-309** authorizing the Certificate of Termination of Development Agreement between the City of Ankeny, Iowa and Grove Landing Development, LLC for the left turn lane on NW 18th Street at NW Driftwood Drive.
58. Authorize the Mayor to sign a letter of support for a fall 2024 grant application by Ankeny Community School District for the Iowa DNR's Trees for Kids grant program.
59. Approve the renewal of the general insurance policy with Iowa Communities Assurance Pool (ICAP) for the policy year July 16, 2024 through July 15, 2025, with a premium amount of \$746,439.00.
60. **RESOLUTION 2024-310** authorizing the Ankeny Police Department to accept funding from Prairie Meadows for the 2024 Community Betterment Grant.

APPROVAL OF CONSENT AGENDA

1. Council Member Bentz moved, second by Perry, to approve the recommendations for Consent Agenda Items CA-1 through CA-60. Ayes: Bentz, Perry, Ruddy, Shafer, Stearns.

LEGISLATIVE BUSINESS

Approval of Ordinances

1. **Ord 2175.** An Ordinance amending the Zoning Regulations, Chapter 192, of the Municipal Code of the City of Ankeny, Iowa, by rezoning certain real estate owned by Hope K. Farms, LLC. Council Member Perry moved, Bentz seconded, to accept second consideration of ORDINANCE 2175. Ayes: Perry, Bentz, Ruddy, Shafer, Stearns. Council Member Perry moved, Stearns seconded, to accept request to suspend the rule that all ordinances must be considered on three different days and accept third consideration of ORDINANCE 2175, sending it on its final passage and publication as required by law. Ayes: Perry, Stearns, Bentz, Ruddy, Shafer.

NEW BUSINESS

1. Proposed Permanent Electrical Easement - Rally Complex (PH 2024-43) Council Member Bentz moved, Shafer seconded, to adopt **RESOLUTION 2024-311** granting permanent electrical easement to MidAmerican Energy Company to provide electrical service to the Rally Complex and for Mayor to execute said easement. Ayes: Bentz, Shafer, Perry, Ruddy, Stearns.
2. Proposed Second Amendment to the Interim Tower Lease Agreement with T-Mobile (PH 2024-44) Council Member Perry moved, Shafer seconded, to adopt 1) **RESOLUTION 2024-312** approving second amendment to interim tower lease agreement with T-Mobile Central, LLC. Ayes: Perry, Shafer, Bentz, Ruddy, Stearns.
3. Proposed SW Magazine Road & SW Cherry Street Concept Study Professional Services Agreement with JEO Consulting Group, Inc. Council Member Perry moved, Shafer seconded, to approve the Professional Services Agreement with JEO Consulting Group, Inc., for the traffic engineering services for the SW Magazine Road & SW Cherry Street Concept Study in an amount not to exceed \$49,580.00 and the Mayor to execute said agreement. Ayes: Perry, Shafer, Bentz, Ruddy, Stearns.

ADJOURNMENT

1. Meeting was adjourned at 6:04 p.m.

Michelle Yuska, City Clerk

Mark E. Holm, Mayor

Published in the Des Moines Register on 7/26/24.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

City Clerk

COUNCIL GOAL:

ACTION REQUESTED:

Motion

LEGAL:

SUBJECT:

Approval of official council actions of the special meeting of July 25, 2024, as published, subject to correction, as recommended by the City Clerk.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Minutes

MINUTES OF THE ANKENY CITY COUNCIL SPECIAL MEETING

Thursday, July 25, 2024

Ankeny Kirkendall Library - City Council Chambers

Mark Holm, Mayor

Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

Mayor Holm called the meeting to order at 4:00 p.m. Council Members Jeff Perry, Joe Ruddy, and Kelly Stearns joined the meeting electronically. Council Members Bobbi Bentz and Todd Shafer were absent. City Manager David Jones was also present.

APPROVAL OF AGENDA

1. Council Member Stearns moved, Perry seconded, to approve and accept the July 25, 2024 special meeting agenda as presented. Ayes: 3.

NEW BUSINESS

1. Issuance of liquor license in the City of Ankeny. Council Member Stearns moved, Ruddy seconded, to approve the issuance of liquor license in the City of Ankeny. Ayes: Stearns, Ruddy, Perry.

ADJOURNMENT

1. Meeting was adjourned at 4:02 p.m.

Michelle Yuska, City Clerk

Mark E. Holm, Mayor

Published in the Des Moines Register on the 2nd day of August, 2024.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Motion

LEGAL:

SUBJECT:
Receive and file minutes of the Plan and Zoning Commission meeting of July 2, 2024.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 P&Z Minutes 2024-07-02

Meeting Minutes
Plan & Zoning Commission Meeting

Tuesday, July 2, 2024

Ankeny City Council Chambers, Second Floor
1250 SW District Drive, Ankeny, Iowa

CALL TO ORDER

Chair Ted Rapp called the July 2, 2024 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

ROLL CALL

Members present: Ted Rapp, Randy Weisheit, Trina Flack, Lisa West, Todd Ripper, and Glenn Hunter.

Absent: Annette Renaud.

Staff present: Eric Jensen, Eric Carstens, Jake Heil, Bryan Morrissey, Ryan Kirschman, and Brenda Fuglsang.

AMENDMENTS TO THE AGENDA

Motion by T.Flack to approve and accept the July 2, 2024 agenda without amendments. Second by T.Ripper. All voted aye. Motion carried 6 – 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 June 18, 2024 minutes of the Plan and Zoning Commission meeting.

Item #2. 2750 NE 36th Street - Community State Bank Site Plan

Motion to approve the site plan for 2750 NE 36th Street, Community State Bank Site Plan.

Item #3. Berwick Estates Plat 1 Final Plat

Motion to recommend City Council approval of the Berwick Estates Plat 1 Final Plat; and recommend City Council authorization of cost-participation request for water main extension to two existing lots and sidewalk cost sharing along NE Berwick Drive in the amount estimated to be \$112,684.

Motion by L.West to approve the recommendations for Consent Agenda Item(s) #1 - #3. Second by R.Weisheit. All voted aye. Motion carried 6 – 0.

PUBLIC HEARINGS

There were no public hearings.

BUSINESS ITEMS

There were no business items.

REPORTS

City Council Meeting

E.Jensen reported on the July 1, 2024 City Council meeting.

Director's Report

E.Jensen presented the tentative agenda items for the Tuesday, July 16, 2024 Plan and Zoning Commission meeting and the June 2024 Building Permit Report. E.Jensen stated that there will be two public hearings on the July 16, 2024 agenda.

Commissioner's Reports

There were no reports.

MISCELLANEOUS ITEMS

July 15, 2024 – 5:30 p.m. City Council Meeting Representative: Staff

ADJOURNMENT

There being no further business, T.Ripper motioned to adjourn the meeting. Meeting adjourned at 6:34 p.m.

A handwritten signature in blue ink that reads "Brenda Fuglsang". The signature is written in a cursive, flowing style.

Submitted by Brenda Fuglsang, Secretary
Plan & Zoning Commission



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Human Resources

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

Receive and file the minutes of the Civil Service Commission meeting of June 10, 2024.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 [Civil Service minutes](#)

Meeting Minutes Civil Service Commission

Monday, June 10, 2024
11:45 a.m.
Ankeny Council Chambers
1250 SW District Dr, Ankeny, Iowa

Ray Blase
Laura Murphy
David Kinsley

CALL TO ORDER - ROLL CALL

The meeting was called to order by Ray Blase. Roll call taken. Blase – present, Murphy – present, Kinsley – present

1. MOTION TO APPROVE THE MINUTES OF 5-13-24.

Murphy moved to approve the minutes from May 13, 2024. Kinsley seconded the motion. All voted aye and the motion carried

2. MOTION TO CERTIFY THE LIST OF APPLICANTS ELIGIBLE FOR APPOINTMENT TO COMBINATION INSPECTOR I IN THE COMMUNITY DEVELOPMENT DEPARTMENT, SUBJECT TO PASSING ANY FURTHER DEPARTMENTAL REQUIREMENTS.

Kinsley moved to certify the list of applicants eligible for appointment to Combination Inspector I in the community development department, subject to passing any further department requirements. Blase seconded the motion. All voted aye and the motion carried. The following applicants were certified and the list remains active for one year.

RANK	LAST NAME	FIRST NAME
1	Willhite	Nathan
2	Steier	Peter
3	Dean	Nicholas
4	Stravers	Anthony
5	Sperry	Kurt
5	Travis	Michael
7	Iverson	Tanner
8	Leopold	Seth
8	Harris	Cody

8	Klingensmith	Michael
11	Foster	Thomas
12	Nesset	Kirk
13	Stoner	Brian
13	MOREE	MATTHEW
15	Morton	William
16	Johnson	Tanner
16	Rommel	Tyler
18	Bast	Douglas
18	Fitter	Matthew

3. MOTION TO CERTIFY THE LIST OF APPLICANTS ELIGIBLE FOR APPOINTMENT TO EQUIPMENT OPERATOR IN THE PUBLIC WORKS DEPARTMENT, SUBJECT TO PASSING ANY FURTHER DEPARTMENTAL REQUIREMENTS.

Blase moved to certify the list of applicants eligible for appointment to Equipment Operator in the public works department, subject to passing any further department

requirements. Murphy seconded the motion. All voted aye and the motion carried. The following applicants were certified and the list remains active for one year.

RANK	LAST NAME	FIRST NAME
1	Albright	James
1	Calder	Aaron
3	Miller	Caldwell
3	Peña	Mario
5	Kacena	Thomas
6	Madsen	Jacob
7	Tarvin	Blake
8	Gilbert	Paul
9	Corlett	Michael
10	Thompson	Timothy
11	Carpenter	Tyler
11	Lawson	Jay
11	Salazar	Leonardo
14	DeMartino	Joseph
15	Pforts	Rogan
16	Coop	Brandyn
17	Hill	James

18	Smith	Joshua
19	Purchase	Tracy
20	Green	Paul
21	Doughman	Kameron
21	Weldon	Benjiman
23	Kirkeby	Dustin
24	DeVries	David
25	mcmullen	Joe
26	Morgan	Dennis
27	Lundberg	Ryan
28	Purcell	Drake
29	Ahrens	Steve
29	Frueh	Jeremiah
31	Garcia	Joshua
32	Laborico	Braulio
33	Amidzic	Emir
33	Gomez	Che
35	Wilson	Chad
36	Bertsch	David

4. MOTION TO CERTIFY THE LIST OF APPLICANTS ELIGIBLE FOR APPOINTMENT TO PARK MAINTENANCE ASSISTANT IN THE PARKS AND RECREATION DEPARTMENT, SUBJECT TO PASSING ANY FURTHER DEPARTMENTAL REQUIREMENTS.

Murphy moved to certify the list of applicants eligible for appointment to Park Maintenance Assistant in the parks and recreation department, subject to passing any further department requirements. Kinsley seconded the motion. All voted aye and the motion carried. The following applicants were certified and the list remains active for one year.

RANK	LAST NAME	FIRST NAME
1	Beeler	Gregory
2	Boike	Derek
2	Krafcisin	Gabriel
4	Balukoff	Marty
4	KIBBY	NICHOLAS
6	Wickings	William
7	Hughes	Aaron
8	Brotherson	Benjamin
8	Johnson	Wesley
8	Lawson	Jay
11	Dhont	Yanik

11	Thompson	Stephen
11	Morgan	Alexander
14	Kepford	Carsen
15	Jackson	Tavoris
15	Fletcher	Nathan
15	Simpson	Michael
15	Volkamer	Chris
19	Hofman	Andrew
19	Holmes	Akeem
21	Greimann	Adam
21	Smith	Joshua
23	Buersken	Benjamin

24	Berends	Scott
25	Niland	Nicholas
25	Patterson	Jason
27	Krieger	Amber
28	Granados Nava	Candy
29	Bonin	Michael

30	Looney	Mark
31	Ricketts	Brandon
32	Ritter	Alex
33	Gomez	Che
33	Beliel	Matthew
35	Statler	Steven

5. MOTION TO CERTIFY THE LIST OF EMPLOYEES ELIGIBLE FOR PROMOTION TO FIRE BATTALION CHIEF IN THE FIRE DEPARTMENT, SUBJECT TO PASSING ANY FURTHER DEPARTMENTAL REQUIREMENTS.

Blase moved to certify the list of employees eligible for promotion to Fire Battalion Chief in the fire department, subject to passing any further department requirements. Kinsley seconded the motion. All voted aye and the motion carried. The following applicants were certified and the list remains active for three years.

Rank	FirstName	LastName
1	Jason	Johnson
2	Justin	VanderLeest
3	Steve	Lyon
4	Chad	Armstrong

6. MOTION TO CERTIFY THE LIST OF EMPLOYEES ELIGIBLE FOR PROMOTION TO UTILITIES OPERATOR III IN THE MUNICIPAL UTILITIES - WATER DEPARTMENT, SUBJECT TO PASSING ANY FURTHER DEPARTMENTAL REQUIREMENTS.

Kinsley moved to certify the list of employees eligible for promotion to Utilities Operator III in the municipal utilities-water department, subject to passing any further department requirements. Blase seconded the motion. All voted aye and the motion carried. The following applicants were certified and the list remains active for two years.

Rank	FirstName	LastName
1	Justin	Heth
2	Andrew	Moses

7. MOTION TO CERTIFY THE LIST OF EMPLOYEES ELIGIBLE FOR PROMOTION TO LEAD EQUIPMENT OPERATOR IN THE PUBLIC WORKS DEPARTMENT, SUBJECT TO PASSING ANY FURTHER DEPARTMENTAL REQUIREMENTS.

Murphy moved to certify the list of employees eligible for promotion to Lead Equipment Operator in the public works department, subject to passing any further department requirements. Kinsley seconded the motion. All voted aye and the motion carried. The following applicants were certified and the list remains active for two years.

Rank	FirstName	LastName
1	McGill	Josiah
2	Rhone	Blayden

8. ADJOURNMENT

Being there was no further business; Blase adjourned the meeting at 11:50 a.m.
Next meeting: tentative Monday, July 8, 2024, at 11:45 am.

Respectfully submitted,



Dawn Gean

Clerk of the Civil Service Commission



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Kirkendall Library

COUNCIL GOAL:

ACTION REQUESTED:
Motion

LEGAL:

SUBJECT:

Receive and file minutes of the Library Board of Trustee meeting of June 20, 2024.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Minutes

**KIRKENDALL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES**

Thursday, June 20, 2024

Regular meeting: 6 p.m.

Location: City Council Chambers - Library

Present: John Meyer, Miranda Piepho, Nancy Medema, Fred Schuster, Heather Stephenson, and Gene Lucht

Staff: Sam Mitchel

Topic	Discussion
Call to Order	Meyer called the meeting to order.
Approval of Minutes	Motion made by Medema to approve the May 2024 meeting minutes. Second by Piepho. Motion passed unanimously.
Public Comments	
Consent Agenda	Sam Mitchel, Director, presented Financials: • Run rate - 91%
Policy/Procedure Review	Fines and Fees Policy: • City was reviewing revenue, they noticed on our past register that we had a miscellaneous charges noted. City asked that we add these into the Fines and Fees Policy. • Stephenson motioned to accept this edit to the Policy. Lucht seconded. All in favor.
Director's Report	Mitchel presented reports: • Work Anniversaries were celebrated • Staff in-service training was conducted • Monthly AED and fire extinguisher inspections were conducted • City conducted harassment training for all city employees • Already this summer we've surpassed the total amount of participants from last year • Circulation numbers are improving – mostly due to digital resources
Committee Reports (Evaluation, Finance, Marketing, Policy, Staffing, etc.)	Medema presented on Evaluation Committee: Reviewed job descriptions. Revised with new items that were important to the board. These are being reviewed now.
Friends of the Library (Update)	Medema presented: • Friends are looking at bylaws to identify what could influence what is currently happening on their board. • Looking for more board members. • Provided updates on BINGO and family trivia. • Discussed meeting quarterly instead of monthly. Mitchel discussed what we are requesting from the Friends for this next fiscal year (\$44,975). Items include: • Events, Prizes, and Marketing items. • Book Discussion Sets • Library Speakers Consortium

Topic	Discussion
	• Adventure Pass program • Hoopla • Lucht motioned to approve. Medema seconded. Approved by all.
Old Business	
New Business	Mitchel to prepare a new policy on hours of operation and holidays. Board to review at July meeting.
Executive Session	Consider motion to go into Executive Session, pursuant to the provisions of Iowa Code Section 21.5, subparagraph (i), “to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless irreparable injury to that individual’s reputation and that individual requests a closed session.” Motion made by Lucht. Seconded by Schuster. All in favor. Schuster motioned to come out of closed session. Lucht seconded. All. In favor.
Adjourn	Next meeting: July 18, 2024 Motion to adjourn made by Schuster. Seconded by Stephenson. All in favor.

Respectfully submitted, Miranda Piepho, Secretary

Approved: 7/18/24



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

City Clerk

COUNCIL GOAL:

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve the issuance of a special permit to Derek Watson for the purpose of bow hunting on private property within the city limits pursuant to Municipal Code Section 41.11(3).

EXECUTIVE SUMMARY:

Captain Makai Echer has reviewed the request and approved the issuance of a special permit to the applicant for the purpose of bow hunting of deer within the City limits.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve the special hunting permit as requested.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Application
 PD Recommendation

7/2/2024

7.2.2024

To Whom It May Concern:

I am writing this letter to formally request a special permit to bowhunt whitetail deer within Ankeny city limits. The dates for this request would begin on October 1st 2024.

I have received written permission from Jeff Grubb (signed statement attached) to bowhunt his property at Deer Creek Estates LLC. The District/Parcel is <181/15925-795-134> and the GeoParcel is <8023-17-100-009>. The land is one mile east of I35 and half a mile North of E 1st Street.

I have participated in the Urban Controlled Bowhunts (per Polk County Conservation) since September of 2007. Jeff is a landowner next to the property I hunt for the Urban program. This is how we met and developed a relationship / friendship. I have completed a hunter's safety course with additional training in order to be a part of the Urban Bowhunts. In order to qualify for the Urban Bowhunt I annually take a proficiency test to ensure accuracy and safety for all. I understand I am subject to all rules and regulations according to the DNR with respect to whitetail hunting in Iowa.

I appreciate your consideration; please feel free to contact me directly with any additional questions or requirements.

Derek Watson

A handwritten signature in black ink, appearing to read 'Derek Watson', with a stylized, looped design.

5908 E. 76th. St. S
Newton, IA 50208

515.321.5421

Derekmwatson@gmail.com

Derek M. Watson
5908 E 76 th St. S
Newton, Ia. 50208

July 2nd 2024

DNR ID# 850169442

Deer Creek Estates, LLC owns property in Ankeny, Ia. that you are requesting to Bow hunt for deer this 2024 DNR approved season. The property is located approximately 1 mile east of Interstate 35 and a half mile north on NE Four Mile Dr. This is District/ Parcel Number 181/15925-795-134 Polk County, Ia.

It is our understanding that you are in the process of gaining Ankeny City Council approval to hunt Deer within the Ankeny City limits. Once approved by the City Council we would be willing to allow you to enter the property for the sole purpose of Bow hunting Deer and coyote. All hunting activities shall be limited to Parcel 2, 52.08 Ac., as shown below. We expect you to give notice of your intent to hunt a day prior to each time/ day you intend to enter and hunt. This can be done by e-mail to the appointed agent, Jeffrey Grubb, at jkwdevelopments@gmail.com.

Upon entering the property, you acknowledge and agree that you will hold Deer Creek Estates, LLC harmless for ANY injury to yourself or others. This permission is given to you only. Prior to the beginning of the 2024 Iowa Bow hunting season, you will meet with Jeffrey Grubb to discuss any property change which may affect the areas allowed to hunt.



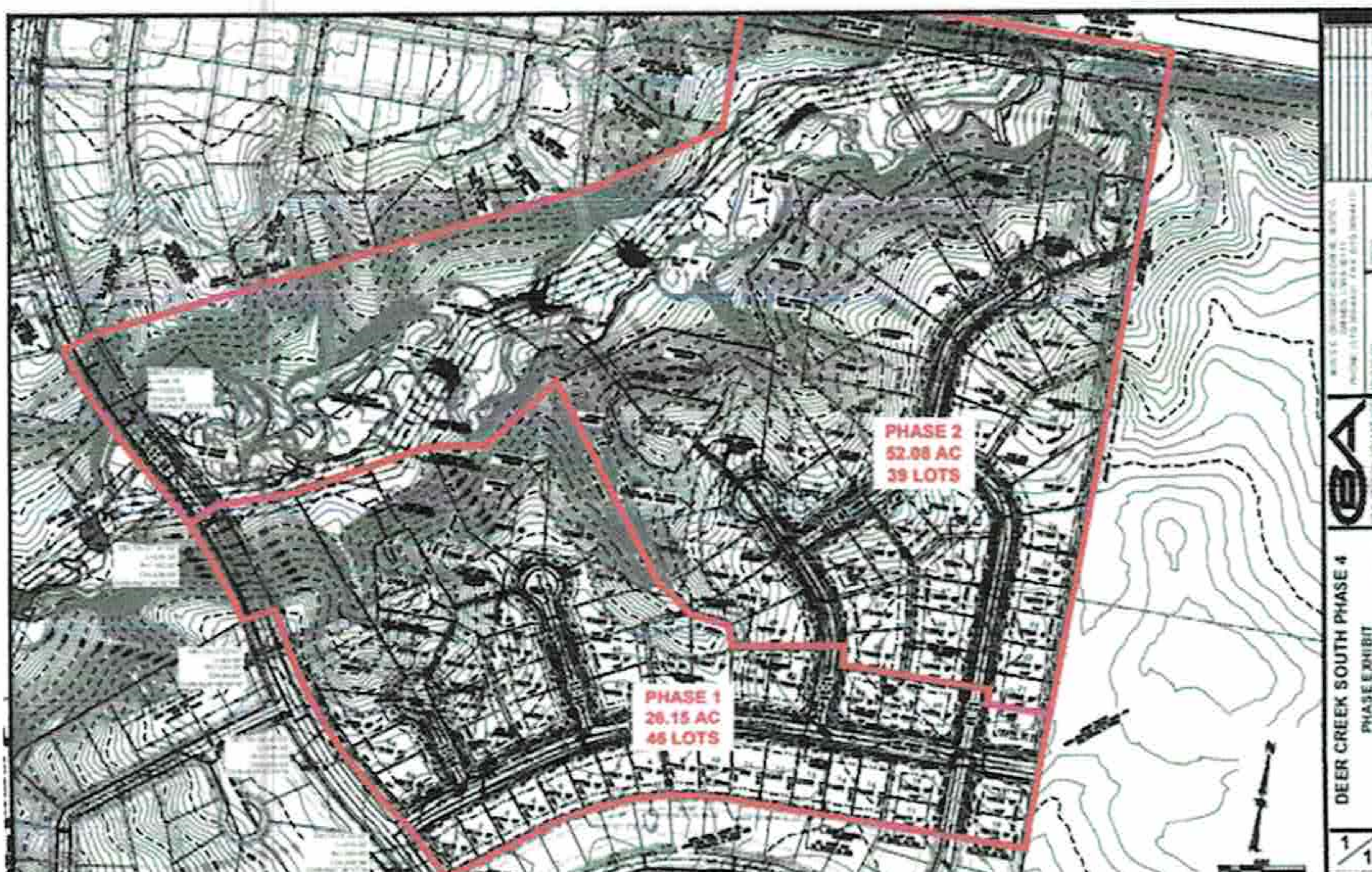
Jeffrey D. Grubb

Manager of Land Development

Deer Creek Estates, LLC

Derek M. Watson

Derek M. Watson



MEMORANDUM

TO: DAVID JONES
FROM: CAPTAIN MAKAI ECHER
SUBJECT: BOW HUNTING APPROVAL
DATE: JULY 11, 2024
CC:

The Police Department approves a special bow hunting permit for whitetail deer for Derek Watson on property located at Deer Creek Estates LLC. The District/Parcel is <181/15925-795-134> The land is one mile east of I35 and a half mile North of E 1st St. This approval is limited to Derek Watson and cannot be extended or implied for others. This authorization is for the 2024 bow hunting season beginning October 1, 2024 and does not extend beyond January 10, 2025.

This approval from the Police Department is contingent upon the following requirements:

1. Express written authorization from the property owner(s) within the identified hunting site.
2. Compliance with all State of Iowa DNR regulations related to licensing and seasonal hunting laws to include times, registration and conformity with Iowa Code 252J.8.
3. Compliance with Iowa Code 716.7 Trespass prohibiting hunting on private property and recovery of injured or killed fur-bearing animals from private property.
4. The harvest of deer shall comply with all State of Iowa DNR laws and regulations.
5. The approval specifically prohibits the discharge of firearms anywhere within the City of Ankeny corporate limits.

Approval by the Ankeny City Council is required for all hunting within the City limits pursuant to Ankeny Code Chapter 41.11(3). Property owner, Jeff Grubb, has provided approval to Derek Watson.

Respectfully,

Makai Echer Captain

Ankeny Police Department



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:

ACTION REQUESTED:
Motion

LEGAL:

SUBJECT:

Consider motion to approve the issuance of Cigarette/Tobacco/Nicotine/Vapor Permits for August 5, 2024 - June 30, 2025.

EXECUTIVE SUMMARY:

In accordance with the City of Ankeny Code of Ordinances Chapter 131, "Cigarette and Tobacco Permits," the following licensee(s) have submitted an application which has met all requirements and is now being presented to the City Council for approval. Copies of license applications are available for review in the Office of the City Clerk.

- Slow Burn Liquor, LLC / DBA Sip & Burn, 1200 NW 36th St, Ankeny, IA (New)

FISCAL IMPACT: **Yes**

Each licensee has paid the annual license fee of \$100.00 to the City of Ankeny, in accordance with Section 131.04 of the City of Ankeny Code of Ordinances.

CITY MANAGER'S RECOMMENDATIONS:

Approve the issuance of permits as presented.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Applicant list: Cigarette/Tobacco/Nicotine/Vapor

July 1, 2024 – June 30, 2025
Cigarette/Tobacco/Nicotine/Vapor Permit Applicants

ABC Smoke	1325 SW Oralabor Rd, Ste 204
Ankeny Golf & Country Club	314 SW Irvinedale Dr
Ankeny Smoke & Vape	502 N Ankeny Blvd, Suite 12
Ankeny Smoke & Vape South	225 SE Oralabor Rd, Ste 1
Briarwood Membership Assoc.	3405 NE Trilein Dr
Casey's General Stores #1548	2905 W 1st Street
Casey's General Stores #1659	302 S Ankeny Blvd
Casey's General Stores #1941	1010 SE Oralabor Rd
Casey's General Stores #2164	3505 N Ankeny Blvd
Casey's General Stores #2689	1310 NW 18th Street
Casey's General Stores #2785	1602 W 1st Street
Casey's General Stores #2896	2601 SE Creekview Dr
Casey's General Stores #2920	1010 SE National Dr
Casey's General Stores #3827	3605 NW Irvindale Dr
Casey's General Stores #3888	1024 E 1st Street
Casey's General Stores #3934	1515 SE Corporate Woods DR
Central Iowa Vapors Ankeny	207 NE Delaware
CIV Plus Ankeny SW	2505 White Birch Ln
Dollar General #7310	901 S Ankeny Blvd
Fareway #61	3205 N Ankeny Blvd
Fareway #909	109 SE Oralabor Rd
Fleet Farm Fuel	4275 SE Delaware Ave
Git-N-Go Store #40	2811 SW Oralabor Rd
Good Times	1912 SW 3 rd St
Hy-Vee #2 Fast and Fresh	1710 SW Oralabor Rd
Hy-Vee Food Store #1	410 N Ankeny Blvd
Hy-Vee Food Store #2	2510 SW State Street
Hy-Vee #1 Fast and Fresh	414 N Ankeny Blvd
Jakes Pub	605 N Ankeny Blvd
Kum & Go #292	1825 N Ankeny Blvd
Kum & Go #4020	1910 SW White Birch Circle
Kum & Go #518	3603 NE Otter View Circle
Kum & Go #579	165 SW Magazine Rd
Kum & Go #92	1025 E 1st Street
Kum & Go #2212	965 SE Corporate Woods Dr
KWIK STAR #1016	202 SE Oralabor Rd
KWIK STAR #1057	320 NW 36th Street
Leaf Brothers Cigar II	1924 SW 3rd Street
La Victoria #4	502 N Ankeny Blvd, Ste 9
Liquor Lovers	1510 S Ankeny Blvd, Ste 107
Murphy USA #7594	1006 SE National DR
Neighborhood Liquor House	833 E 1 st St, Ste 102
QuikTrip #514	802 E 1 st St

Approved _____

July 1, 2024 – June 30, 2025
Cigarette/Tobacco/Nicotine/Vapor Permit Applicants

Sip & Burn	1200 NE 36 th St
Stop and Shop Liquor Store	409 S Ankeny Blvd
Tim's BP/AMACO Service	102 N Ankeny Blvd
Tobacco & Vape	629 N Ankeny Blvd
Tobacco Hut	121 N Ankeny Blvd
Vape World and Tobacco, LLC	802 SE Oralabor Rd
Walgreens #07454	901 N Ankeny Blvd
Walgreens #07996	2702 SE Delaware Ave
Yankee Clipper	312 SW Maple Street

Approved _____



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

City Clerk

COUNCIL GOAL:

Ensure Economic Vitality

ACTION REQUESTED:

Motion

LEGAL:

Item Reviewed by Legal Counsel

SUBJECT:

Consider motion to approve the issuance of liquor licenses and beer/wine permits in the City of Ankeny.

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. The Other Place-Ankeny Inc. d/b/a The Other Place, 2010 SE Delaware Ave. - Class C Retail Alcohol License (LC) (Renewal) includes Outdoor Service - Effective August 14, 2024.
2. Kinseth Hospitality Co. Inc. d/b/a Residence Inn Ankeny, 1515 SW Main St. - Class C Retail Alcohol License (LC) (Renewal) - Effective August 15, 2024.

3. Magee's Irish Pub LLC d/b/a Magee's Irish Pub & Eatery, 1610 SW Main St., Ste 106 & 107 - Class C Retail Alcohol License (LC) (Renewal) includes Outdoor Service - Effective September 1, 2024.
4. KTB Premier Nails LLC d/b/a Premier Nail Bar, 1510 SW Vintage Pkwy - Class C Retail Alcohol License (LC) (Renewal) - Effective August 25, 2024.
5. Impact Location LLC d/b/a Net Par, 1610 SW Main St., Ste. 101 - Class C Retail Alcohol License (LC) (New) - Tentatively Effective August 29, 2024. PENDING DRAM ENDORSEMENT, DEPT APPROVAL
6. Enlighten Restaurants LLC d/b/a Red Chillez Indian Cuisine, 1701 SE Delaware Ave., Ste. 300 - Class C Retail Alcohol License (LC) (New) - Tentatively Effective August 6, 2024.
7. Hernandez Mexican Bar & Grill LLC d/b/a Hernandez Mexican Bar & Grill, 2010 SE Delaware Ave., Ste. 230 - Class C Retail Alcohol License (LC) (New) - Tentatively Effective August 6, 2024.
8. Bean Enterprises d/b/a West Forty Meats, 315 SW Maple St., Ste. D. - Class B Retail Alcohol License (WB) (New) - Tentatively Effective August 6, 2024.
9. Cloud Wine, LLD d/b/a Lucky Wife Wine Slushies, 715 W 1st St. (AMP) - Special Class C Retail Alcohol License (BW) - Effective August 15, 2024.
10. Cloud Wine, LLD d/b/a Lucky Wife Wine Slushies, 715 W 1st St. (AMP) - Special Class C Retail Alcohol License (BW) - Effective September 19, 2024.
11. Apres Bar Co LLC d/b/a Apres Bar Co., 718 NE Grant St. - Special Class C Retail Alcohol License (BW) includes Outdoor Service - Effective August 17, 2024 PENDING DRAM ENDORSEMENT.

FISCAL IMPACT: Yes

The City of Ankeny will receive a portion of each application fee in accordance with Iowa Code Section 123.143.

CITY MANAGER'S RECOMMENDATIONS:

Approve the issuance of liquor licenses and / or beer / wine permits.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Change Order #3 increasing the contract amount by \$15,597.50 to Absolute Concrete Construction, for construction services on the Oralabor Gateway Trail - SW State Street Underpass and SW Oralabor Road and SW State Street Intersection Improvements project.

EXECUTIVE SUMMARY:

This change order is to pay for items related to the utility conflicts encountered during the installation of the storm sewer in the SW quadrant of the Oralabor Road and State Street intersection.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Change Order #3

CHANGE ORDER FORM



Project Title: I - SW State Stret Underpass and SW Oralabor Road and SW State Street Inte
 Contractor: Absolute Concrete Construcion
 Address: 0
 Finance Budget Code: 998.3998.4451 Finance Project #: 998.4451
 Vendor Project #: 4997 Purchase Order #: 0
 Original Contract Date: March 6, 2023 Vendor Account #: 0

Date of Council Meeting: August 5, 2024 Change Order #: 3

Purpose of Change Order:

The purpose of this change order is to pay for items related to the utility conflicts encountered during the installation of the storm sewer in the SW quadrant of the Oralabor & State intersection. 0920: This item is to pay for the change of Pipe P-100 from 30" RCP to dual 15" RCP.
 0940: This item is to reduce the 30" RCP for Pipe P-100 from 30" to dual 15" RCP.
 8004:his item is to pay for the use of a vacuum truck to determine the precise depth and location of the utilities to aid in the re-design of the storm sewer.
 8005: This item is to pay for the modification of structures S-100, 101, & 102 based on the re-design of the storm sewer to mitigate utility conflicts.

Details of Change Order:

ITEM #	DESCRIPTION	UNITS	QUANTITY CHANGE	UNIT PRICE	EXTENDED PRICE
8004	LOCATION OF UTILITIES	EACH	1.00	\$ 7,387.50	\$ 7,387.50
8005	MODIFICATION OF STORM SEWER STRUCTURE	EACH	3.00	\$ 1,500.00	\$ 4,500.00
0920	REINFORCED CONC. PIPE, 15 IN.	LF	168.00	\$ 90.00	\$ 15,120.00
0940	REINFORCED CONC. PIPE, 30 IN.	LF	(81.50)	\$ 140.00	\$ (11,410.00)
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Change Order #: 3 makes the following adjustments to the Contract:					\$ 15,597.50

Contractor Accepted: Absolute Concrete Construcion

Firm Name
 Signature: *[Signature]* Date: 7/26/2024

Engineer Approved: HR GREEN, INC.

Firm Name
 Signature: Tony Babcock Date: 7/26/2024

Owner Accepted: City of Ankeny

Signature: _____ Title: Mayor
 Date: August 5, 2024

Attest for Owner:

Signature: _____ Title: City Clerk
 Date: August 5, 2024

Record of Change Orders:

Original Contract Amount		\$ 6,369,694.05
#	Change Order Date	Amount
1	December 18, 2023	\$ 11,484.00
2	May 18, 2024	\$ 3,456.25
3	August 5, 2024	\$ 15,597.50
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Revised Contract Amount \$ 6,400,231.80



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Change Order #2 increasing the contract amount by \$117.00 to InRoads, LLC, for construction services on the NW 36th Street and NW Weigel Drive HMA Resurfacing project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

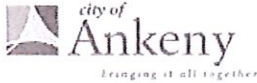
ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Change Order #2

CHANGE ORDER FORM



Project Title: NW 36th Street and NW Weigel Drive HMA resurfacing
 Contractor: InRoads, LLC
 Address: 4761 NE 20th Lane, Des Moines, IA 50313
 Finance Budget Code: 895.3895.4451 Finance Project #: 895.4451
 Vendor Project #: N/A Purchase Order #: N/A
 Original Contract Date: February 19, 2024 Vendor Account #: 9658

Date of Council Meeting: August 5, 2024
~~July 15, 2024~~ Change Order #: 2

Purpose of Change Order:

7.03 - Reduction in quantity of HMA base course due to south end of NW Weigel Drive being paved in PCC by Savannah development
 8.02, 8.04 - Reduction in quantity of pavement symbols due to south end of NW Weigel Drive being paved in PCC by Savannah development
 12.01 - Remove asphalt for PCC tie-in
 12.02 - PCC pavement to tie HMA into Savannah Development PCC pavement

Details of Change Order:

ITEM #	DESCRIPTION	UNITS	QUANTITY CHANGE	UNIT PRICE	EXTENDED PRICE
7.03	Pavement, Asphalt, 3 In. Base Course, 3/4 In. Mix, PG 58-28H	TON	(331.00)	\$ 93.00	\$ (30,783.00)
8.02	Painted Symbols and Legends, Durable	EA	(1.00)	\$ 600.00	\$ (600.00)
8.04	Grooves Cut for Symbols and Legends	EA	(1.00)	\$ 225.00	\$ (225.00)
12.01	Pavement Removal, Asphalt	LS	1.00	\$ 3,780.00	\$ 3,780.00
12.02	Pavement , PCC, 8" Thick	LS	1.00	\$ 27,945.00	\$ 27,945.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Change Order #: <u>2</u> makes the following adjustments to the Contract:					\$ 117.00

Contractor Accepted: InRoads, LLC
 Signature: [Signature] Date: 7/9/24

Engineer Approved: City of Ankeny
 Signature: [Signature] Date: 7/26/2024

Owner Accepted: City of Ankeny
 Signature: _____ Title: Mayor
August 5, 2024
~~July 15, 2024~~
 Date: _____

Attest for Owner:
 Signature: _____ Title: City Clerk
August 5, 2024
~~July 15, 2024~~
 Date: _____

Record of Change Orders:

Original Contract Amount		\$ 1,691,525.00
#	Change Order Date	Amount
1	April 1, 2024	\$ -
2	July 15, 2024	\$ 117.00
3	<u>August 5, 2024</u>	
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Revised Contract Amount \$ 1,691,642.00



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Amendment No. 2 to the Professional Services Agreement with RDG Planning & Design increasing the contract amount by \$95,291.00 for an in-depth Phase 1 cultural resources survey, floodplain modeling, preparation and submittal of a Conditional letter of Map Revision (CLOMR), development of post-project documentation related to the CLOMR, and final Letter of Map Revision (LOMR) documents and application on the Four Mile Creek and Tributary Channel Stabilization - NE 47th Street to NE 54th Street project.

EXECUTIVE SUMMARY:

RDG completed the schematic design and funding agency coordination, environmental assessments, preliminary design plans (30%), funding agency documentation, topographic survey, and 60% design development as part of the original Professional Services Agreement. Amendment No. 1 included final construction documentation and permitting services, and project bidding services. Amendment No. 1 work is still in progress. Amendment No. 2 includes an in-depth Phase 1 cultural resources survey, floodplain modeling, preparation and submittal of a Conditional letter of Map Revision (CLOMR), development of post-project documentation related to the CLOMR, and final Letter of Map Revision (LOMR) documents and application.

The additional Phase 1 cultural resources work and floodplain modeling work is being required due to the outside funding being utilized for this project, and the regulatory requirements associated with the Iowa Department of Natural Resources (IDNR) and Army Corps of Engineers (USACE) permits. The CLOMR and LOMR may be required depending on the results of the modeling and final permits, and this amendment includes the \$14,500.00 in submittal fees associated with the CLOMR and LOMR.

The scope of Amendment No. 2 and the corresponding fees are shown in the attached Amendment No. 2 to the Professional Services Agreement and detailed in the original Professional Services Agreement. A copy of the original Professional Services Agreement and Amendment No. 2 are also attached for reference.

The fee for the additional engineering services is \$95,291.00. The original Professional Services Agreement and Amendment No. 1 total contract amount was \$307,925.00. Adding Amendment No. 2 to the contract increases the total contract amount to \$403,216.00

It is recommended that the City Council approve Amendment No. 2 to the Professional Services Agreement with RDG Planning and Design in the amount of \$95,291.00 for the Fourmile Creek and Tributary to Fourmile Creek Restoration project.

FISCAL IMPACT: No

The final design engineering and bidding phase services for the Fourmile Creek and Tributary to Fourmile Creek project is included in the 2024 - 2028 CIP.

CITY MANAGER'S RECOMMENDATIONS:

Approve Amendment No. 2 to the Professional Services Agreement increasing the contract amount by \$95,291.00 with RDG Planning and Design for an in-depth Phase 1 cultural resources survey, floodplain modeling, preparation and submittal of a Conditional letter of Map Revision (CLOMR), development of post-project documentation related to the CLOMR, and final Letter of Map Revision (LOMR) documents and application.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

March 7, 2022: City Council approved the Professional Services Agreement with RDG Planning and Design for the Fourmile Creek and Tributary to Fourmile Creek Restoration project, including scope items I, II, and III for \$223,370.00.

March 9, 2023: City Council approved Amendment No. 1 with RDG Planning and Design for the Fourmile Creek and Tributary to Fourmile Creek Restoration project for a total contract amount of \$307,925.00.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Amendment No. 2
 Amendment No. 1
 Professional Services Agreement

Amendment #2 to AIA document B101

Standard Form of Agreement Between Owner and Architect
dated **March 7, 2022**, between **City of Ankeny** and **RDG Planning & Design, Inc.**
The Agreement provides for professional design services for the following project:
Fourmile Creek and Tributary to Fourmile Creek Restoration

Date of this Amendment: August 5, 2024

RDG Project No.: R3005.308.00

File No.: 1.02

1. **DESCRIPTION AND SCOPE OF AMENDED SERVICES:** The Architect's Basic Services shall be amended to include the following:
 - 1.1. Phase I cultural resources survey (by subconsultant), including fieldwork, data review, analyses, report preparation and all other tasks necessary to complete the Phase I survey in a manner that will meet or exceed the Association of Iowa Archaeologist's Guidelines.
 - 1.2. Floodplain modeling, which was noted in Exhibit A of the original contract as not included and could be provided through separate amendment. This modeling effort shall consist of:
 - 1.2.1. Includes Hydrologic and Hydraulic (H&H) modeling to develop the duplicate effective and corrected effective models and incorporate project design components to a post project model.
 - 1.2.2. Includes evaluation of design conditions to evaluation possibility of no-rise, adjusting proposed conditions to try and obtain no-rise, and one round of coordination to document required design revisions needed to attain no-rise.
 - 1.2.3. Includes submittal preparation, up to 4 hours for DNR meetings, and basic model revisions to address DNR comments.
 - 1.2.4. Does not include major model revisions if DNR comments required more changes than anticipated or if DNR disputes no-rise attainment. If more than 2 rounds of comments/revisions are necessary, the proposed fee may be insufficient and RDG would request an Additional Service for "Additional Regulatory Review/Revisions."
 - 1.3. Floodplain modeling will determine if a Conditional Letter of Map Revision (CLOMR) and Letter of Map Revision are needed due to changes in effective high-water elevations or floodway boundaries. Should that be necessary, the following services would be provided:
 - 1.3.1. Includes preparation and submittal of CLOMR documentation and requirements.
 - 1.3.1.1. Includes coordination and meetings with FEMA reviewers (up to 12 total staff hours) and reasonable model updates and refinements based on FEMA comments.
 - 1.3.1.2. Does not include major model revisions if FEMA comments required more changes than anticipated.
 - 1.3.1.3. If more than 1-2 rounds of comments/revisions are necessary, the proposed fee may be insufficient and RDG would request another Additional Service for "Additional Regulatory Review/Revisions."
 - 1.3.1.4. Includes \$6,500 submittal fee required by FEMA for CLOMR review.
 - 1.3.2. Includes development of record drawings and other post-project documentation required to satisfy CLOMR conditions.
 - 1.3.3. Includes development of documentation and submittals to satisfy LOMR requirements.
 - 1.3.3.1. Includes \$8,000 fee required by FEMA for LOMR review.
2. **SCHEDULE:** The schedule previously established for the Project shall be amended in conformance with the amended scope of services as follows:
 - 2.1. Scope Item 1.1 described above shall be completed by August 31, 2024.
 - 2.2. Scope Item 1.2 described above shall be completed by December 31, 2024.
 - 2.3. Scope Items 1.3.1 and 1.3.2 described above (if necessary) shall be completed by July 31, 2025.



- 2.4. Scope Item 1.3.3 described above (if necessary) shall be completed by July 1, 2027.
- 2.5. Scope Item IV (as described in Exhibit A) shall be completed by December 31, 2024.
- 2.6. Scope Item V (as described in Exhibit A) shall be completed by December 31, 2025.

3. **COMPENSATION:** For the amended services and conditions described herein, compensation shall be modified as follows:

3.1. <u>Compensation per original Agreement</u>	<u>\$223,370</u>
3.2. <u>Amendment #1 Compensation</u>	<u>\$ 84,555</u>
3.3. <u>Amendment #2 Compensation</u>	<u>\$ 95,291</u>
3.3.1. <u>Scope Item 1.1:</u>	
3.3.1.1. <u>Bear Creek Archeology, Inc.</u>	<u>\$29,025</u>
3.3.2. <u>Scope Item 1.2:</u>	
3.3.2.1. <u>FYRA Engineering</u>	<u>\$29,782</u>
3.3.3. <u>Scope Item 1.3:</u>	
3.3.3.1. <u>FYRA Engineering (Item 1.3.1)</u>	<u>\$ 9,792</u>
3.3.3.2. <u>FYRA Engineering (Item 1.3.2)</u>	<u>\$ 6,096</u>
3.3.3.3. <u>FYRA Engineering (Item 1.3.3)</u>	<u>\$ 6,096</u>
3.3.3.4. <u>Submittal Fees (Items 1.3.1.4 and 1.3.3.1)</u>	<u>\$14,500</u>
3.4. <u>Total Amended Compensation</u>	<u>\$403,216</u>

4. **OTHER CONDITIONS:** All conditions of the original Agreement shall apply to this Amendment unless specifically stated below:
- 4.1. Not Applicable

This Amendment entered into as of the day and year as first written above.

OWNER: City of Ankeny

ARCHITECT: RDG Planning & Design, Inc.

(signature)

Mark E. Holm
Mayor

(printed name and title)

(signature)

Scott Crawford, PLA, ASLA, LEED AP
Principal

(printed name and title)





Amendment #1 to AIA document B101

Standard Form of Agreement Between Owner and Architect
dated **March 9, 2023**, between **City of Ankeny** and **RDG Planning & Design, Inc.**
The Agreement provides for professional design services for the following project:
Fourmile Creek and Tributary to Fourmile Creek Restoration

Date of this Amendment: March 9, 2023

RDG Project No.: R3005.308.00

File No.:

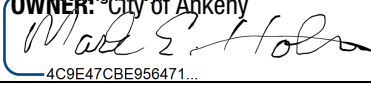
1. **DESCRIPTION AND SCOPE OF AMENDED SERVICES:** The Architect's Basic Services shall be amended to include the following:
 - 1.1. The services for Phases IV and V of that contract are described in the original contract, but we note that they are not included and could be provided through separate amendment.
2. **SCHEDULE:** The schedule previously established for the Project shall be amended in conformance with the amended scope of services as follows:
 - 2.1. Scope Item III (as described in Exhibit A) shall be completed by March 31, 2023.
 - 2.2. Scope Item IV (as described in Exhibit A) shall be completed by July 14, 2023. (Includes permit application submittal, but not final permit authorization.)
 - 2.3. Scope Item V (as described in Exhibit A) shall be completed by June 28, 2024.
3. **COMPENSATION:** For the amended services and conditions described herein, compensation shall be modified as follows:
 - 3.1. Scope Item IV:

3.1.1. <u>RDG Planning & Design – Design Tasks, Permitting and Project Management</u>	\$ 67,400
3.1.2. <u>FYRA Engineering – WFPO Coordination</u>	\$ 7,155
<u>Scope Item IV Subtotal</u>	<u>\$ 74,555</u>
 - 3.2. Scope Item V:

3.2.1 <u>RDG Planning & Design – Bidding Phase Tasks and Project Management</u>	\$ 10,000
<u>Scope Item V Subtotal</u>	<u>\$ 10,000</u>

Basic Compensation per original Agreement	\$ 223,370
Amendment No. 1	\$ 84,555
 Total Amended Compensation:	 <u>\$ 307,925</u>
4. **OTHER CONDITIONS:** All conditions of the original Agreement shall apply to this Amendment unless specifically stated below:
 - 4.1. Not Applicable

This Amendment entered into as of the day and year as first written above.

Resigned by:
OWNER: City of Ankeny

4C9E47CBE956471...
(signature)
Mark E. Holm, Mayor
(printed name and title)

ARCHITECT: RDG Planning & Design, Inc.

(signature)
Scott Crawford, PLA, ASLA, LEED® AP, Principal
(printed name and title)





AIA Document B101™ – 2017

Standard Form of Agreement Between Owner and Architect

For the purpose of this agreement, wherever the term “Architect” is used, it shall mean “Civil Engineer”

AGREEMENT made as of the 7th day of March in the year 2022.

(In words, indicate day, month and year.)

BETWEEN the Architect’s client identified as the Owner:

(Name, legal status, address and other information)

City of Ankeny
220 West 1st Street
Ankeny, IA 50023
Phone Number: 515-963-3520

And the Architect:

(Name, legal status, address and other information)

RDG Planning & Design, Inc.
301 Grand Avenue
Des Moines, IA 50309-1718
Phone Number: 515-288-3141

R3005.308.00

For the following Project:

(Name, location and detailed description)

Fourmile Creek and Tributary to Fourmile Creek Restoration
Ankeny, Iowa

The Owner and Architect agree as follows.

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 ARCHITECT'S RESPONSIBILITIES
- 3 SCOPE OF ARCHITECT'S BASIC SERVICES
- 4 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

Preliminary design of stream stabilization and restoration along Fourmile Creek, between NE 47th and 54th Streets and along a tributary from the east to Fourmile Creek between NE 47th and 54th Streets. This contract includes coordination with the Polk County Watershed and Flood Prevention Operations (WFPO) program.

§ 1.1.2 The Project's physical characteristics:

(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

The project is located within City owned parcels along Fourmile Creek and the tributary from the east between NE 47th and 54th Streets.

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

(Provide total and, if known, a line item breakdown.)

The projected construction cost for this project is \$2,500,000 (in 2022 \$)

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

- .1 Design phase milestone dates, if any:

Scope Item I (as defined in Exhibit A) shall be completed by June 30, 2022.

Scope Item II (as defined in Exhibit A) shall be completed by July 31, 2022.

Scope Item III (as defined in Exhibit A) shall be completed by December 31, 2022.

.2 Construction commencement date:

Construction is expected to commence after July 1, 2024.

.3 Substantial Completion date or dates:

Major construction operations are expected to be completed by August 31, 2025.

.4 Other milestone dates:

Not applicable.

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:

(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)

Competitive bid.

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:

(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

Not applicable.

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™-2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204-2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204-2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:

(List name, address, and other contact information.)

Becky Ford, PE, CFM
City of Ankeny
Stormwater & Environmental Manager
1210 NW Prairie Ridge Drive
Ankeny, Iowa 5002-1564
phone: 515-963-3526

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:

(List name, address, and other contact information.)

Not applicable

§ 1.1.9 The Owner shall retain the following consultants and contractors:

(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

Not applicable

.2 Civil Engineer:

Not applicable

- .3 Other, if any:
(List any other consultants and contractors retained by the Owner.)

Not applicable

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:
(List name, address, and other contact information.)

Gregory M. Pierce, PE, CPESC
Partner, Project Manager
RDG Planning & Design
301 Grand Avenue
Des Moines, Iowa 50309-1718
phone: 515-309-3277

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

- .1 Structural Engineer:

Not applicable

- .2 Mechanical Engineer:

Not applicable

- .3 Electrical Engineer:

Not applicable

§ 1.1.11.2 Consultants retained under Supplemental Services:

<u>FYRA Engineering:</u>	<u>Coordination with Polk County's Watershed and Flood Prevention Operations (WFPO) program</u>
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<u>Emmons and Olivier Resources (EOR), Inc.:</u>	<u>Environmental Studies, Cultural Resource Assessments</u>
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<u>Nilles Associates, Inc.:</u>	<u>Land Surveying</u>
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§ 1.1.12 Other Initial Information on which the Agreement is based:

Not applicable

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. ~~The parties will use AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.~~

~~§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, and the requisite RDG BIM Project Execution Plan AIA Document G202™ 2013, Project Building Information Modeling Protocol Form, shall be at~~

the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than One Million Dollars (\$1,000,000) for each occurrence and Two Million Dollars (\$2,000,000) in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than One Million Dollars (\$1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than Five Hundred Thousand Dollars (\$500,000.00) each accident, Five Hundred Thousand Dollars (\$500,000.00) each employee, and Five Hundred Thousand Dollars (\$500,000.00) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than One Million Dollars (\$1,000,000) per claim and One Million Dollars (\$1,000,000) in the aggregate.

§ 2.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 ~~and include usual and customary structural, mechanical, and electrical engineering services.~~ Services not set forth in this Article 3 are Supplemental or Additional Services.

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§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants, however the Architect is not responsible to coordinate services provided by the Owner, the Contractor, or the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.1.7 The Owner acknowledges that the nature of the design process is such that the plans, specifications, and other documentation prepared by the Architect under this Agreement may require changes, corrections, and modifications during the construction process which may affect the Project schedule or increase the Cost of the Work. The Owner acknowledges that production of a complete set of perfect construction documents is neither reasonable nor expected under this Agreement.

§ 3.1.8 The Owner and the Architect agree that the funding for contingencies provided for in Sections 6.1. and 6.3 shall include funds to pay costs which may arise from or out of such changes, corrections, or modifications to the plans, specifications or other documentation prepared by the Architect, including, but not limited to, any costs associated with a change or changes in the Project schedule, which portion of the contingency funding shall be in the amount of five percent (5 %) of the Cost of the Work, as defined in Article 6.

In the event the aforementioned costs exceed the five percent (5%) contingency funding as defined in this paragraph 3.1.8, the Architect will be responsible for all costs in excess of the five percent (5%) which are attributable to changes, corrections, and modifications in the plans, specifications, and other documents prepared by the Architect, but only to the extent they are caused by the negligence of the Architect.

§ 3.1.9 Omitted

§ 3.1.10 To the fullest extent permitted by law, the Owner shall defend, indemnify, and hold harmless the Architect, the Architect's consultants and agents, and employees of any of them, from and against any and all claims, damages, awards, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from latent, concealed or unknown conditions and/or documentation or information furnished by the Owner, its consultants or agents, or employees of any of them.

§ 3.1.11 The Architect's commitments as set forth in this Agreement are based on the expectation that all of the services described in this Agreement will be provided. In the event the Owner later elects to reduce the Architect's scope of services, the Owner hereby agrees to release, hold harmless, defend, and indemnify the Architect from any and all claims, damages, losses, or costs associated with or arising out of such reduction of services.

§ 3.1.12 The Architect shall provide the services as listed in Exhibit A. Any services not listed in Exhibit A are not included, but could be added through a separate amendment to this agreement.

§ 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches, if any, to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to assist the Owner in preparing an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall assist in update updating the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction

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Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3. Not used

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 PROCUREMENT PHASE SERVICES

§ 3.5.1 GENERAL

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 COMPETITIVE BIDDING

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 NEGOTIATED PROPOSALS

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 3.6 CONSTRUCTION PHASE SERVICES

§ 3.6.1 GENERAL

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2017, General Conditions of the Contract for Construction as modified by RDG Planning & Design, Inc. in the form attached as Exhibit ??. If the Owner and Contractor modify AIA Document A201-2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 EVALUATIONS OF THE WORK

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections or to review webcam/videos/photographs to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon by the Architect and the Owner or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201-2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified.

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The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 SUBMITTALS

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon by the Architect and the Owner, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 CHANGES IN THE WORK

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 PROJECT COMPLETION

§ 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;

- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 SUPPLEMENTAL SERVICES

§ 4.1.1 The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)

Supplemental Services	Responsibility (Architect, Owner, or not provided)
§ 4.1.1.1 Programming	<u>Not provided</u>
§ 4.1.1.2 Multiple preliminary designs	<u>Not provided</u>
§ 4.1.1.3 Measured drawings	<u>Not provided</u>
§ 4.1.1.4 Existing facilities surveys	<u>Not provided</u>
§ 4.1.1.5 Site evaluation and planning	<u>Not provided</u>
§ 4.1.1.6 Building Information Model management responsibilities	<u>Not provided</u>
§ 4.1.1.7 Development of Building Information Models for post construction use	<u>Not provided</u>
§ 4.1.1.8 Civil engineering	<u>Not provided</u>
§ 4.1.1.9 Landscape design	<u>Not provided</u>
§ 4.1.1.10 Architectural interior design	<u>Not provided</u>
§ 4.1.1.11 Value analysis	<u>Not provided</u>
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	<u>Not provided</u>
§ 4.1.1.13 On-site project representation	<u>Not provided</u>
§ 4.1.1.14 Conformed documents for construction	<u>Not provided</u>
§ 4.1.1.15 As-designed record drawings	<u>Not provided</u>
§ 4.1.1.16 As-constructed record drawings	<u>Not provided</u>
§ 4.1.1.17 Post-occupancy evaluation	<u>Not provided</u>
§ 4.1.1.18 Facility support services	<u>Not provided</u>
§ 4.1.1.19 Tenant-related services	<u>Not provided</u>
§ 4.1.1.20 Architect's coordination of the Owner's consultants	<u>Not provided</u>
§ 4.1.1.21 Telecommunications/data design	<u>Not provided</u>

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§ 4.1.1.22	Security evaluation and planning	<u>Not provided</u>
§ 4.1.1.23	Commissioning	<u>Not provided</u>
§ 4.1.1.24	Sustainable Project Services pursuant to Section 4.1.3	<u>Not provided</u>
§ 4.1.1.25	Fast-track design services	<u>Not provided</u>
§ 4.1.1.26	Multiple bid packages	<u>Not provided</u>
§ 4.1.1.27	Historic preservation	<u>Not provided</u>
§ 4.1.1.28	Furniture, furnishings, and equipment design	<u>Not provided</u>
§ 4.1.1.29	Other services provided by specialty Consultants	<u>Not provided</u>
§ 4.1.1.30	Other Supplemental Services	<u>Not provided</u>

§ 4.1.2 DESCRIPTION OF SUPPLEMENTAL SERVICES

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)

Not applicable

§ 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)

Not applicable

~~§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.~~

§ 4.2 ARCHITECT'S ADDITIONAL SERVICES

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to ~~the fault any negligent act, error, or omission~~ of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 ~~Evaluation of the qualifications of entities providing bids or proposals;~~

- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 ~~Two (2)~~ reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 ~~??? (???)~~ visits to the site by the Architect during construction
- .3 ~~Two (2)~~ inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 ~~One (1)~~ inspections for any portion of the Work to determine final completion.

The Architect shall be compensated for these Additional Services beyond the limits stated above, which will be billed by the Architect in accordance with Section 11.3.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed thirty (30) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent

drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials, and commissioning of mechanical, electrical, or building envelope as required by code.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. ~~The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner.~~ The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect,

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represent the Architect's judgment as a design professional and are based upon its own historical experience. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect. If the Owner wishes greater assurance as to the probable Cost of the Work, the Owner shall engage an independent cost estimating consultant acceptable to the Architect, at the Owner's cost.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires requests and the Architect agrees to provide a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 ~~If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.~~

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, as Additional Services, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. ~~If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.~~

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions

of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. All claims and causes of action between the Owner and the Architect arising out of or related to this Agreement or the Work, whether based in contract, tort, warrant or otherwise, shall be deemed to have accrued and the applicable statute of limitations shall commence to run no later than either the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion or the date of insurance of final Certificate of Payment for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Architect's services are substantially completed, and also in no event shall any claim or cause of action be brought more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar the same scope of waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 MEDIATION

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, ~~unless if~~ the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. ~~If an arbitration proceeding is stayed pursuant~~

to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 8.3 of this Agreement

☒ Litigation in a court of competent jurisdiction

☐ Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 8.2.5 Omitted

§ 8.3 ARBITRATION

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.4 CONSOLIDATION OR JOINDER

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

~~§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:
(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)~~

~~.1—Termination Fee:~~

~~Termination fee shall be Zero Dollars (\$0).~~

~~.2—Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:~~

~~Licensing fee shall be Zero Dollars (\$0).~~

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

§ 9.10 The Owner and Architect's rights set forth in this Article 9 are in addition to and without prejudice to their other rights and remedies provided by law.

§ 9.11 The termination of this Agreement shall not relieve either the Owner or the Architect of any obligation previously accrued. The following provisions of this Agreement, and any other provisions that by their terms so provide, shall specifically survive any such termination: Section 3.1.10, Article 7, Article 8, Article 10, and Article 12.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. ~~If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.~~

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction in the form attached to this Agreement as Exhibit B.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(Insert amount)

Compensation shall be a stipulated sum as defined in attached Exhibit A plus reimbursable expenses not to exceed two thousand dollars and zero cents (\$2,000.00).

.2 Percentage Basis

(Insert percentage value)

~~— () % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.~~

.3 Other

(Describe the method of compensation)

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Compensation shall be based on the percentage of work completed of each phase at the time services are provided.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

Compensation shall be based on the percentage of work completed of each phase at the time services are provided.

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent (10%), or as follows:

(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows: (as defined within Exhibit A)

<u>Schematic Design Phase</u>	<u>Fifteen</u>	<u>percent (</u>	<u>15</u>	<u>%)</u>
<u>Design Development Phase</u>	<u>Thirty</u>	<u>percent (</u>	<u>30</u>	<u>%)</u>
<u>Construction Documents Phase</u>	<u>Thirty</u>	<u>percent (</u>	<u>30</u>	<u>%)</u>
<u>Bidding/Negotiation Phase</u>	<u>Five</u>	<u>percent (</u>	<u>5</u>	<u>%)</u>
<u>Construction Phase</u>	<u>Twenty</u>	<u>percent (</u>	<u>20</u>	<u>%)</u>
<u>Total Basic Compensation</u>	<u>one hundred</u>	<u>percent (</u>	<u>100</u>	<u>%)</u>

The Owner acknowledges that with an accelerated Project delivery, multiple bid package process, or Construction Manager as constructor project delivery method, the Architect may be providing its services in multiple Phases simultaneously. Therefore, the Architect shall be permitted to invoice monthly in proportion to services performed in each Phase of Services as appropriate.

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

§ 11.6.1 When ~~compensation is on a percentage basis and~~ any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Employee or Category

Rate (\$0.00)

§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site-office expenses;
- .11 ~~Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,~~
- .12 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants ~~plus ten percent (10%) of the expenses incurred.~~

§ 11.9 ARCHITECT'S INSURANCE. If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)

Not applicable

§ 11.10 PAYMENTS TO THE ARCHITECT

§ 11.10.1 INITIAL PAYMENTS

§ 11.10.1.1 An initial payment of zero dollars and no cents (\$0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

~~§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of ??? (\$???) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.~~

§ 11.10.2 PROGRESS PAYMENTS

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid sixty (60) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

(Insert rate of monthly or annual interest agreed upon.)

One percent (1%) per month.

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

§ 12.1 The Owner acknowledges that the requirements of the Americans with Disabilities Act (ADA), Fair Housing Act (FHA) and other federal, state and local accessibility laws, rules, codes, ordinances and regulations will be subject to various subjective, discretionary and / or possibly contradictory interpretations. The Architect, therefore, will use its reasonable professional efforts and judgment consistent with the degree of skill and care ordinarily exercised by architects currently practicing under similar circumstances to interpret applicable laws, rules, codes, ordinances and regulations, including accessibility requirements in effect as of the date of the execution of this Agreement, and as they apply to the Project. The Architect, however, cannot and does not warrant or guarantee that the Owner's Project will comply with all interpretations of the accessibility requirements and/or the requirements of other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the Project.

§ 12.2 Omitted

§ 12.3 Omitted

§ 12.4 If this Agreement is terminated, other than pursuant to Section 9.4, the license granted in Section 7.3 shall terminate and the Owner's obligations set forth in Section 7.3.1 and Section 9.7.2 shall govern.

§ 12.5 Omitted

§ 12.6 Omitted

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral, including but not limited to, the terms of any purchase order, invoice, bid document, or proposal attached to the Agreement. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect as modified by RDG IA Inc and Owner
- .2 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this agreement.)
 - i. ~~AIA Document E203 dated ??? as modified by RDG Planning & Design, Inc. and Owner attached hereto and incorporated herein by this reference as Exhibit ?? to this AIA B101~~
- .3 Exhibits:
(Check the appropriate box for any exhibits incorporated into this Agreement.)
 - [] AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this agreement.)
 - [X] Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)
 - i. Scope of Services attached hereto and incorporated herein by this reference as Exhibit A to this AIA B101
 - ii. Exhibit B omitted
 - iii. Standard Hourly Rate Schedule attached hereto and incorporated herein by this reference as Exhibit C to this AIA B101

- iv. Modified Site-Visit Protocol attached hereto and incorporated herein by this reference as Exhibit D to this AIA B101
 - v. City of Ankeny Insurance Requirements attached hereto and incorporated herein by this reference as Exhibit E to this AIA B101
- .4 Other documents:
(List other documents, if any, forming part of the Agreement.)

NA

This Agreement entered into as of the day and year first written above.

OWNER



(Signature)

Mark E. Holm

Mayor

(Printed name and title)

ARCHITECT



(Signature)

Scott Crawford, PLA, ASLA, LEED® AP

Principal

(Printed name and title)

March 7, 2022

**RE: Exhibit A – Scope of Services
Fourmile Creek and Tributary to Fourmile Creek Restoration – Segments B and E**

Project Description:

The project includes stream restoration work to address erosion and stream instability along Fourmile Creek and one of its tributaries, both of which are located between NE 47th and NE 54th Streets in Ankeny, Iowa. The project area is as indicated on a map included as Exhibit "A".

Project Roles:

RDG Planning & Design – Lead Firm, Project Management and Design

FYRA Engineering – WFPO Coordination, Hydraulic Modeling (if needed)

EOR – Environmental and Cultural Studies

Nilles Associates – Land Surveying

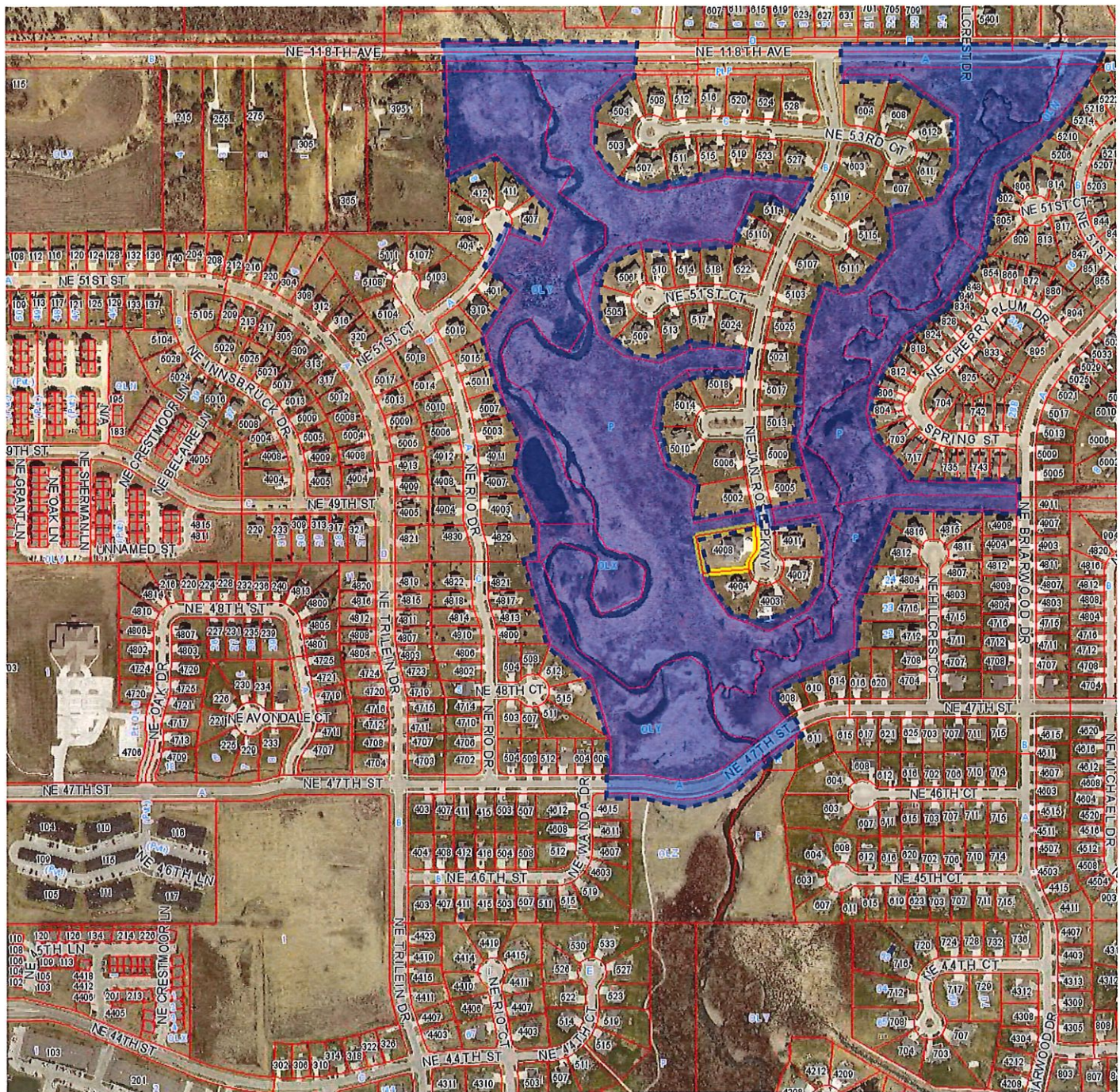
Scope Item I – Schematic Design and WFPO Coordination

The following items are included on developing a concept design plan for the stream restoration work associated with this project. Included within this item is coordination with Polk County and its consultant (FYRA) for integrating these projects into their WFPO (Watershed and Flood Protections Operations) program, so that the projects could be potentially be eligible for construction funding in future years through that program.

This scope items also includes the environmental studies required by the WFPO program to determine potential impacts. Those studies would also be included with submittals for final permit applications prior to construction (as part of Scope Item IV).

1. Kickoff meeting with the City
 - Kickoff and coordination meeting to define contacts, milestones and how the project will be coordinated between Ankeny and Polk County
2. Develop goals and purpose statement
 - RDG to provide FYRA with a statement that defines goals and purpose so FYRA can ensure fits within WFPO scope and requirements





3. Define eligible practice types
 - RDG coordination meeting with FYRA to discuss eligible practice types and how to define and set Areas of Potential Effects (APE) for permitting work.
4. Program types of practices that are proposed
 - RDG to send FYRA types of stabilization practices and/or structures (including NRCS practice codes) they are considering for design.
 - FYRA provide comments to RDG about practice types and any details consultant will need to develop.
 - Potentially a RDG / FYRA coordination meeting to resolve any questions.
5. First draft of APE for review
 - RDG to provide first draft of APE to FYRA and City for review.
 - FYRA to respond with comments for RDG
 - RDG completes APE
6. Environmental assessments required for WFPO, (also for use in final project permitting)
 - Wetlands, endangered species habitat
 - Stream delineation (as per Iowa Mitigation Method)
 - Cultural Resources
 - SVAP stream assessments
 - Shapefiles of delineated features and stream assessments provided to FYRA for review
7. Environmental Impacts must be defined, and Permitting Summary prepared for WFPO program requirements
 - Environmental Assessments – Reports from selected subconsultants for items noted above
 - Preliminary design quantities and draft plans
 - Coordination meeting
 - Permitting summary to FYRA
 - Initial coordination with IDNR, USACE
8. Provide comments on preliminary plans and quantities, related to WFPO requirements



9. Preliminary Design Plans (30% Construction Document Phase)

- Project types, quantities, and cost estimates to FYRA for inclusion into Plan (FYRA will provide unit costs for consistency across WFPO Plan projects)
- Preliminary design plans (30%)
- Any additional design details not already developed by FYRA (for example, stream structures not utilized by FYRA for other projects in the plan)

10. WFPO documentation

- Design documentation including designs, assumptions, overview of methodologies and site-specific information. Approximately 2-page length for each project site.
- Stability analysis calculations (if applicable) and supporting information and figures.
- APE figure
- Delineation figure
- Stream assessment summary

11. Potential additional coordination meetings dependent on NRCS comments, Consultant's final design schedule, and potentially permitting issues that may arise.



Scope Item II – Topographic and Boundary Survey

1. Topographic survey

- Survey to be limited to area shown in map included at the end of this Exhibit "A".
- The extent of the survey will be as necessary to establish the existing topography, and site utilities and fixtures. All work shall be done by or under the direct supervision of a Professional Land Surveyor licensed in the State of Iowa.
- Locate existing survey control points (if any) established within the project area. Existing control point with horizontal and or vertical datum information will be provided by the CLIENT. Establish additional control points (assume 5 total) within the project area, as necessary. The additional control points will be referenced to physical features.
- Locate a few boundary corner monuments; enough to establish approximate property lines. Not to be used for any land acquisitions.
- Locate existing topographic features within the project area. These items include buildings, trees, shrubs, landscaping, fences, retaining walls, signs, mailboxes, etc.
- Locate any driveways, sidewalks, and curb & gutter within the survey limits. The type of material that each of these items consists of shall be noted (e.g. concrete, asphalt, seal coat, gravel, etc.).
- Ground elevations will be taken at an appropriate spacing to establish critical ground elevations, break lines, slopes, grade transition locations, and drainage channels.
- Using the Iowa One Call system, request location flagging for all utilities. Public and private utility owners of record will be contacted to request current maps of facilities within the project area. The private utilities could include telephone, fiber-optics, electric, gas, cable television, etc. The public utility systems could include water mains and services, storm sewer systems, sanitary sewer systems, and fiber optic lines. Review maps provided by facility owners for consistency with field locates.
- Field survey the locations of private utilities and public utility systems that are visible, have been marked on the ground by the utility owner, This includes locating private utility appurtenances (e.g. telephone pedestals, power poles, guy wires, electric transformer boxes, cable television pedestals, light poles and luminaries, valves, utility accesses and vaults, etc.) and public utility appurtenances (e.g. fire hydrants, water valves, water service stop boxes, utility accesses, intakes, sanitary sewer cleanouts, fiber-optic junction boxes, etc.). Storm sewer and sanitary sewer utility accesses and storm sewer intakes shall be opened to measure the structure's dimensions (length, width, and depth); direction of flow and sizes of each pipe; the flow line elevations of each pipe; and to determine the types of structure and pipe materials. Excavating and potholing to expose buried utilities are not included in this Scope of Services.
- Provide a complete existing site base map in 2019 Civil 3D AutoCAD format with survey information and existing surface.
- A copy of the survey data shall be provided to the City.



Scope Item III – Design Development (60% Construction Document Phase)

1. River Restoration Toolbox Assessments
2. Use River Restoration Toolbox analysis to refine stream plan form and geometry of stabilization practices
3. Stakeholder Engagement Meeting #1 – Review Concept Plan with Neighbors. Show proposed location of practices, images of proposed stabilization techniques
4. Plan Set:
 - Cover Sheet
 - Placeholder for Bid Tab and Reference Note Sheets
 - Topo / Boundary Survey Sheets
 - Site Preparation Plan
 - Layout Plan
 - Grading and Utility Plan
 - Landscaping Plan
 - Placeholder for final SWPPP Plan Sheets
 - Preliminary Details
 - List of Required Specification Sections
5. Updated Engineer's Opinion of Probable Cost
6. Coordination meeting with IDNR, USACE to review updated design plans
7. Coordination with FYRA to make sure project is projected to meet WFPO requirements



ADDITIONAL SERVICES (Not currently included, but can be added through separate amendment):

Scope Item IV – Final Construction Documentation and Permitting Phase

1. Updated Final Plan Sets – Structured into Two Contracts (A) Major Site Work (B) Landscaping and Establishment

- Contract A
 - Cover Sheet
 - Bid Tab and Reference Note Sheets
 - Topo / Boundary Survey Sheets
 - Site Preparation Plan
 - Layout Plan
 - Grading and Utility Plan
 - Landscaping Plan
 - SWPPP Sheets
 - Detail Sheets
 - Project Manual
- Contract B
 - Cover Sheet
 - Bid Tab and Reference Note Sheets
 - Topo / Boundary Survey Sheets
 - Layout Plan (for reference only)
 - Landscaping Plan
 - SWPPP Sheets
 - Detail Sheets (primarily for reference only)
 - Project Manual



2. Stakeholder Engagement Meeting #2 – Review of Near Final Plans with Neighbors. Show details of proposed design. Discuss tree removals, access routes and review if any easements needed.
 - If easements are needed, need to add to scope through amendment to this agreement. Amendment to contract would include up to two meetings per property owner to discuss need for easement, preparing easement plat documents (by survey subconsultant), preparation of legal descriptions, delivery of support materials to City attorney for review, signature and recording.
 - Any negotiation of cost or legal acquisitions not included in this agreement.
3. Final pre permit submittal discussions with IDNR, USACE
4. Final permit applications prior to construction
 - Preparation of legal notices for NPDES Notice of Intent, application for coverage (includes fee to be paid as reimbursable expense)
 - Preparation of City COSESCO Permit
 - Preparation of IDNR / USACE Joint Permit Application
 - Coordination with regulatory agencies during review process
 - The scope of required floodplain modeling is not included, as the extent of such modeling is not known at this time. As the project develops, the need for such modeling will be discussed with IDNR Floodplain regulatory agency so that it can be completed prior to submitting joint permit application. The scope of such modeling can be covered by separate amendment to this agreement

Scope Item V – Bidding Phase

1. Define preferred method of plan distribution (with City input)
2. Post plans and specifications
3. Respond to Contractor Questions
4. Issue Addenda
5. Attend Bid Opening
6. Prepare Bid Tabulation Forms
7. Prepare Contract Forms for Contractor Signature

Scope Item VI – Construction Phase

Not included at this time but scope of work can be defined at a later date and included through separate amendment to this agreement.



Proposed Fees

1. Scope Item I:

• RDG Planning & Design – Preliminary Design (30%) Tasks and Project Management	\$ 49,500
• FYRA Engineering – WFPO Coordination	\$ 19,410
• EOR – Environmental Studies	\$ 14,705
Scope Item I Subtotal	\$ 83,615

2. Scope Item II:

• Nilles Associates – Topographic and Boundary Survey	\$ 70,000
Scope Item II Subtotal	\$ 70,000

3. Scope Item III:

• RDG Planning & Design – Design (60%) Tasks and Project Management	\$ 60,600
• FYRA Engineering – WFPO Coordination	\$ 7,155
Scope Item III Subtotal	\$ 67,755

Reimbursable Expenses	\$ 2,000
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- Printing, travel, permit fees (billed as incurred)

Project Totals	\$ 223,370
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Additional Services

(not included at this time, may be added through separate amendment)

4. Scope Item IV:

• RDG Planning & Design – Design Tasks, Permitting and Project Management	\$ 67,400
• FYRA Engineering – WFPO Coordination	\$ 7,155
Scope Item IV Subtotal	\$ 74,555

5. Scope Item V:

• RDG Planning & Design – Bidding Phase Tasks and Project Management	\$ 10,000
Scope Item V Subtotal	\$ 10,000



Effective January 1, 2022*

Standard Hourly Rate Schedule

Title	Rate/Hour
Principal	\$250.00
Principal	\$230.00
Principal Emeritus.....	\$250.00
Architect.....	\$160.00
Architect.....	\$130.00
Architect.....	\$115.00
Construction Administrator.....	\$175.00
Construction Administrator.....	\$145.00
Architectural Intern	\$130.00
Architectural Intern	\$120.00
Architectural Intern	\$110.00
Senior Architectural Staff.....	\$140.00
Architectural Technician	\$120.00
Architectural Technician	\$100.00
Urban Planner	\$135.00
Urban Planner	\$115.00
Urban Planner	\$95.00
Landscape Architect	\$185.00
Landscape Architect	\$165.00
Landscape Architect	\$155.00
Landscape Architect	\$135.00
Landscape Architect	\$130.00
Landscape Architect	\$115.00
Landscape Architectural Intern	\$100.00
Interior Designer.....	\$165.00
Interior Designer.....	\$135.00
Interior Designer.....	\$110.00
Interior Designer.....	\$90.00
Water Resource Engineer.....	\$210.00
Intern Water Resource Engineer	\$110.00
Lighting Designer	\$220.00
Lighting Designer	\$120.00
Engineering Technician	\$120.00
Artist.....	\$135.00
Artist.....	\$100.00
Artist.....	\$90.00
Multi Media – Graphic Designer.....	\$155.00
Multi Media – Graphic Designer.....	\$115.00
Multi Media – Graphic Designer.....	\$105.00
CGI and Video Specialist.....	\$130.00
Sustainability Strategist	\$150.00
Project Manager	\$165.00
Project Manager	\$120.00
Project Manager	\$95.00



Senior Project Manager	\$195.00
Studio Coordinator	\$95.00
Marketing Coordinator	\$135.00
Marketing Coordinator	\$110.00
Marketing Coordinator	\$90.00
Client Development Director	\$165.00
Digital Communications Manager	\$100.00
Communications Director	\$130.00
Administrative	\$105.00
Administrative	\$95.00
Administrative	\$90.00
Student Intern	\$70.00
Technology Director	\$230.00
Computation Designer	\$195.00

*Current hourly rates may be adjusted annually on January 1 of each year.



modified meeting protocol

Owner and Civil Engineer are dedicated and focused on protecting the safety of their employees and the public and following safe practices to slow the spread of the coronavirus (COVID-19) pandemic event. Owner and Civil Engineer acknowledge that the pandemic event has rendered certain obligations under the Agreement impossible and/or unsafe to perform. Therefore, while the present conditions exist and until otherwise mutually agreed in writing, Civil Engineer shall use commercially reasonable efforts to conduct all meetings virtually, via Zoom or other video program, instead of in-person.

City of Ankeny Insurance Requirements for Professional Services

1. _____ shall furnish a signed Certificate of Insurance to the City of Ankeny, Iowa for the coverage required in Exhibit A prior to commencing work and at the end of the project if the term of work is longer than 60 days. Providers presenting annual certificate shall present a Certificate at the end of each project with the final billing. Each Certificate shall be prepared on the most current ACORD form approved by the Iowa Department of Insurance or an equivalent. Each Certificate shall include a statement under Description of Operations as to why issued. Eg: Project # _____ or Lease of premises at _____ or construction of _____.
2. All policies of insurance required hereunder shall be with a carrier authorized to do business in Iowa and all carriers shall have a rating of A or better in the current A.M. Best's Rating Guide.
3. Each Certificate shall be furnished to the contracting department of the City of Ankeny.
4. Failure to provide minimum coverage shall not be deemed a waiver of these requirements by the City of Ankeny. Failure to obtain or maintain the required insurance shall be considered a material breach of this agreement.
5. Subcontractors and sub subcontractor performing work or service shall provide a Certificate of Insurance in accord with Exhibit A.
6. All required endorsements to various policies shall be attached to Certificate of Insurance.
7. Whenever a specific ISO form is listed, an equivalent form may be substituted subject to the provider identifying and listing in writing all deviations and exclusions that differ from the ISO form.
8. Provider shall be required to carry the minimum coverage / limits, or greater if required by law or other legal agreement, in Exhibit A.
9. Whenever an ISO form is referenced the current edition of the form must be used.
10. By requiring such insurance, the City of Ankeny shall not be deemed or construed to have assessed the risk that may be applicable to the Contractor its agents, representatives, employees, or sub-consultants under this Contract. The insurance requirements herein for this Contract in no way limit the indemnity covenants contained in the Contract.
11. The City of Ankeny in no way warrants that the limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, its agents, representatives, employees, or subcontractors. The Contractor shall assess its own risks and if it deems appropriate and/or prudent, maintain higher limits and/or broader coverages. The Contractor is not relieved of any liability or other obligations assumed or pursuant to the Contract by reason of its failure to obtain or maintain insurance in sufficient amounts, duration, or types.

Exhibit A

A) COMMERCIAL GENERAL LIABILITY

General Aggregate Limit	\$ 2,000,000
Products-Completed Operations Aggregate Limit	\$ 2,000,000
Personal and Advertising Injury Limit	\$ 1,000,000
Each Occurrence	\$ 1,000,000
Fire Damage Limit (any one occurrence)	\$ 50,000
Medical Payments	\$ 5,000

- a) Coverage shall be written on an occurrence, not claims made, form. All deviations from the standard ISO commercial general liability form CG 0001, or Business owners form BP 0002, shall be clearly identified.
- b) Include ISO endorsement form CG 25 04 "Designated Location(s) General Aggregate Limit" or CG 25 03 "Designated Construction Project (s) General Aggregate Limit" as appropriate.
- c) Include endorsement indicating that coverage is primary and non-contributory.
- d) Include endorsement to preserve Governmental Immunity. (Sample attached).
- e) Include an endorsement that deletes any fellow employee exclusion.
- f) Include additional insured endorsement for:
The City of Ankeny, including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board members, employees and volunteers. Use ISO form CG 2026.

B) AUTOMOBILE LIABILITY \$ 1,000,000 (Combined Single Limit)

C) WORKERS' COMPENSATION & EMPLOYERS LIABILITY

Statutory benefits covering all employees injured on the job by accident or disease as prescribed by Iowa Code Chapter 85 as amended.

Coverage A	Statutory – State of Iowa
Coverage B	Employers Liability

Each Accident	\$500,000
Each Employee-Disease	\$500,000
Policy Limit-Disease	\$500,000

Policy shall include an endorsement providing a waiver of subrogation to the City of Ankeny. Coverage B limits shall be greater if required by Umbrella Carrier.

D) UMBRELLA LIABILITY \$ 2,000,000

Umbrella liability coverage must be at least following form with the underlying policies included herein.

E) PROFESSIONAL LIABILITY

\$ 2,000,000

- The Contractor shall maintain Errors and Omissions Liability covering negligent acts, errors and/or omissions, including design errors of the Contractor for damage sustained by reason of or in the course of operations under this Contract. ~~The policy/coverages shall be amended to include the following:~~

~~Amendment of any Contractual Liability Exclusion to state: "This exclusion does not apply to any liability of others which you assume under a written contract provided such liability is caused by your negligent acts."~~

- In the event that any professional liability insurance required by this Contract is written on a claims-made basis, Contractor warrants that any retroactive date under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of three (3) years beginning at the time work under this Contract is completed.
- Policy shall contain a waiver of subrogation against the City of Ankeny.

F) CONTRACTOR'S ENVIRONMENTAL LIABILITY

\$ 2,000,000

- Applicable if Professional Services performed includes Environmental activities included but not limited to: use or application of hazardous materials, environmental testing, monitoring, assessment or cleanup, transportation of hazardous materials, pesticide spraying and certain recycling and waste reduction activities.

Preservation of Governmental Immunities Endorsement

1. Nonwaiver of Governmental Immunity. The insurance carrier expressly agrees and states that the purchase of this policy and the including of the City of Ankeny, Iowa as an Additional Insured does not waive any of the defenses of governmental immunity available to the City of Ankeny, Iowa under Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.
2. Claims Coverage. The insurance carrier further agrees that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time. Those claims not subject to Code of Iowa Section 670.4 shall be covered by the terms and conditions of this insurance policy.
3. Assertion of Governmental Immunity. The City of Ankeny, Iowa shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurance carrier.
4. Non-Denial of Coverage. The insurance carrier shall not deny coverage under this policy and the insurance carrier shall not deny any of the rights and benefits accruing to the City of Ankeny, Iowa under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the City of Ankeny, Iowa.
5. No Other Change in Policy. The above preservation of governmental immunities shall not otherwise change or alter the coverage available under this policy.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #8 in the amount of \$575,007.70 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.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #8

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: August 5, 2024 Payment Application #: 8

Payment Period: From: June 6, 2024 Through: July 25, 2024

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:	\$	2,872,386.45	
Retainage: % of Completed Work:	\$	30,000.00	(3% up to \$30,000 maximum)
Total Earned Less Retainage:	\$	2,842,386.45	
Less Previous Applications for Payment:	\$	2,267,378.76	
SUBTOTAL:	\$	575,007.70	
OTHER CHARGES:	\$	-	
CURRENT PAYMENT DUE:	\$	575,007.70	
Balance to Finish, Including Retainage:	\$	3,557,845.35	

Contract Time Remaining: 104.00 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

Firm Name

Signature

Date 7/29/2024

Engineer / Consultant Approval:

HR Green, Inc.

Firm Name

Signature Tony Babcock

Digitally signed by Tony Babcock
DN: C=US, E=tbabcock@hrgreen.com, O="HR Green, Inc.", CN=Tony Babcock
Location: Oralabor & State - Ankeny
Reason: Pay App 8
Date: 2024.07.29 09:34:44 -0500

7/29/2024

Date

City of Ankeny Staff Approval:

Signature

Date 7/29/2024

Submit to: Jim Haberichter

E-mail: jhaberichter@ankenyiowa.gov

Phone Number: 515-963-3536

Date Printed: 7/29/2024

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
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 2,267,378.76

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
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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:	14.0
Working Days Remaining:	116.0

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

ITEM NO.	ITEM ID	DESCRIPTION (Include Change Order # if Applicable)	Supplemental Description	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
10	2101-0850001	CLEARING AND GRUBBING		ACRE	0.35		0.35	\$ 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		CY	261.00		261.00	\$ 9.00	\$ 2,349.00	169.00	\$ 1,521.00	66.00	235.00	\$ 2,115.00	26.00	90.04%
30	2102-2710080	EXCAVATION, CLASS 10, WASTE		CY	8,124.00	96.00	8,220.00	\$ 23.50	\$ 193,170.00	3,843.00	\$ 90,310.50	3,955.00	7,398.00	\$ 173,853.00	82.00	90.00%
40	2109-4225100	SPECIAL COMPACTION OF SUBGRADE		STA	21.50		21.50	\$ 485.00	\$ 10,427.50	3.96	\$ 1,840.94	17.54	21.50	\$ 9,997.50	0.00	100.00%
50	2115-0100000	MODIFIED SUBBASE		CY	984.00	96.00	1,080.00	\$ 78.00	\$ 84,240.00	358.02	\$ 27,972.36	641.38	1,000.00	\$ 78,000.00	50.00	95.24%
60	2121-2425010	GRANULAR SHOULDERS, TYPE A		TON	179.80		179.80	\$ 50.00	\$ 8,990.00	42.00	\$ 2,100.00	101.74	143.74	\$ 7,187.00	36.06	79.94%
70	2123-3100007	PAVED SHOULDER P.C. CONCRETE, 7 IN.		SY	337.30		337.30	\$ 74.00	\$ 24,960.20	333.30	\$ 24,684.20	0.00	333.30	\$ 24,684.20	4.00	98.81%
80	2123-3450000	SHOULDER CONSTRUCTION, EARTH		STA	13.90		13.90	\$ 325.00	\$ 4,507.50	0.00	\$ -	0.00	0.00	\$ -	13.90	0.00%
90	2123-3450020	SHOULDER FINISHING, EARTH		STA	5.20		5.20	\$ 335.00	\$ 1,746.00	0.00	\$ -	0.00	0.00	\$ -	5.20	0.00%
100	2301-1030100	MEDIAN, P.C. CONCRETE, 8 IN.		SY	6,721.50		6,721.50	\$ 120.00	\$ 806,580.00	1,000.00	\$ 120,000.00	3,299.40	4,299.40	\$ 515,928.00	2,422.10	63.96%
110	2301-4870300	REMOVAL OF CONCRETE FOOTINGS OF LIGHT POLES		EA	885.20		885.20	\$ 130.00	\$ 115,076.00	0.00	\$ -	188.70	188.70	\$ 14,152.50	696.50	21.32%
120	2401-6743500	REMOVAL OF LIGHT POLES		EA	8.00		8.00	\$ 800.00	\$ 6,400.00	0.00	\$ -	6.00	6.00	\$ 3,600.00	2.00	75.00%
130	2401-6743700	REMOVAL OF LIGHT POLES		EA	7.00		7.00	\$ 810.00	\$ 5,670.00	0.00	\$ -	6.00	6.00	\$ 3,600.00	1.00	85.71%
140	2403-4250000	INTAKE, SY-563		EA	2.00		2.00	\$ 7,300.00	\$ 14,600.00	0.00	\$ -	2.00	2.00	\$ 14,600.00	0.00	100.00%
150	2435-0007100	INTAKE, SY-511		EA	1.00		1.00	\$ 4,250.00	\$ 4,250.00	0.00	\$ -	1.00	1.00	\$ 4,250.00	0.00	100.00%
160	2435-0007120	INTAKE ADJUSTMENT, MAJOR		EA	1.00		1.00	\$ 4,375.00	\$ 4,375.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
170	2435-0007120	CONNECTION TO EXISTING INTAKE		EA	1.00		1.00	\$ 4,375.00	\$ 4,375.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
180	2502-4743952	REMOVAL OF SUBDRAIN		LF	1,400.00		1,400.00	\$ 5.00	\$ 7,000.00	770.00	\$ 3,850.00	562.00	1,322.00	\$ 6,610.00	78.00	94.43%
190	2502-4743952	SUBDRAIN, P.V.C. STANDARD, PERFORATED, 8 IN.		LF	1,441.40		1,441.40	\$ 34.00	\$ 49,007.60	770.00	\$ 26,180.00	562.00	1,322.00	\$ 44,971.60	118.70	91.76%
200	2502-4743952	SUBDRAIN, P.V.C. STANDARD, PERFORATED, 8 IN.		EA	328.80		328.80	\$ 13.00	\$ 4,274.40	0.00	\$ -	2.00	2.00	\$ 1,775.00	3.00	33.33%
210	2502-4743952	SUBDRAIN, P.V.C. STANDARD, PERFORATED, 8 IN.		EA	3.00		3.00	\$ 1,775.00	\$ 5,325.00	0.00	\$ -	1.00	3.00	\$ 5,325.00	0.00	100.00%
220	2502-4743952	SUBDRAIN, P.V.C. STANDARD, PERFORATED, 8 IN.		EA	2.00		2.00	\$ 475.00	\$ 950.00	0.00	\$ -	28.00	30.00	\$ 14,250.00	0.00	100.00%
230	2502-4743952	SUBDRAIN, P.V.C. STANDARD, PERFORATED, 8 IN.		LF	26.00		26.00	\$ 105.00	\$ 2,730.00	0.00	\$ -	16.00	16.00	\$ 1,600.00	0.00	100.00%
240	2503-0114272	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 30 IN.		LF	16.00		16.00	\$ 125.00	\$ 2,000.00	0.00	\$ -	0.00	0.00	\$ -	16.00	0.00%
250	2503-0200036	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%
260	2507-3250005	ENGINEERING FABRIC		SY	25.00		25.00	\$ 11.00	\$ 275.00	0.00	\$ -	0.00	0.00	\$ -	25.00	0.00%
270	2507-3250005	ENGINEERING FABRIC		TON	17.30		17.30	\$ 98.00	\$ 1,695.40	0.00	\$ -	0.00	0.00	\$ -	17.30	0.00%
280	2507-3250005	ENGINEERING FABRIC		EA	4,040.70		4,040.70	\$ 14.00	\$ 56,569.80	1,953.90	\$ 27,354.60	108.00	2,997.60	\$ 41,466.60	1,073.80	73.30%
290	2510-6743500	REMOVAL OF INTAKES AND UTILITY ACCESSSES		EA	2.00		2.00	\$ 1,850.00	\$ 3,700.00	0.00	\$ -	2.00	2.00	\$ 3,700.00	0.00	100.00%
300	2511-6743500	REMOVAL OF SIDEWALK		SY	328.80		328.80	\$ 13.00	\$ 4,274.40	0.00	\$ -	388.80	388.80	\$ 5,067.40	61.00	18.35%
310	2511-6743500	REMOVAL OF SIDEWALK		SY	206.40		206.40	\$ 50.00	\$ 10,320.00	0.00	\$ -	276.80	276.80	\$ 16,331.20	70.40	134.11%
320	2511-6743500	REMOVAL OF SIDEWALK		SY	16.50		16.50	\$ 65.00	\$ 1,072.50	0.00	\$ -	81.10	81.10	\$ 5,271.50	64.60	491.52%
330	2511-6743500	REMOVAL OF SIDEWALK		SY	91.90		91.90	\$ 86.00	\$ 7,903.40	0.00	\$ -	19.50	19.50	\$ 1,677.00	72.40	21.22%
340	2511-6743500	REMOVAL OF SIDEWALK		SY	155.00		155.00	\$ 69.00	\$ 10,695.00	0.00	\$ -	98.00	98.00	\$ 6,762.00	57.00	63.23%
350	2515-2427007	DRIVEWAY, P.C. CONCRETE, 7 IN.		SY	315.80		315.80	\$ 73.00	\$ 23,053.40	0.00	\$ -	315.80	315.80	\$ 23,053.40	0.00	100.00%
360	2515-2427007	DRIVEWAY, P.C. CONCRETE, 7 IN.		EA	398.10		398.10	\$ 13.00	\$ 5,175.30	0.00	\$ -	398.10	398.10	\$ 5,175.30	0.00	100.00%
370	2524-4760010	REMOVAL OF PAVED DRIVEWAY		EA	19.00		19.00	\$ 400.00	\$ 7,600.00	0.00	\$ -	0.40	0.40	\$ 230,000.00	0.60	40.00%
380	2524-4760010	REMOVAL OF PAVED DRIVEWAY		EA	1.00		1.00	\$ 30,000.00	\$ 30,000.00	0.00	\$ -	1.00	1.00	\$ 30,000.00	0.00	100.00%
390	2525-0000120	REMOVAL OF TRAFFIC SIGNALIZATION		LS	1.00		1.00	\$ 30,000.00	\$ 30,000.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
400	2527-5263005	RAISED PAVEMENT MARKERS		EA	67.00		67.00	\$ 9.50	\$ 636.50	0.00	\$ -	0.00	0.00	\$ -	67.00	0.00%
410	2527-5263117	PAINTED PAVEMENT MARKINGS, DURABLE		STA	117.23		117.23	\$ 200.00	\$ 23,446.00	0.00	\$ -	0.00	0.00	\$ -	117.23	0.00%
420	2527-5263143	PAINTED SYMBOLS AND LEGENDS, DURABLE		EA	38.00		38.00	\$ 175.00	\$ 6,650.00	0.00	\$ -	0.00	0.00	\$ -	38.00	0.00%
430	2527-5263180	PAINTED SYMBOLS AND LEGENDS, DURABLE		EA	52.00		52.00	\$ 125.00	\$ 6,500.00	0.00	\$ -	0.00	0.00	\$ -	52.00	0.00%
440	2527-5263190	PAINTED SYMBOLS AND LEGENDS, DURABLE		EA	5.00		5.00	\$ 175.00	\$ 875.00	0.00	\$ -	0.00	0.00	\$ -	5.00	0.00%
450	2527-5263190	PAINTED SYMBOLS AND LEGENDS, DURABLE		EA	117.23		117.23	\$ 200.00	\$ 23,446.00	0.00	\$ -	0.00	0.00	\$ -	117.23	0.00%
460	2527-5263190	PAINTED SYMBOLS AND LEGENDS, DURABLE		EA	38.00		38.00	\$ 175.00	\$ 6,650.00	0.00	\$ -	0.00	0.00	\$ -	38.00	0.00%
470	2528-3518000	SAFETY CLOSURE		EA	5.00		5.00	\$ 225.00	\$ 1,125.00	0.00	\$ -	0.00	0.00	\$ -	5.00	0.00%
480	2528-3518000	SAFETY CLOSURE		EA	1.00		1.00	\$ 59,500.00	\$ 59,500.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
490	2528-3518000	SAFETY CLOSURE		LS	1.00		1.00	\$ 39,000.00	\$ 39,000.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
500	2528-3518000	SAFETY CLOSURE		CDAY	20.00		20.00	\$ 100.00	\$ 2,000.00	0.00	\$ -	38.00	38.00	\$ 3,800.00	0.40	60.00%
510	2533-0900005	PORTABLE DYNAMIC MESSAGE SIGN (PDMS)		LS	1.00		1.00	\$ 275,000.00	\$ 275,000.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
520	2601-2634105	MULCHING, BONDED FIBER MATRIX		ACRE	2.50		2.50	\$ 4,250.00	\$ 10,625.00	0.00	\$ -	1.59	2.16	\$ 9,180.00	0.34	86.40%
530	2601-2634105	MULCHING, BONDED FIBER MATRIX		ACRE	1.20		1.20	\$ 2,450.00	\$ 2,940.00	0.00	\$ -	1.59	1.59	\$ 3,895.50	0.39	132.50%
540	2601-2634120	STABILIZING CROP - SEEDING AND FERTILIZING (URBAN)		ACRE	1.20		1.20	\$ 2,300.00	\$ 2,760.00	0.00	\$ -	0.00	0.00	\$ -	1.20	0.00%
550	2602-0000020	SILT FENCE		LF	1,600.00		1,600.00	\$ 1.65	\$ 2,640.00	0.00	\$ -	0.00	0.00	\$ -	1,600.00	0.00%
560	2602-0000020	SILT FENCE		LF	160.00		160.00	\$ 0.05	\$ 8.00	0.00	\$ -	0.00	0.00	\$ -	160.00	0.00%
570	2602-0000020	SILT FENCE		LF	1,120.00		1,120.00	\$ 3.70	\$ 4,144.00	160.00	\$ 592.00	420.00	580.00	\$ 2,164.50	535.00	52.23%
580	2602-0000020	SILT FENCE		LF	1,120.00		1,120.00	\$ 0.25	\$ 280.00	0.00	\$ -	0.00	0.00	\$ -	1,120.00	0.00%
590	2602-0000020	SILT FENCE		EA	3.00		3.00	\$ 210.00	\$ 630.00	0.00	\$ -	0.00	0.00	\$ -	3.00	0.00%
600	2602-0000020	SILT FENCE		EA	3.00		3.00	\$ 5.00	\$ 15.00	0.00	\$ -	0.00	0.00	\$ -	3.00	0.00%
610	2602-0000020	SILT FENCE		EA	3.00		3.00	\$ 1.00	\$ 3.00	0.00	\$ -	0.00	0.00	\$ -	3.00	0.00%
620	2602-0000020	SILT FENCE		EA	10.00		10.00	\$ 500.00	\$ 5,000.00	0.00	\$ -	2.00	2.00	\$ 1,000.00	8.00	20.00%
630	2602-0000020	SILT FENCE		EA	1,700.00		1,700.00	\$ 12.00	\$ 20,400.00	0.00	\$ -	40.00	40.00	\$ 480.00	1,660.00	2.35%
640	2602-0000020	SILT FENCE		EA	100.00		100.00	\$ 50.00	\$ 5,000.00	0.00	\$ -	0.00	0.00	\$ -	100.00	0.00%
650	2602-0000020	SILT FENCE		EA	15.80		15.80	\$ 52.00	\$ 821.60	0.00	\$ -	0.00	0.00	\$ -	15.80	0.00%
660	2602-0000020	SILT FENCE		EA	458.20		458.20	\$ 180.00	\$ 82,476.00	0.00	\$ -	0.00	0.00	\$ -	458.20	0.00%
670	2602-0000020	SILT FENCE		SY	2,535.60		2,535.60	\$ 55.00	\$ 139,458.00	3,498.00	\$ 192,280.00	325.60	3,821.60	\$ 210,188.00	1,296.00	150.72%
680	2602-0000020	SILT FENCE		LS	1.00		1.00	\$ 2,300.00	\$ 2,300.00	0.00	\$ -	0.00	0.00	\$ -	1.00	0.00%
690	2602-0000020	SILT FENCE		CY	761.00		761.00	\$ 70.00	\$ 53,270.00	0.00	\$ -	0.00	0.00	\$ -	761.00	0.00%
700	2602-0000020	SILT FENCE		CY	133.00		133.00	\$ 100.00	\$ 13,300.00	0.00	\$ -	0.00	0.00	\$ -	133.00	0.00%
710	2602-0000020	SILT FENCE		CY	1,723.00		1,723.00	\$ 3.00	\$ 5,169.00	0.00	\$ -	0.00	0.00	\$ -	1,723.00	0.00%
720	2602-0000020	SILT FENCE		CY	3,497.00		3,497.00	\$ 25.00	\$ 87,425.0							

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

[illegible]

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

COMPLETED = \$ 2,872,380.45

Order ref: 7292924



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:

Consider motion to approve Payment #5 in the amount of \$1,650.00 to DIXON Engineering, Inc., for engineering services on the Magazine Ground Storage Reservoir Rehabilitation project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #5

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Magazine Ground Storage Reservoir Rehabilitation Project
Contractor: DIXON ENGINEERING, INC
Address: 1104 Third Ave, Lake Odessa, MI 48849
Finance Budget Code: 612.3612.4210 **Finance Project #** 612.4210
Vendor Project or Invoice #: 24-0641 **PO #**
Original Contract Date: **Vendor #** 9477

Date of Council Meeting: August 5th, 2024 **PAYMENT REQUEST #** 5
PAYMENT PERIOD: From: June 1, 2024 Through: June 30, 2024

Contract Summary

Original Contract Amount:	\$	8,175.00	
Net change by Change Orders:	\$	51,395.00	
Contract Amount to Date: (line 1 ± 2)	\$	59,570.00	
Total completed and stored to date:	\$	36,175.00	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	36,175.00	
Less previous applications for payment:	\$	34,525.00	
SUBTOTAL	\$	1,650.00	

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 1,650.00

Balance to finish, including retainage: \$ 23,395.00

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: DIXON ENGINEERING, INC
Firm Name

Signature Date

Engineer / Consultant Approval: Dixon Engineering, Inc.
Firm Name

Signature Date

City of Ankeny Staff Approval:
Signature Date 7-16-24

Submit to: Donald Clark, P.E. - Director of Municipal Utilities
E-mail: dclark@ankenyiowa.gov **Phone:** 515-963-3529 **Fax:** 515-963-3535

Date Printed: 7/15/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

No.	Date	Amount
1	January 9, 2024	\$ 7,175.00
2	March 7, 2024	\$ 1,000.00
3	May 30, 2024	\$ 18,245.00
4	June 14, 2024	\$ 8,105.00
5	July 15, 2024	\$ 1,650.00
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Previous Applications for Payment

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Record of Change Orders

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TOTAL \$ 36,175.00

TOTAL \$ -

Please update Payment Application Sheet

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: -

DIXON ENGINEERING, INC.

1104 Third Avenue, Lake Odessa, MI 48849 • Tel: 616-374-3221 • Fax: 616-374-7116

City of Ankeny
410 W First St
Ankeny, IA 50023
Attn: Don Clark

Invoice number 24-0641
Date 07/15/2024
Project IA2023TSW-5693 ANKENY IA

Description	Contract Amount	Prior Billed	Current Billed
1,000,000 Gallon Reservoir - (Magazine Rd) #15 77 03 03			
Technical Specifications & Contract Documents	7,175.00	7,175.00	0.00
Bid Services	1,000.00	1,000.00	0.00
Project Administration	5,000.00	5,000.00	0.00
Pre-construction Meeting	1,550.00	1,550.00	0.00
Weld Services	3,300.00	3,300.00	0.00
Critical Phase Services	32,670.00	14,850.00	0.00
Cathodic Installation	1,650.00	0.00	1,650.00
Finalization Site Review	3,300.00	1,650.00	0.00
Warranty Observation	3,925.00	0.00	0.00
Subtotal	59,570.00	34,525.00	1,650.00
Total	59,570.00	34,525.00	1,650.00

Invoice total 1,650.00

PLEASE MAKE PAYMENT TO OUR CORPORATE OFFICE: DIXON ENGINEERING, INC., 1104 THIRD AVENUE, LAKE ODESSA MI 48849

ALL INVOICES DUE NET 30

PAYMENT BY CREDIT CARD --- PLEASE VISIT OUR WEB SITE AT --- www.dixonengineering.net/invoice-payment/.

Enter the password: InvoiceAcce\$\$



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #2 in the amount of \$84,823.16 to Foth Infrastructure and Environment, LLC for engineering services on the West First Street Widening and Improvements - Phase 2 project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #2

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: August 5, 2024 Payment Application #: 2

Payment Period: From: May 1, 2024 Through: May 31, 2024

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:	\$	135,826.52	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	135,826.52	
Less Previous Applications for Payment:	\$	51,003.36	
SUBTOTAL:	\$		84,823.16

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 84,823.16

Balance to Finish, Including Retainage: \$ 610,863.48

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: cn=US, email=Bradley.Hopkey@foth.com, ou=Foth Infrastructure & Environment, LLC, OU=Infrastructure Division,
cn=Bradley D. Hopkey
Reason: I am approving this document
Date: 2024.07.10 08:18:13-0500

7/10/2024

Signature

Date

City of Ankeny Staff Approval:

7/26/2024

Date

Submit to: Jim Haberichter, P.E. - Civil Engineer II

E-mail: JHaberichter@Ankenylowa.gov

Phone Number: 515-963-3536

Date Printed: 7/10/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	June 17, 2024	\$ 51,003.36
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Previous Applications for Payment:

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PREVIOUS PAY APPS TOTAL = \$ 51,003.36

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

June 28, 2024

Project No: 0024A002.00

Invoice No: 90855

City of Ankeny
410 W First St.
Ankeny, IA 50023

Invoice Total	USD 84,823.16
----------------------	----------------------

Project 0024A002.00 West First St Widening and Improvements - Phase 2

Professional Services through May 31, 2024**Professional Personnel**

	Hours	Rate	Amount
Project Manager II	5.50	208.00	1,144.00
Project Engineer V	63.00	224.00	14,112.00
Project Engineer I	40.50	159.00	6,439.50
Staff Engineer II	76.00	142.00	10,792.00
Staff Engineer I	27.00	131.00	3,537.00
Technician IX	24.00	181.00	4,344.00
Technician VIII	44.50	171.00	7,609.50
Technician VII	33.00	160.00	5,280.00
Technician VI	73.90	150.00	11,085.00
Technician V	44.00	140.00	6,160.00
Technician IV	27.50	129.00	3,547.50
Technician II	63.50	109.00	6,921.50
Construction Manager III	1.50	188.00	282.00
Project Administrator II	1.50	106.00	159.00
Totals	525.40		81,413.00
Total Labor			81,413.00

Expenses**3,410.16****Billing Limits**

	Current	Prior	To-Date
Total Billings	84,823.16	51,003.36	135,826.52
Limit			746,690.00
Remaining			610,863.48

Total This Invoice	USD 84,823.16
---------------------------	----------------------



Summary of Services Report - Project Code: 971.4210

Project Title: West First Street Widening and Improvements – Phase 2

Period: May 1, 2024, to May 31, 2024

Work Completed:

Progress on the project within the report period involved the following work tasks:

- Project coordination and project management.
- Utility coordination continues. Field locates requested through the One Call system.
- Terra Tech performed field surveys and provided structure information for the four existing vaults within project limits.
- Preliminary analysis of existing drainage system started.
- Mobile LiDAR scan data extracted & initial base maps started.
- Field survey work continues.
- Observations completed at Ankeny Christian Academy.
- Traffic analysis nearly complete. Draft memo started.
- Development of project design criteria.

Work Scheduled:

The following work tasks will be completed in June of 2024:

- Continue design development coordination and project management.
- Continue coordination with utility companies.
- Completion of survey base mapping.
- Complete preliminary analysis of existing drainage system.
- Continue development of traffic memo.

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

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #3 in the amount of \$55,852.40 to Gus Construction, for construction services on the NE 62nd St. Box Culvert project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #3

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NE 62nd St. Box Culvert Construction
Contractor: Gus Construction
Address: 606 McPherson Street, Casey, Iowa 50048
Finance Budget Code: 11 Digit Number Finance Project #: 7 Digit Number
Vendor Project #: - Purchase Order #:
Original Contract Date: April 1, 2024 Vendor Account #: 11390

Date of Council Meeting: August 5, 2024 Payment Application #: 3

Payment Period: From: June 29, 2024 Through: July 23, 2024

Contract Summary:

Original Contract Amount:	\$	465,519.57	
Net Change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	465,519.57	
Total Completed and Stored to Date:	\$	420,629.12	
Retainage: <u>5</u> % of Completed Work:	\$	21,031.46	
Total Earned Less Retainage:	\$	399,597.66	
Less Previous Applications for Payment:	\$	343,745.26	
SUBTOTAL:	\$		55,852.40

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 55,852.40

Balance to Finish, Including Retainage: \$ 65,921.91

Contract Time Remaining (Substantial): - Working Days

Contract Time Remaining (Full): 17.0 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: Gus Construction

Signature: [Signature] Firm Name: Gus Construction Date: 7/26/24

Engineer / Consultant Approval: Kirkham Michael & Associates

Signature: [Signature] Firm Name: Kirkham Michael & Associates Date: 7/29/24

City of Ankeny Staff Approval:

Signature: [Signature] Date:

Submit to: Don Clark, P.E., Director of Municipal Utilities
E-mail: dclark@Ankenylowa.gov Phone Number: (515) 963-3529

Date Printed: 7/25/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	June 17, 2024	\$ 37,106.62
2	July 15, 2024	\$ 306,638.64
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Previous Applications for Payment:

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PREVIOUS PAY APPS TOTAL = \$ 343,745.26

Record of Change Orders:

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CHANGE ORDER TOTAL = \$.

Contract Time Remaining:

Contract Period:	Working Days
Construction Start Date:	May 6, 2024

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:	65.0
Added by Change Order:	0.0
Total Working Days:	65.0
Working Days Used to Date:	32.0
Working Days Remaining:	33.0

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

ITEM NO.	DESCRIPTION (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
	EARTHWORK													
2.01	CLEARING AND GRUBBING	LS	1.00		1.00	\$ 500.00	\$ 500.00	0.00	\$ -	1.00	1.00	\$ 500.00	0.00	100.00%
2.02	EXCAVATION, CLASS 10 (ON-SITE)	CY	100.00		100.00	\$ 5.00	\$ 500.00	0.00	\$ -	0.00	0.00	\$ -	100.00	0.00%
	TRENCH EXCAVATION AND BACKFILL													
	SEWERS AND DRAINS													
	WATER MAINS AND APPURTENANCES													
	STRUCTURES FOR SANITARY AND STORM SEWERS													
	STREETS AND RELATED WORK													
	TRAFFIC CONTROL													
	SITE WORK AND LANDSCAPING													
9.01	CONVENTIONAL SEEDING, FERT AND MULCH, T2	AC	1.90		1.90	\$ 1,500.00	\$ 2,850.00	0.00	\$ -	0.00	0.00	\$ -	1.90	0.00%
9.02	WATTLES	LF	500.00		500.00	\$ 2.00	\$ 1,000.00	0.00	\$ -	792.00	792.00	\$ 1,584.00	(292.00)	158.40%
9.03	WATTLES, REMOVAL OF DEVICE	LF	500.00		500.00	\$ 0.10	\$ 50.00	0.00	\$ -	0.00	0.00	\$ -	500.00	0.00%
9.04	SILT FENCE	LF	1,300.00		1,300.00	\$ 1.75	\$ 2,275.00	0.00	\$ -	500.00	500.00	\$ 875.00	800.00	38.46%
9.05	SILT FENCE, REMOVAL OF DEVICE	LF	1,300.00		1,300.00	\$ 0.10	\$ 130.00	0.00	\$ -	0.00	0.00	\$ -	1,300.00	0.00%
9.06	STABILIZED CONSTRUCTION ENTRANCE	TON	50.00		50.00	\$ 40.00	\$ 2,000.00	0.00	\$ -	68.57	68.57	\$ 2,742.80	(18.57)	137.14%
9.07	EROSION CONTROL AND MULCHING, HYDROMULCHING, BFM	AC	1.90		1.90	\$ 3,500.00	\$ 6,650.00	0.00	\$ -	0.14	0.14	\$ 490.00	1.76	7.37%
	DEMOLITION													
	MISCELLANEOUS													
11.01	MOBILIZATION	LS	1.0		1.00	\$ 7,000.00	\$ 7,000.00	0.50	\$ 3,500.00	0.50	1.00	\$ 7,000.00	0.00	100.00%
11.02	CONCRETE WASHOUT	LS	1.0		1.00	\$ 1,200.00	\$ 1,200.00	0.25	\$ 300.00	0.75	1.00	\$ 1,200.00	0.00	100.00%
	OTHER													
12.01	SPECIAL BACKFILL	CY	200.00		200.00	\$ 65.00	\$ 13,000.00	0.00	\$ -	200.00	200.00	\$ 13,000.00	0.00	100.00%
12.02	EXCAVATION, CLASS 10, CHANNEL	CY	475.00		475.00	\$ 6.00	\$ 2,850.00	0.00	\$ -	0.00	0.00	\$ -	475.00	0.00%
12.03	COMPACTING BACKFILL ADJACENT TO BRIDGES, CULVERTS OR STRUCTURES	CY	310.00		310.00	\$ 12.00	\$ 3,720.00	250.00	\$ 3,000.00	0.00	250.00	\$ 3,000.00	60.00	80.65%
12.04	COMPACTION WITH MOISTURE CONTROL	CY	1,240.00		1,240.00	\$ 2.00	\$ 2,480.00	1,100.00	\$ 2,200.00	1.00	1,100.00	\$ 2,200.00	140.00	88.71%
12.05	REMOVAL OF EXISTING STRUCTURES	LS	1.00		1.00	\$ 2,100.00	\$ 2,100.00	0.00	\$ -	1.00	1.00	\$ 2,100.00	0.00	100.00%
12.06	FLOODED BACKFILL	CY	55.00		55.00	\$ 50.00	\$ 2,750.00	55.00	\$ 2,750.00	0.00	55.00	\$ 2,750.00	0.00	100.00%
12.07	EXCAVATION, CLASS 20	CY	2,232.00		2,232.00	\$ 7.80	\$ 17,409.60	0.00	\$ -	2,232.00	2,232.00	\$ 17,409.60	0.00	100.00%
12.08	STRUCTURAL CONCRETE (RCB CULVERT)	CY	596.00		596.00	\$ 440.00	\$ 262,240.00	90.00	\$ 39,600.00	506.00	596.00	\$ 262,240.00	0.00	100.00%
12.09	REINFORCING STEEL	LB	89,366.00		89,366.00	\$ 1.12	\$ 100,089.92	5,910.00	\$ 6,619.20	83,456.00	89,366.00	\$ 100,089.92	0.00	100.00%
12.10	TEMPORARY STREAM DIVERSION	EACH	1.00		1.00	\$ 3,500.00	\$ 3,500.00	0.00	\$ -	0.75	0.75	\$ 2,625.00	0.25	75.00%
12.11	SUBDRAN, PERFORATED PLASTIC PIPE, 4 IN. DIA.	LF	374.00		374.00	\$ 2.20	\$ 822.80	374.00	\$ 822.80	0.00	374.00	\$ 822.80	0.00	100.00%
12.12	ENGINEERING FABRIC	SY	480.00		480.00	\$ 2.90	\$ 1,392.00	0.00	\$ -	0.00	0.00	\$ -	480.00	0.00%
12.13	REVTMENT, CLASS D	TON	341.00		341.00	\$ 49.00	\$ 16,709.00	0.00	\$ -	0.00	0.00	\$ -	341.00	0.00%
12.14	FENCE, CHAIN LINK, VINYL COATED	LF	132.30		132.30	\$ 92.98	\$ 12,301.25	0.00	\$ -	0.00	0.00	\$ -	132.30	0.00%

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

CONTRACT = \$ 465,519.57 PAY PERIOD = \$ 58,792.00

COMPLETED = \$ 420,629.12

90.36%



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #17 in the amount of \$36,420.46 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #17

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: Aug 5th, 2024 **PAYMENT REQUEST #** 17
PAYMENT PERIOD: From: March 31, 2024 Through: May 4, 2024

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:	\$	539,745.40	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	539,745.40	
Less previous applications for payment:	\$	503,324.94	
SUBTOTAL	\$	36,420.46	

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 36,420.46

Balance to finish, including retainage: \$ 451,041.60

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.

Rob Baker

Digitally signed by Rob Baker
DN: C=US, E=rob.baker@hdrinc.com,
O=HDR, OU=HDR, CN=Rob Baker
Date: 2024.05.14 09:15:03-05'00'

Signature

Date

City of Ankeny Staff Approval:

Donald Clark

Signature

Date

7-15-24

Submit to:

Don Clark, P.E.

E-mail:

DClark@Ankenylowa.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
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Previous Applications for Payment

No.	Date	Amount
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Record of Change Orders

No.	Date	Amount
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 \$ 503,324.94



Monthly Progress Report

Date: Tuesday, May 14, 2024

Project: Ankeny NW Irvinedale Elevated Storage Tank

To: Don Clark, P.E.

From: Rob Baker, P.E.

Subject: Monthly Progress Report for April 2024

Activities of the Previous Months

Overall Design – 100% Completed

- Final modeling report was submitted to City. This deliverable is considered complete.

Construction Administration

- Reviewed submittals and RFIs.
- Review of contractor's monthly partial pay application.
- Attended progress meeting via video conference and provided meeting minutes.
- Davis-Bacon payroll reviews
- AIS compliance certificate reviews
- HDR is working with replacement contractor PM after original PM departed CBI

Construction Observation

- Sitework and foundation work continues. HDR's RPR has made regular site visits on a part-time basis and documented observations in field reports.

Construction Survey (Nilles)

- Initial staking activities for building/structure corners were provided.

Elevated Tank Inspection and Testing (Dixon)

- Dixon (Tim Wilson) has attended the progress meeting and responded to a few questions related to RFI's. No site visits or factory visits yet.

Construction Materials Testing and Special Inspections (Terracon)

- Terracon provided construction materials testing related to the foundation 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, as required by construction progress

General comments:

- Additional services for foundation testing have been and will continue to be provided by Terracon. These will be paid from the previously approved estimated budget for construction materials testing.



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. 1200618958
Invoice Date 14-MAY-2024
Invoice Amount Due \$36,420.46
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 Irvindale Elevated Storage Tank

Professional Services
From: 31-MAR-2024 To: 04-MAY-2024

Professional Services Summarization	Hours	Billing Rate	Amount
Civil Site Engineer	1.25		254.76
Electrical Engineer	7.50		1,149.45
Modeler	11.50		1,518.81
Project Accountant	0.50		54.97
Project Engineer	29.00		3,709.10
Project Manager	9.00		2,094.66
RPR	69.25		9,350.14
Sr Project Engineer	19.00		4,409.52
Structural Engineer	2.00		618.82
	149.00		\$23,160.23
Total Professional Services			\$23,160.23

Expense Summarization	Quantity	Billing Rate	Amount
Subcontractors-Other	Nilles Associates Inc		5,500.00
Subcontractors-Other	Terracon Consultants Inc		7,760.23
Total Expenses			\$13,260.23

Amount Due This Invoice (USD) \$36,420.46

Fee Amount	\$990,787.00
Fee Invoiced to Date	\$539,745.40
Fee Remaining	\$451,041.60

HDR Internal Reference Only	
Client Number	18054
Cost Center	10134
Project Number	10345779



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #18 in the amount of \$34,007.14 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #18

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: Aug 5, 2024 **PAYMENT REQUEST #** 18
PAYMENT PERIOD: From: May 5, 2024 Through: June 1, 2024

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:	\$	573,752.54	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	573,752.54	
Less previous applications for payment:	\$	539,745.40	
SUBTOTAL			\$ 34,007.14

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 34,007.14

Balance to finish, including retainage: \$ 417,034.46

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.

Rob Baker

Digital Signature by Rob Baker
DN: C=US, E=rob.baker@hdrinc.com, O=HDR,
OU=HDR, CN=Rob Baker
Date: 2024.06.10 14:20:07 -05'00'

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Don Clark, P.E.

E-mail:

DClark@Ankenylowa.gov

Phone:

(515)963-3529

Fax:

Date Printed: 6/5/2024

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
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Previous Applications for Payment

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TOTAL \$ 539,745.40

Record of Change Orders

No.	Date	Amount
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: -



Monthly Progress Report

Date: Tuesday, June 11, 2024

Project: Ankeny NW Irvinedale Elevated Storage Tank

To: Don Clark, P.E.

From: Rob Baker, P.E.

Subject: Monthly Progress Report for May 2024

Activities of the Previous Months

Overall Design – 100% Completed

- Final modeling report was submitted to City. This deliverable is considered complete.

Construction Administration

- Reviewed tank foundation, piping, bulk water station, and ringbeam mix design submittals and RFI-003.
- Reviewed quantities with contractor for Pay Application 3.
- Attended progress meeting via video conference and provided meeting minutes.
- Davis-Bacon weekly payroll reviews

Construction Observation

- Foundation work continues. HDR's Resident Project Representative (RPR) has made regular site visits on a part-time basis and documented observations in field reports.

Construction Survey (Nilles)

- No new activity this month.

Elevated Tank Inspection and Testing (Dixon)

- Dixon (Tim Wilson) attended the progress meeting/call.

Construction Materials Testing and Special Inspections (Terracon)

- Terracon provided construction materials testing related to the foundation 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:

- Terracon: Additional services for foundation testing have been and will continue to be provided by Terracon, our subconsultant. These will be paid from the previously approved estimated budget for construction materials testing, which is invoiced on a time and materials basis.
 - Please note that Terracon has spent 85% of their approved budget. Most of these testing costs are related the additional foundation testing work.
- Nilles: about 72% spent on their lump sum budget for initial staking.
- Dixon: Contractor decided to fabricate the access tube in Houston, TX rather than Clive, IA, where almost all of the tank steel will be fabricated. This decision will require Dixon to travel to Houston for shop inspections. We expect that this may incur additional costs. Dixon recommends that the City keep this inspection included in Dixon's scope of services, given the importance/size of the access tube assembly.
 - HDR will work with the previously approved budget for the time being. This was based on an estimated time and materials basis.



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. 1200627089
Invoice Date 11-JUN-2024
Invoice Amount Due \$34,007.14
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 Irvindale Elevated Storage Tank

Professional Services
From: 05-MAY-2024 To: 01-JUN-2024

Professional Services Summarization	Hours	Billing Rate	Amount
Electrical Engineer	1.00		188.96
Project Accountant	0.50		54.97
Project Engineer	5.00		639.50
Project Manager	5.50		1,280.07
RPR	72.50		9,788.95
Sr Project Engineer	11.50		2,668.92
Structural Engineer	1.50		464.12
	97.50		\$15,085.49
Total Professional Services			\$15,085.49

Expense Summarization	Quantity	Billing Rate	Amount
Subcontractors-Other			18,921.65
Terracon Consultants Inc			
Total Expenses			\$18,921.65

Amount Due This Invoice (USD)	\$34,007.14
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Fee Amount	\$990,787.00
Fee Invoiced to Date	\$573,752.54
Fee Remaining	\$417,034.46

HDR Internal Reference Only	
Client Number	18054
Cost Center	10134
Project Number	10345779



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #19 in the amount of \$18,891.19 to HDR Engineering, Inc., for engineering services on the NW Irvinedale Elevated Storage Tank project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #19

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: August 5, 2024 **PAYMENT REQUEST #** 19
PAYMENT PERIOD: From: June 2, 2024 Through: June 29, 2024

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: \$ 592,643.73
Retainage: 0 % of Completed Work: \$ -
Total Earned less Retainage: \$ 592,643.73
Less previous applications for payment: \$ 573,752.54
SUBTOTAL \$ 18,891.19

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 18,891.19

Balance to finish, including retainage: \$ 398,143.27

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

Rob Baker

Digitally signed by Rob Baker
DN: c=US, e=rob.baker@hdrinc.com,
o=HDR, ou=HDR, cn=Rob Baker
Date: 2024.07.03 11:41:12 -0500

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Don Clark, P.E.

E-mail:

DClark@Ankenylowa.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
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Record of Change Orders

No.	Date	Amount
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 \$ 573,752.54



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. 1200633330
Invoice Date 03-JUL-2024
Invoice Amount Due \$18,891.19
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 Irvindale Elevated Storage Tank

Professional Services
From: 02-JUN-2024 To: 29-JUN-2024

Professional Services Summarization	Hours	Billing Rate	Amount
Civil Site Engineer	8.75		1,518.18
Project Accountant	0.50		54.97
Project Engineer	25.00		3,028.89
Project Manager	15.00		3,491.10
RPR	54.50		7,358.59
Sr Project Engineer	11.50		2,668.92
	115.25		\$18,120.64
Total Professional Services			\$18,120.64

Expense Summarization	Quantity	Billing Rate	Amount
Subcontractors-Other	Terracon Consultants Inc		770.55
Total Expenses			\$770.55

Amount Due This Invoice (USD) \$18,891.19

Fee Amount	\$990,787.00
Fee Invoiced to Date	\$592,643.73
Fee Remaining	\$398,143.27

HDR Internal Reference Only	
Client Number	18054
Cost Center	10134
Project Number	10345779



Monthly Progress Report

Date: Wednesday, July 03, 2024

Project: Ankeny NW Irvinedale Elevated Storage Tank

To: Don Clark, P.E.

From: Rob Baker, P.E.

Subject: Monthly Progress Report for June 2024

Activities of the Previous Month

Overall Design – 100% Completed

Construction Administration

- Reviewed tank foundation piping, fittings, valves, expansion joint, and manhole submittals.
- Tank shop drawing submittals have been incomplete to date and require additional resubmittal in entirety. These are not urgent yet.
- Additional work related to additional roof couplings recommended by Dixon Engineering in RFI 3 continues to be discussed.
- Awaiting submittal of Pay Application 4. Payment application 3 has been submitted for City, requesting approval.
- Attended progress meeting via video conference and provided meeting minutes.
- HDR requested submittal of all AIS certificates for applicable items that have been procured/ordered. HDR/CB&I will let Shawn Buckner know when timing is good for an Iowa DNR AIS compliance visit.
- Davis-Bacon weekly payroll reviews

Construction Observation

- The rig beam or pile cap structure was poured on 6/13/2024. Contractor prepared the site for concrete tank pedestal construction (wall that supports the elevated tank). HDR's Resident Project Representative (RPR) has made regular site visits on a part-time basis and documented observations in field reports.

Construction Survey (Nilles)

- No new activity this month.

Elevated Tank Inspection and Testing (Dixon)

- Dixon (Tim Wilson) attended the progress meeting/call.

Construction Materials Testing and Special Inspections (Terracon)

- Terracon provided construction materials testing related to the foundation and ring beam or pile cap cast-in-place concrete 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:

- Terracon will be providing concrete testing for the tank pedestal concrete pours. The tank pedestal is estimated to need about 12 pours. Terracon will provide these services based on time and materials. This cost was not previously included in the budget provided by the City since this work is designed by CB&I and is not detailed in the Contract Drawings.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #19 in the amount of \$26,403.04 to HR Green, Inc., for construction engineering services on the Oralabor Gateway Trail-SW State Street Underpass and SW Oralabor Road and SW State Street Safety Improvements project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #19

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Oralabor Gateway Trail - SW State Street Underpass and SW Oralabor Road and SW State Street Intersection Improvements
Contractor: HR Green, Inc.
Address: 5525 Merle Hay Road, Suite 200 Johnston, IA 50131
Finance Budget Code: 998.3998.4210 **Finance Project #:** 998.4210
Vendor Project #: N/A **Purchase Order #:** N/A
Original Contract Date: February 7, 2022 **Vendor Account #:** 5513

Date of Council Meeting: August 5, 2024 **Payment Application #:** 2819

Payment Period: From: June 1, 2024 Through: June 28, 2024

Contract Summary:

Original Contract Amount:	\$	355,700.00	
Net Change by Change Orders:	\$	473,813.00	
Contract Amount to Date: (line 1 ± 2)	\$	829,513.00	
Total Completed and Stored to Date:	\$	703,977.65	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	703,977.65	
Less Previous Applications for Payment:	\$	677,574.61	
SUBTOTAL:	\$	26,403.04	
OTHER CHARGES:	\$	-	
CURRENT PAYMENT DUE:	\$	26,403.04	
Balance to Finish, Including Retainage:	\$	125,535.35	
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: HR Green, Inc.
Firm Name

Signature _____ Date _____

Engineer / Consultant Approval: HR Green, Inc.
Firm Name

Signature _____ Date July 26, 2024

City of Ankeny Staff Approval:
Signature _____ Date 7/26/2024

Submit to: Jim Haberichter
E-mail: jhaberichter@Ankenylowa.gov **Phone Number:** 515-963-3536

Date Printed: 7/26/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	4/18/22	\$ 45,993.75
2	June 6, 2022	\$ 69,475.00
3	August 15, 2022	\$ 59,151.51
4	October 3, 2022	\$ 36,117.50
5	October 17, 2022	\$ 65,290.75
6	November 7, 2022	\$ 66,482.50
7	January 3, 2023	\$ 29,525.63
8	August 7, 2023	\$ 2,217.00
9	September 18, 2023	\$ 40,890.60
10	October 2, 2023	\$ 26,102.28
11	November 6, 2023	\$ 74,065.26
12	December 4, 2023	\$ 26,000.65
13	December 18, 2023	\$ 27,985.75
14	February 5, 2024	\$ 35,957.25
15	February 19, 2024	\$ 8,718.68
16	April 15, 2024	\$ 6,924.97
17	May 6, 2024	\$ 17,023.23
18	May 20, 2024	\$ 11,197.38
19	July 1, 2024	\$ 28,454.92
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 677,574.61

Record of Change Orders:

No.	Date	Amount
1	July 5, 2022	\$ 16,500.00
2	May 15, 2023	\$ 457,313.00
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CHANGE ORDER TOTAL = \$ 473,813.00

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
220 West 1st Street
Ankeny, IA 50023

July 11, 2024
Project No: 210345.02
Invoice No: 176864
Invoice Total: \$26,403.04

Project 210345.02 Ankeny, IA - Oralabor Gateway Trail and SW State Street

Professional Services Through June 28, 2024

Phase 11.0 Construction Phase Services

Professional Personnel

	Hours	Amount	
Professional	21.00	5,040.00	
Junior Professional	5.50	825.00	
Junior Field Personnel	168.00	19,300.00	
Admin Coordinator	1.00	130.00	
Totals	195.50	25,295.00	
Total Labor			25,295.00

Consultants

Terracon Consultants, Inc.			
6/26/2024	Terracon Consultants, Inc.	Materials Testing	807.88
	Total Consultants		807.88
			807.88

Unit Charges

Mileage 0.67		300.16	
Total Unit Charges		300.16	300.16

Total this Phase \$26,403.04

Billing Limits

	Current	Prior	To-Date
Total Billings	26,403.04	291,374.61	317,777.65
Limit			443,313.00
Remaining			125,535.35

Total this Invoice \$26,403.04



▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131
Main 515.278.2913 + Fax 515.278.1846

▷ HRGREEN.COM

July 26, 2024

Jim Haberichter, PE
Civil Engineer II
City of Ankeny
Public Works Department
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

Progress Report & Attached Invoice
Ankeny, IA - Oralabor Gateway Trail - SW State Street Underpass and
SW Oralabor Road and SW State Street Intersection Improvements
HRG Project No. 210345.02
Contract date: March 6, 2023

Dear Jim:

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 #	176864
Period covered by invoice	6/1/24 – 6/28/24
Amount this invoice	\$26,403.04
Total billings to date, including this invoice	\$689,794.40
Contract maximum fee	\$829,513.00
% of Contract billed to date	83.16%

Summary of services during this billing period:

- On-Site Representative
- Reviewed and approved submittals
- Provided coordination and design support for inquiries and modifications
- Utility Coordination
- Project visits and reviews by Engineer
- Project management

Comments:

Feel free to contact me if you have any questions about the attached invoice, or about the progress of the project.

Best regards,

HR GREEN, INC.

Tony Babcock, P.E.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #3 in the amount of \$72,546.75 to InRoads, LLC, for construction services on the NW 36th Street and NW Weigel Drive HMA Resurfacing project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Payment #3

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NW 36th Street and NW Weigel Drive HMA resurfacing
Contractor: InRoads, LLC
Address: 4761 NE 20th Lane, Des Moines, IA 50313
Finance Budget Code: 895.3895.4451 Finance Project #: 895.4451
Vendor Project #: N/A Purchase Order #: N/A
Original Contract Date: February 19, 2024 Vendor Account #: 9658

Date of Council Meeting: August 5, 2024
July 15, 2024 Payment Application #: 3
Payment Period: From: June 1, 2024 Through: June 29, 2024

Contract Summary:

Original Contract Amount: \$ 1,691,525.00
Net Change by Change Orders: \$ 117.00
Contract Amount to Date: (line 1 ± 2) \$ 1,691,642.00

Total Completed and Stored to Date: \$ 802,487.11
Retainage: 5 % of Completed Work: \$ 40,124.36
Total Earned Less Retainage: \$ 762,362.75
Less Previous Applications for Payment: \$ 689,816.00
SUBTOTAL: \$ 72,546.75

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 72,546.75

Balance to Finish, Including Retainage: \$ 929,279.25

Contract Time Remaining (Substantial): 28.5 Working Days
Contract Time Remaining (Final): 10.0 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: InRoads, LLC

Firm Name

Signature

Date

Engineer / Consultant Approval:

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to: Jim Haberichter, P.E.

E-mail: Jhaberichter@AnkenyIowa.gov

Phone Number: (515) 963-3536

Date Printed: 6/28/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

ITEM NO.	DESCRIPTION (Include Change Order # if Applicable)	UNITS	ORIGINAL PROPOSED QUANTITY	QUANTITY CHANGED 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
EARTHWORK														
2.01	Topsoil, On-site	CY	3,530.00		3,530.00	\$ 25.00	\$ 88,250.00			1,765.00	1,765.00	\$ 44,125.00	1,765.00	50.00%
2.02	Excavation, Class 10	CY	2,361.00		2,361.00	\$ 13.00	\$ 30,693.00			1,181.00	1,181.00	\$ 15,353.00	1,181.00	50.02%
2.03	Subgrade Preparation, 8 in. Depth	SY	30,315.00		30,315.00	\$ 4.60	\$ 139,449.00			14,106.00	14,106.00	\$ 64,887.60	16,209.00	46.53%
2.04	Subgrade Treatment, 8 in. Depth, 6% Cement	TON	655.00		655.00	\$ 138.00	\$ 91,045.00			205.59	205.59	\$ 28,577.01	449.41	31.39%
2.05	Compaction Testing	LS	1.00		1.00	\$ 1,800.00	\$ 1,800.00			0.50	0.50	\$ 900.00	0.50	50.00%
SEWER AND DRAIN														
4.01	Pipe Culvert, Trenched, CMP, 24 in. Dia.	LF	17.00		17.00	\$ 141.00	\$ 2,397.00	14.00	\$ 1,974.00	17.00	31.00	\$ 4,371.00	(14.00)	182.35%
4.02	Pipe Culvert, Trenched, CMP, 30 in. Dia.	LF	73.00		73.00	\$ 154.00	\$ 11,242.00		\$ -	73.00	73.00	\$ 11,242.00	0.00	100.00%
4.03	Pipe Apron, CMP 24 in. Dia.	EA	2.00		2.00	\$ 743.00	\$ 1,486.00	2.00	\$ 1,486.00		4.00	\$ 2,972.00	(2.00)	200.00%
4.04	Pipe Apron, CMP 30 in. Dia.	EA	6.00		6.00	\$ 992.00	\$ 5,952.00		\$ -	6.00	6.00	\$ 5,952.00	0.00	100.00%
4.05	Pipe Apron Guard, CMP, 24 in. Dia.	EA	2.00		2.00	\$ 218.00	\$ 436.00		\$ -		0.00	\$ -	2.00	0.00%
4.06	Pipe Apron Guard, CMP, 30 in. Dia.	EA	6.00		6.00	\$ 553.00	\$ 3,354.00		\$ -		0.00	\$ -	6.00	0.00%
4.07	Footings for Pipe Apron	EA	8.00		8.00	\$ 208.00	\$ 1,664.00	10.00	\$ 2,080.00		10.00	\$ 2,080.00	(2.00)	125.00%
STREETS AND RELATED WORK														
7.01	Pavement, Asphalt, 2 in. Surface Course, 1/2 in. Mix, PG 58-	TON	3,229.00		3,229.00	\$ 53.00	\$ 300,297.00		\$ -	1,510.00	1,510.00	\$ 149,730.00	1,619.00	49.86%
7.02	Pavement, Asphalt, 2 in. Intermediate Course, 1 1/2 in. Mix, PG	TON	3,267.00		3,267.00	\$ 93.00	\$ 303,631.00		\$ -	1,555.00	1,555.00	\$ 153,915.00	1,612.00	50.65%
7.03	Pavement, Asphalt, 3 in. Base Course, 3/4 in. Mix, PG 58-28H	TON	2,783.00	(331.00)	2,452.00	\$ 93.00	\$ 228,036.00		\$ -	2,452.00	2,452.00	\$ 228,036.00	0.00	100.00%
7.04	Pavement, Asphalt, 4 in. Base Course, 3/4 in. Mix, PG 58-28H	TON	2,832.00		2,832.00	\$ 93.00	\$ 263,376.00		\$ -		0.00	\$ -	2,832.00	0.00%
7.05	Asphalt Pavement Samples and Testing	LS	1.00		1.00	\$ 2,800.00	\$ 2,800.00		\$ -	0.50	0.50	\$ 1,400.00	0.50	50.00%
7.06	Granular Surfacing on Road, Class A Crushed Stone	TON	80.00		80.00	\$ 35.25	\$ 2,820.00		\$ -		0.00	\$ -	80.00	0.00%
7.07	Subbase Over-excavation	CY	50.00		50.00	\$ 18.00	\$ 900.00		\$ -		0.00	\$ -	50.00	0.00%
TRAFFIC CONTROL														
8.01	Painted Pavement Markings, Durable	STA	235.00		235.00	\$ 65.00	\$ 15,275.00		\$ -		0.00	\$ -	235.00	0.00%
8.02	Painted Symbols and Legends, Durable	EA	1.00	(1.00)	0.00	\$ 600.00	\$ -		\$ -		0.00	\$ -	0.00	0.00%
8.03	Grooves Cut for Pavement Markings	STA	233.00		233.00	\$ 50.00	\$ 11,650.00		\$ -		0.00	\$ -	233.00	0.00%
8.04	Grooves Cut for Symbols and Legends	EA	1.00	(1.00)	0.00	\$ 223.00	\$ -		\$ -		0.00	\$ -	0.00	0.00%
8.05	Temporary Traffic Control	LS	1.00		1.00	\$ 22,332.00	\$ 22,332.00	0.75	\$ 16,749.00		0.75	\$ 16,749.00	0.25	75.00%
8.06	Portable Dynamic Message Board (PDMS)	COVS	40.00		40.00	\$ 110.00	\$ 4,400.00	10.00	\$ 1,100.00		10.00	\$ 1,100.00	30.00	25.00%
8.07	Traffic Signs	EA	44.00		44.00	\$ 165.00	\$ 7,260.00		\$ -		0.00	\$ -	44.00	0.00%
8.08	Wood Posts	LF	480.00		480.00	\$ 16.50	\$ 7,920.00		\$ -		0.00	\$ -	480.00	0.00%
UTILITY AND LANDSCAPING														
9.01	Conventional Seeding, Seeding, Fertilizing, Type 1	AC	0.12		0.12	\$ 1,800.00	\$ 216.00		\$ -		0.00	\$ -	0.12	0.00%
9.02	Conventional Seeding, Seeding, Fertilizing, Type 2 or 3	AC	3.58		3.58	\$ 1,100.00	\$ 3,938.00		\$ -		0.00	\$ -	3.58	0.00%
9.03	Conventional Seeding, Seeding, Fertilizing, Type 4 (Temp	AC	9.10		9.10	\$ 300.00	\$ 2,730.00	4.07	\$ 1,221.00		4.07	\$ 1,221.00	5.03	44.73%
9.04	Hydraulic Mulching (HEM)	AC	9.40		9.40	\$ 3,000.00	\$ 27,300.00		\$ -		0.00	\$ -	9.40	0.00%
9.05	Filter Socks, 12 in.	LF	275.00		275.00	\$ 2.50	\$ 687.50	450.00	\$ 1,125.00	100.00	550.00	\$ 1,375.00	(275.00)	200.00%
9.06	Filter Socks, Removal	LF	275.00		275.00	\$ 1.00	\$ 275.00		\$ -		0.00	\$ -	275.00	0.00%
9.07	Silt Fence	LF	4,075.00		4,075.00	\$ 1.60	\$ 6,520.00		\$ -		0.00	\$ -	4,075.00	0.00%
9.08	Silt Fence, Removal of Device	LF	4,075.00		4,075.00	\$ 0.10	\$ 407.50		\$ -		0.00	\$ -	4,075.00	0.00%
9.09	Stabilized Construction Entrance	SY	120.00		120.00	\$ 20.00	\$ 2,400.00		\$ -		0.00	\$ -	120.00	0.00%
9.10	Erosion Control Mulching, Straw	AC	12.80		12.80	\$ 550.00	\$ 7,040.00	4.07	\$ 2,238.50		4.07	\$ 2,238.50	8.73	31.80%
MISCELLANEOUS														
11.01	Mobilization	LS	1.00		1.00	\$ 33,333.00	\$ 33,333.00	0.50	\$ 16,666.50		0.50	\$ 16,666.50	0.00	100.00%
11.02	Maintenance of Recreational Service	LS	1.00		1.00	\$ 650.00	\$ 650.00		\$ -	1.00	1.00	\$ 650.00	0.00	100.00%
11.03	Maintenance of Solid Waste Collection	LS	1.00		1.00	\$ 555.00	\$ 555.00		\$ -	1.00	1.00	\$ 555.00	0.00	100.00%
11.04	Solid Beam Guard Rail	LF	225.00		225.00	\$ 112.00	\$ 25,200.00		\$ -		0.00	\$ -	225.00	0.00%
CHANGE ORDER ITEMS														
12.01	Pavement Removal, Asphalt	LS		1.00	1.00	\$ 3,780.00	\$ 3,780.00	1.00	\$ 3,780.00		1.00	\$ 3,780.00	0.00	100.00%
12.02	Pavement, PCC, 8" Thick	LS		1.00	1.00	\$ 27,945.00	\$ 27,945.00	1.00	\$ 27,945.00		1.00	\$ 27,945.00	0.00	100.00%
12.03		LS		0.00	0.00	\$ -	\$ -		\$ -		0.00	\$ -	0.00	0.00%

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

CONTRACT = \$1,691,642.00 PAY PERIOD = \$ 76,355.00

COMPLETED = \$ 802,487.11

47.44%

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	May 20, 2024	\$ 648,452.05
2	June 17, 2024	\$ 41,363.95
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 689,816.00

Record of Change Orders:

No.	Date	Amount
1	April 1, 2024	\$ -
2	July 15, 2024	\$ 117.00
3	August 5, 2024	
4		
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CHANGE ORDER TOTAL = \$ 117.00

Contract Time Remaining:

Contract Period:	Working Days
Construction Start Date:	April 8, 2024

Substantial Completion:

Contract Working Days:	50.0
Added by Change Order:	
Total Working Days:	50.0
Working Days Used to Date:	21.5
Working Days Remaining:	28.5

Full Completion:

Contract Working Days:	10.0
Added by Change Order:	
Total Working Days:	10.0
Working Days Used to Date:	
Working Days Remaining:	10.0



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #4 in the amount of \$27,468.75 to McClure Engineering Company, for construction engineering services on the SW Des Moines Street Utility Improvements project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #4

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: SW Des Moines Street Utility Improvements
Contractor: McClure Engineering
Address: 335 SE Oralabor Road; Ankeny, IA 50021
Finance Budget Code: 699.3699.4210 Finance Project #: 699.4210
Vendor Project #: 2024000157-000 Purchase Order #:
Original Contract Date: March 18, 2024 Vendor Account #: 002183

Date of Council Meeting: August 5, 2024 Payment Application #: 4
Payment Period: From: May 26, 2024 Through: June 29, 2024

Contract Summary:

Original Contract Amount:	\$	235,900.00	
Net Change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	235,900.00	
Total Completed and Stored to Date:	\$	128,835.65	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	128,835.65	
Less Previous Applications for Payment:	\$	101,366.90	
SUBTOTAL:	\$		27,468.75

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 27,468.75

Balance to Finish, Including Retainage: \$ 107,064.35

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:

McClure Engineering

Firm Name

Signature

Date

July 8, 2024

City of Ankeny Staff Approval:

Signature

Date

7/19/2024

Submit to: Becky Ford, PE, CFM, Stormwater & Environmental Manager

E-mail: bford@ankenyiowa.gov

Phone Number: 515-963-3526

Date Printed: 7/3/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	April 15, 2024	\$ 41,613.75
2	May 25, 2024	\$ 31,766.90
3	June 17, 2024	\$ 27,986.25
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 101,366.90

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



1360 NW 121st Street
Clive, IA 50325

Becky Ford
City of Ankeny, IA
410 West 1st Street
Ankeny, IA 50023

July 01, 2024
Project No: 2024000157-000
Invoice No: 152964
Due Date: July 31, 2024

Project 2024000157-000 Ankeny SW Des Moines Street Utility Improvements
Professional Services from May 26, 2024 to June 29, 2024

Phase	100	Preliminary Planning And Reports
Task	101	Storm Sewer Study and Report

	Hours	Rate	Amount	
Engineer II	35.00	155.00	5,425.00	
Project Manager III	1.00	230.00	230.00	
Totals	36.00		5,655.00	
Total Labor				5,655.00
		Total this Task		\$5,655.00
		Total this Phase		\$5,655.00

Phase	400	Preliminary Design
Task	401	Preliminary Design and Plans

	Hours	Rate	Amount	
Engineer I	61.75	125.00	7,718.75	
Engineer II	1.00	155.00	155.00	
Intern	57.25	75.00	4,293.75	
Engineer III	25.00	185.00	4,625.00	
Totals	145.00		16,792.50	
Total Labor				16,792.50
		Total this Task		\$16,792.50
		Total this Phase		\$16,792.50

Phase	850	Project Management and Coordination
Task	851	Project Management and Coordination

	Hours	Rate	Amount	
Project Manager III	6.00	230.00	1,380.00	
Project Coordinator	.25	135.00	33.75	
Engineer III	19.50	185.00	3,607.50	
Totals	25.75		5,021.25	
Total Labor				5,021.25

Project	2024000157-000	Ankeny SW Des Moines St Utility Improve.	Invoice	152964
Total this Task				\$5,021.25
Total this Phase				\$5,021.25
		Current	Prior	To-Date
Total Billings		27,468.75	101,366.90	128,835.65
Contract Limit (not-to-exceed)				235,900.00
Contract Limit Remaining				107,064.35
Total Due this Invoice				\$27,468.75

PROGRESS REPORT #4

SW Des Moines Street Utility Improvements

Date: July 8, 2024

McClure Project #: 2024000157-000

To: Becky Ford, PE, CFM
Stormwater & Environmental
Manager
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

From: Colton Hoffmann, PE
Senior Project Engineer
335 SE Oralabor Road
Ankeny, IA 50021

Email: bford@ankenyiowa.gov

Principal: Scott Port, PE

Date Range of Report: May 26, 2024 – June 29, 2024

1. SUMMARY OF WORK DONE LAST PERIOD

- a. Completed 60% design for the project and submitted 60% plans to the City
- b. Geotechnical report
- c. Utility coordination

2. FORECAST OF ACTIVITIES PLANNED FOR NEXT PERIOD

- a. Meet with City to discuss 60% submittal review comments
- b. Project Information Meeting
- c. Develop acquisition plats
- d. Continue on to final design

3. SCOPE CHANGES / VALUE ADDED

- a. None

4. STATUS OF PREVIOUS INVOICES

INVOICE #	DATE SENT	INVOICE TOTAL	STATUS
151130	April 1, 2024	\$41,613.74	Paid
151780	April 26, 2024	\$31,766.90	Paid
152511	May 30, 2024	\$27,986.25	Paid
152964	July 8, 2024	\$27,468.75	Submitted

5. INPUT NEEDED / ACTION ITEMS

- a. City to review 60% submittal documents and provide feedback



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #5 in the amount of \$10,381.15 to MSA Professional Services, Inc., for engineering services on the SW Walnut Street and SW Ordinance Road Water Main project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #5

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: SW Walnut Street and SW Ordinance Road Water Main
Contractor: MSA Professional Services, Inc.
Address: 1555 SE Delaware Ave Ste F, Ankeny, IA 50021
Finance Budget Code: 635.3635.4210 Finance Project #: 635.421
Vendor Project #: _____ Purchase Order #: _____
Original Contract Date: February 5, 2024 Vendor Account #: 6447

Date of Council Meeting: August 5, 2024 Payment Application #: 5
Payment Period: From: 06/16/2024 Through: 07/20/2024

Contract Summary:

Original Contract Amount:	\$	210,000.00	
Net Change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	210,000.00	
Total Completed and Stored to Date:	\$	139,488.94	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	139,488.94	
Less Previous Applications for Payment:	\$	129,107.79	
SUBTOTAL:	\$		10,381.15
OTHER CHARGES:	\$		-
CURRENT PAYMENT DUE:	\$		10,381.15

Balance to Finish, Including Retainage: \$ 70,511.06

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: Not Applicable

Firm Name

Signature

Date

Engineer / Consultant Approval:

MSA Professional Services, Inc.

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Don Clark, Director of Municipal Utilities

E-mail:

dclark@ankenyiowa.gov

Phone Number:

(515) 963-3529

Date Printed: 7/24/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	April 1, 2024	\$ 37,871.38
2	May 6, 2024	\$ 25,164.73
3	June 3, 2024	\$ 27,553.75
4	July 1, 2024	\$ 38,517.93
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 129,107.79

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

PROJECT UPDATE

CONTACT INFORMATION:

Nichole Sungren

Phone: (515) 964-1920

nsungren@msa-ps.com

DATE:

July 24, 2024

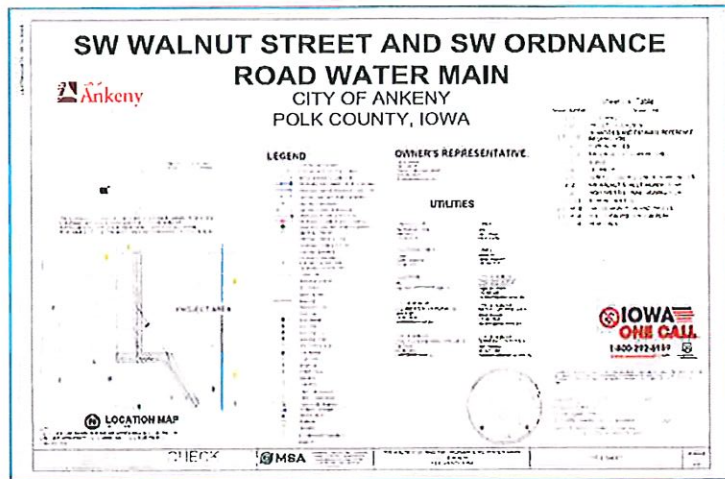
PROJECT NUMBER:

City of Ankeny:

WTM-20-002

MSA:

09085058



TASK 1: PROJECT SURVEY

Task 1: 91% Complete

No work was completed under this task during this period.

TASK 2: PRELIMINARY DESIGN

Task 2: 100% Complete

This task is complete.

TASK 3: FINAL DESIGN

Task 3: 70% Complete

MSA has received the check plan comments from City staff and is addressing the comments. The public information has been scheduled for August 15th.

TASK 4: BIDDING

Task 4: 0% Complete

No work has been started on this task at this time.

PROJECT UPDATE

TASK 5: PROJECT ADMINISTRATION

Task 5: 65% Complete

MSA has been coordinating with franchise utility companies any potential relocations and will be sending out updated plans, completed internal design meetings, reviewed City check plan comments and other administrative and coordination tasks.

TASK 6: IUP AND ERP PREPARATION

Task 6: 99% Complete

No work was completed under this task during this period.



INVOICE

A 3% SERVICE FEE WILL BE ADDED TO INVOICES
PAID BY CREDIT CARD PAST DUE BALANCES
ARE SUBJECT TO AN INTEREST RATE OF 1.5%
PER MONTH

City of Ankeny IA
410 West First Street
Ankeny, IA 50023

Invoice No: 006959
Invoice Date: 7/24/2024
Invoice Terms: Due upon receipt
Project No: R09085058.00
Project Manager: Nichole Sungren
Client Liaison: Nichole Sungren
Customer Ref:

Email Invoice

From June 20, 2024 To July 24, 2024

R09085058.00 Ankeny IA Walnut Street Water Main

Ankeny IA Walnut Street Water Main

R09085058.00.300; Final Design

Subtotal 8,651.15

R09085058.00.500; Administration

Subtotal 1,730.00

Invoice subtotal 10,381.15
Total 10,381.15

Please include the MSA Invoice Number and Project Number with your payment.

ACH Payments:

ach@msa-ps.com

Account Number: 101065930

Routing Number: 075901590

Bank Information: ACH/Wire, Baraboo State Bank, 101 3rd Avenue
Baraboo, WI 53913

Check Payments:

MSA

1230 South Boulevard
Baraboo, WI 53913



1555 SE Delaware Ave
Suite F
Ankeny, IA 50021

P (515) 964-1920
TF (800) 844-4122
F (515) 964-4003

www.msa-ps.com

July 24, 2024

Don Clark, Director of Municipal Utilities
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

Re: SW Walnut Street and SW Ordinance Road Water Main
Project # 09085058

Dear Mr. Clark:

Please find attached the Engineering Invoice #5 for work completed between June 16, 2024 and July 20, 2024. Please refer to the attached Project Update for a summary of the work completed to date. Check plans comments were received from the City. We are working with the City to set up the Public Information Meeting.

Please contact me if you have any questions regarding the information in this submittal. We appreciate the opportunity to work with the City of Ankeny and look forward to a successful project.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink that reads "Nichole Sungren". The signature is written in a cursive, flowing style.

Nichole Sungren, P.E.
Project Manager

nes
Enc.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #5 in the amount of \$27,297.19 to Olsson, Inc., for engineering services on the Fiber Optic Network Upgrade project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #5

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Fiber Optic Network Upgrade
Contractor: Olsson, Inc.
Address: PO Box 84608, Lincoln, NE 68501-4608
Finance Budget Code: 888.3888.4210 Finance Project #: 888.4210
Vendor Project #: 023-02927 Purchase Order #: N/A
Original Contract Date: April 3, 2023 Vendor Account #: 10076

Date of Council Meeting: August 5, 2024 Payment Application #: 5

Payment Period: From: June 9, 2024 Through: July 6, 2024

Contract Summary:

Original Contract Amount: \$ 423,644.46
Net Change by Change Orders: \$ -
Contract Amount to Date: (line 1 ± 2) \$ 423,644.46

Total Completed and Stored to Date: \$ 313,588.14
Retainage: 0 % of Completed Work: \$ -
Total Earned Less Retainage: \$ 313,588.14
Less Previous Applications for Payment: \$ 286,290.95
SUBTOTAL: \$ 27,297.19

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 27,297.19

Balance to Finish, Including Retainage: \$ 110,056.32

Contract Time Remaining (Substantial): 43.0 Working Days

Contract Time Remaining (Full): 144.0 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:

Olsson, Inc.

Firm Name

Signature

Date

July 18, 2024

City of Ankeny Staff Approval:

Signature

Date

7/24/24

Submit to:

Leslie Hart, Traffic Engineering Manager

E-mail:

lhart@ankenyiowa.gov

Phone Number:

515-963-3548

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	September 5, 2023	\$ 68,955.27
2	November 6, 2023	\$ 46,421.62
3	April 1, 2024	\$ 109,620.76
4	June 1, 2024	\$ 61,293.30
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 286,290.95

Record of Change Orders:

No.	Date	Amount
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CHANGE ORDER TOTAL = \$ -

Contract Time Remaining:

Contract Period:	Working Days
Construction Start Date:	April 3, 2023

Substantial Completion:

Contract Working Days:	373.0
Added by Change Order:	
Total Working Days:	373.0
Working Days Used to Date:	330.0
Working Days Remaining:	43.0

Full Completion:

Contract Working Days:	474.0
Added by Change Order:	
Total Working Days:	474.0
Working Days Used to Date:	330.0
Working Days Remaining:	144.0

Invoice

601 P St Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Tel 402.474.6311, Fax 402.474.5063

Leslie Hart
City of Ankeny IA
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1564

olsson

July 23, 2024
Invoice No: 505210

Invoice Total	\$27,297.19
----------------------	--------------------

Olsson Project # 023-02927 Ankeny Fiber Optic Network Upgrade

Professional services rendered through July 6, 2024 for work completed in accordance with our Agreement dated April 3, 2023.

Phase 100 Project Management & Coordination
Labor

	Hours	Rate	Amount	
Project Manager				
Emory, Meredith	3.50	212.09	742.32	
Assistant Professional				
Broadhead, Landon	5.50	107.53	591.42	
Totals	9.00		1,333.74	
Total Labor				1,333.74
		Total this Phase		\$1,333.74

Phase 200 Data Collection & Field Investigation
Labor

	Hours	Rate	Amount	
Project Manager				
Emory, Meredith	29.00	212.09	6,150.61	
Assistant Professional				
Broadhead, Landon	1.50	107.53	161.30	
CAD Operator				
Van Den Broek, Ryan	13.00	108.90	1,415.70	
Totals	43.50		7,727.61	
Total Labor				7,727.61
		Total this Phase		\$7,727.61

Phase 300 PS&E

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	023-02927	Ankeny Fiber Optic Network Upgrade	Invoice	505210
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Labor

	Hours	Rate	Amount	
Principal				
Wiles, Tyler	2.75	252.14	693.39	
Project Manager				
Emory, Meredith	31.00	212.09	6,574.79	
Assistant Professional				
Broadhead, Landon	100.50	107.53	10,806.77	
Totals	134.25		18,074.95	
Total Labor				18,074.95
		Total this Phase		\$18,074.95

Phase 999 Expenses

Reimbursable Expenses

Meals		116.67	
Personal Vehicle Mileage		44.22	
Total Reimbursables		160.89	160.89
		Total this Phase	\$160.89

Billing Limits

	Current	Prior	To-Date
Total Billings	27,297.19	286,290.95	313,588.14
Limit			423,644.46
Balance Remaining			110,056.32

AMOUNT DUE THIS INVOICE \$27,297.19

Billings to Date

	Current	Prior	Total
Labor	27,136.30	285,934.81	313,071.11
Expense	160.89	326.89	487.78
Internal Unit	0.00	29.25	29.25
Totals	27,297.19	286,290.95	313,588.14

Email Invoices to: Lhart@ankenyiowa.gov

Authorized By: Meredith Emory

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



MONTHLY PROGRESS REPORT

City of Ankeny, Fiber Optic Network Upgrade

Project No. 023-02927

Work Period: 06/9/2024 – 07/06/2024

Summary of Work Completed This Period:

- Prepared for and facilitated bi-weekly Tuesday status meetings
- Continued coordination of field inventory and locates for conditions verification
 - Worked with city staff to further document and detail existing conditions that were not as expected or fully detailed through documentation
 - Field verified constructability for various plan revisions considered with the City
 - Clarified documentation for termination devices and connections at various signal locations
- Prepared drawings and files for submission of 90% plans to the City
 - Revised plans for the HTT area on Oralabor based on City discussion
- Finalized cabling sheets for existing and proposed cabling configurations in City handholes, cabinets, and facilities for submission with 90% plans
- Continued splicing sheet setup and revisions for all traffic signal drop locations and existing end of reel locations
- Prepared front end sheets including list of work details for 90% submittal
- Coordinated with the City on network manager telecom deployment testing
- Prepared and submitted previous work period invoice and progress report

Summary of Future Work for Next Period:

- Prepare for and facilitate bi-weekly status meetings
- Submit 90% plan set for City review and comment
- Submit cabling diagram sheets for City review and comment
- Submit initial proposed fiber splicing and termination sheets for all traffic signal drops
- Continue field investigations and review as required
- Prepare and submit current work period invoice and progress report

Issues, Special Problems, or Comments:

- None at this time



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #10 in the amount of \$26,181.25 to Snyder & Associates, for engineering services on the N Ankeny Blvd Improvements 1st Street to 11th Street project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #10

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: N Ankeny Blvd Improvements 1st Street to 11th St
Contractor: Snyder & Associates, Inc
Address: 2727 SW Snyder Blvd, PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 949.3949.4210 Finance Project #: 949.4210
Vendor Project #: 123.0584.01 Purchase Order #:
Original Contract Date: October 2, 2023 Vendor Account #: 990

Date of Council Meeting: August 5, 2024 Payment Application #: 10

Payment Period: From: June 17, 2024 Through: July 21, 2024

Contract Summary:

Original Contract Amount: \$ 282,300.00
Net Change by Change Orders: \$ 334,200.00
Contract Amount to Date: (line 1 ± 2) \$ 616,500.00

Total Completed and Stored to Date: \$ 597,423.79
Retainage: 0 % of Completed Work: \$ -
Total Earned Less Retainage: \$ 597,423.79
Less Previous Applications for Payment: \$ 571,242.54
SUBTOTAL: \$ 26,181.25

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 26,181.25

Balance to Finish, Including Retainage: \$ 19,076.21

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:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Snyder & Associates, Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Jim Haberichter P.E.

E-mail:

jhaberichter@ankenyiowa.gov

Phone Number:

515/965-6400

Date Printed: 7/25/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	October 25, 2023	\$ 76,679.45
2	November 21, 2023	\$ 40,757.61
3	December 19, 2023	\$ 46,633.00
4	January 24, 2024	\$ 74,484.90
5	February 21, 2024	\$ 11,117.93
6	March 20, 2024	\$ 133,756.25
7	April 23, 2024	\$ 69,310.06
8	May 22, 2024	\$ 68,017.09
9	June 19, 2024	\$ 50,486.25
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 571,242.54

Record of Change Orders:

No.	Date	Amount
1	March 20, 2024	\$ 334,200.00
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CHANGE ORDER TOTAL = \$ 334,200.00

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



SNYDER
& ASSOCIATES

IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Jim Haberichter P.E.
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 123.0584.01 - 10

Finance Budget Code 949.3949.4210

Finance Project Code 949.4210

Vendor 990

Email

Project 123.0584.01 N Ankeny Blvd Improvements 1st Street to 11th St

Professional Services through July 21, 2024

Basic Services

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	462,662.35	462,662.35
Limit			467,400.00
Remaining			4,737.65
Phase Subtotal			0.00

Additional Services

	Hours	Rate	Amount
Land Surveyor VIII	.25	192.00	48.00
Project Manager VII	1.00	182.00	182.00
Right-of-Way Agent II	33.75	123.00	4,151.25
Total Services	35.00		4,381.25
Total Services			4,381.25

Commercial Appraisers of Iowa, Inc.

6/30/2024	Commercial Appraisers of Iowa, Inc.	Appraisal Services	21,000.00
7/12/2024	Commercial Appraisers of Iowa, Inc.	Revise appraisals	800.00
Total Consultants			21,800.00

Billing Limits

	Current	Prior	To-Date
Total Billings	26,181.25	108,580.19	134,761.44
Limit			149,100.00
Remaining			14,338.56
Phase Subtotal			\$26,181.25

Amount Due this Invoice \$26,181.25

REMIT TO: SNYDER & ASSOCIATES, INC.

Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 2727 SW Snyder Blvd. | Ankeny IA 50023

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER-ASSOCIATES.COM

Project	123.0584.01	Ank-NANkBlvdImprov1stStto11thSt	Invoice	10
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Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Jordan Stoermer



July 24, 2024

Mr. Jim Haberichter
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, Iowa 50023

RE: N. ANKENY BOULEVARD IMPROVEMENTS – 1ST STREET TO 11TH STREET
PROGRESS REPORT NO. 10
S&A PROJECT NO. 123.0584.01

Dear Mr. Haberichter:

This is the tenth progress report for the above referenced project and covers work through July 21, 2024. Our work through this period includes the following:

- Address City comments from the June 11, 2024 submittal
- Submit Check Plans to the Iowa DOT on July 2, 2024
- Franchise utility coordination
- Preparing Right-of-Way packets, project data book, and appraisals

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P.

Mark A. Land, P.E., CFM
Vice President

MAL/jms

Enclosures

cc: Jordan Stoermer, P.E., Snyder & Associates, Inc.
John Haldeman, P.E., Snyder & Associates, Inc.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #36 in the amount of \$37,751.88 to Snyder & Associates, Inc., for engineering services on the NE Delaware Ave Recon - NE 5th St to NE 18th St project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #36

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NE Delaware Ave Recon - NE 5th St to NE 18th St
Contractor: Snyder & Associates, Inc.
Address: 2727 SW Snyder Blvd., PO Box 1159, Ankeny, IA 50023
Finance Budget Code: 979.3979.4210 **Finance Project Code:** 979.4210
Vendor Project or Invoice #: 121.0695.01 **PO #**
Original Contract Date: August 16, 2021 **Vendor #** 990

Date of Council Meeting 8/5/2024 **PAYMENT REQUEST #** 36
PAYMENT PERIOD: From: 06/17/24 through: 07/21/24

Contract Summary

Original Contract Amount:	\$	<u>250,000.00</u>	
Net change by Change Orders: Amd #1&2	\$	<u>1,227,290.00</u>	
Contract Amount to Date: (line 1 ± 2)	\$		<u>1,477,290.00</u>
Total completed and stored to date:	\$	<u>1,213,123.51</u>	
Retainage: <u>0</u> % of Completed Work:	\$	<u>-</u>	
Total Earned less Retainage:	\$		<u>1,213,123.51</u>
Less previous applications for payment:	\$		<u>1,175,371.63</u>
SUBTOTAL	\$		<u>37,751.88</u>
	\$		<u>-</u>

CURRENT PAYMENT DUE \$ 37,751.88

Balance to finish, including retainage: \$ 264,166.49

Contract Time Remaining (If applicable) -

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: Snyder & Associates, Inc.
Firm Name

Signature [Signature] Date 7/25/24

City of Ankeny Staff Approval Adam Lust
Signature Date 07/25/24

Submit to: Adam Lust
Email: alust@ankenyiowa.gov **Phone:** 515-963-3537 **Fax:**

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

#	Date	Amount
1	8/25/2021	\$ 30,784.32
2	9/21/2021	\$ 3,859.36
3	10/20/2021	\$ 13,195.08
4	11/23/2021	\$59,301.65
5	12/21/2021	\$ 30,772.95
6	1/25/2022	\$ 34,225.25
7	2/24/2022	\$ 15,226.25
8	3/23/2022	\$ 39,734.44
9	4/20/2022	\$ 49,219.11
10	5/25/2022	\$ 104,345.95
11	6/22/2022	\$ 89,753.67
12	7/20/2022	\$ 80,936.65
13	8/24/2022	\$ 96,981.13
14	9/21/2022	\$ 48,325.63
15	10/26/2022	\$ 24,744.69
16	11/22/2022	\$ 5,433.50
17	12/21/2022	\$ 10,748.63
18	1/25/2023	\$ 6,328.25
19	2/22/2023	\$ 14,823.38
20	3/22/2023	\$ 16,026.72
21	4/18/2023	\$ 21,058.49
22	5/24/2023	\$ 30,346.26
23	6/21/2023	\$ 32,070.31
24	7/26/2023	\$ 35,473.32
25	8/23/2023	\$ 42,028.17
26	9/20/2023	\$ 31,342.35
27	10/25/2023	\$ 61,524.42
28	11/21/2023	\$ 26,456.79
29	12/20/2023	\$ 13,498.93
30	1/24/2024	\$ 8,450.07
31	2/21/2024	\$ 12,592.88
32	3/20/2024	\$ 9,356.80
33	4/24/2024	\$ 22,353.93
34	5/22/2024	\$ 20,911.89
35	6/19/2024	\$ 33,140.41
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TOTAL \$ 1,175,371.63

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Record of Change Orders

#	Date	Amount
1	4/18/2022	\$ 605,490.00
2	1/17/2023	\$ 621,800.00
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TOTAL		\$ <u>1,227,290.00</u>

Contract Time Remaining:

CONTRACT PERIOD:	CLICK TO CHOOSE
Original Contract Date:	August 16, 2021
Original Contract Time:	
Added by Change Order:	
Contract Time to Date:	0
Time Used to Date:	
Contract Time Remaining:	0



July 23, 2024

Mr. Adam Lust, P.E.
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, Iowa 50023

RE: NE DELAWARE AVENUE RECONSTRUCTION - NE 5TH TO NE 18TH STREET
PROGRESS REPORT NO. 36
S&A PROJECT NO. 121.0695.01

Dear Mr. Lust:

This is the thirty-sixth progress report for the above referenced project and covers work through July 21, 2024. Construction services performed throughout this period includes construction staking, construction observation, and general correspondence with City staff and Contractor.

The Contractor has completed the storm sewer and subdrain installation along NE Delaware Avenue. The Contractor is completing trimming the granular subbase south of NE 18th Street today and will be paving NE Delaware Avenue south of NE 18th Street Thursday and Friday of this week. Following these paving operations, the Contractor's next focus will be completing the hand pours at the NE 16th Street intersection in order to reopen this intersection to traffic. Once NE 16th Street intersection is reopened to traffic then NE 18th Street can be closed for reconstruction.

Through July 21, 2024, 62 of 120 working days have been charged to the project. Approximately 65% of the construction contract value has been completed. We have invoiced approximately 63% of our construction services through this period.

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P.


Mark A. Land, P.E., CFM
Vice President

Enclosures

cc: Jordan Stoermer, P.E., Snyder & Associates, Inc.
John Haldeman, P.E., Snyder & Associates, Inc.



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INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Adam Lust
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 121.0695.01 - 36

Finance Budget Code 979.3979.4210

Finance Project Code 979.4210

Vendor 990

Email

Project 121.0695.01 NE Delaware Ave Recon - NE 5th St to NE 18th St

Professional Services through July 21, 2024

Basic Services

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	643,289.67	643,289.67
Limit			643,290.00
Remaining			.33
Phase Subtotal			0.00

Additional Services

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	122,200.00	122,200.00
Limit			122,200.00
Phase Subtotal			0.00

Construction Services

	Hours	Rate	Amount
Principal Engineer II	.50	245.00	122.50
Principal Engineer I	11.75	230.00	2,702.50
Sr. Engineer	1.00	210.00	210.00
Engineer VIII	18.00	192.00	3,456.00
Project Manager VII	3.00	182.00	546.00
Engineer VI	6.00	173.00	1,038.00
Engineer II	16.50	123.00	2,029.50
Technician VIII	93.25	130.00	12,122.50
Technician VII	11.75	120.00	1,410.00
Technician II	186.75	73.00	13,632.75
Total Services	348.50		37,269.75
Total Services			37,269.75
Employee Mileage			206.36
Total Expenses			206.36

REMIT TO: SNYDER & ASSOCIATES, INC.
Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 2727 SW Snyder Blvd. | Ankeny, IA 50022

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER.ASSOCIATES.COM

Project	121.0695.01	Ank-NEDelawareAveReconNE5thSttoNE18thSt	Invoice	36
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Fleet Mileage

275.77

Billing Limits	Current	Prior	To-Date
Total Billings	37,751.88	409,881.96	447,633.84
Limit			711,800.00
Remaining			264,166.16
Phase Subtotal			\$37,751.88
Amount Due this Invoice			<u>\$37,751.88</u>

	Total	Prior	Current
Billings to Date	1,213,123.51	1,175,371.63	37,751.88

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: John Haldeman



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #21 in the amount of \$3,952.53 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements - Phase 2 project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #21

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NW Northlawn Area Utility Improvements- Phase 2
Contractor: Snyder & Associates, Inc.
Address: 2727 SW Snyder Blvd., PO Box 1159, Ankeny, IA 50023
Finance Budget Code: 33 1/3% to each acct **Finance Project Code:** 33 1/3% to each acct
610.3610.4210; 650.3650.4210; 963.3963.4210 610.4210; 650.4210; 963.4210
Vendor Project or Invoice #: 119.0975.01B **PO #**
Original Contract Date: June 7, 2021 **Vendor #** 990

Date of Council Meeting 8/5/2024 **PAYMENT REQUEST #** 21
PAYMENT PERIOD: From: 05/20/24 through: 07/21/24

Contract Summary

Original Contract Amount:	\$	54,900.00	
Net change by Change Orders: Amd #1	\$	43,500.00	
Contract Amount to Date: (line 1 ± 2)	\$	98,400.00	
Total completed and stored to date:	\$	86,760.03	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	86,760.03	
Less previous applications for payment:	\$	82,807.50	
SUBTOTAL	\$		3,952.53

OTHER CHARGES (Please attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 3,952.53

Balance to finish, including retainage: \$ 11,639.97

Contract Time Remaining (If applicable) -

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: Snyder & Associates, Inc.

Firm Name

Signature

Date

City of Ankeny Staff Approval

Signature

Date

Submit to: Matt Grgurich

Email: mgrgurich@ankenyiowa.gov Phone: 515-965-6400 Fax:

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

#	Date	Amount
1	7/22/2021	\$ 6,008.00
2	8/25/2021	\$ 9,378.00
3	9/21/2021	\$ 9,568.84
4	10/20/2021	\$ 4,811.86
5	5/25/2022	\$ 1,344.25
6	6/22/2022	\$ 3,102.25
7	10/25/2022	\$ 7,579.00
8	11/22/2022	\$ 7,683.89
9	12/21/2022	\$ 2,289.50
10	1/25/2023	\$ 2,710.50
11	2/22/2023	\$ 2,391.55
12	3/22/2023	\$ 2,455.00
13	4/18/2023	\$ 2,793.61
14	5/25/2023	\$ 2,399.48
15	6/21/2023	\$ 2,408.38
16	7/26/2023	\$ 3,024.38
17	9/20/2023	\$ 3,919.96
18	10/25/2023	\$ 1,579.55
19	3/20/2024	\$ 3,107.81
20	5/22/2024	\$ 4,251.69
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TOTAL \$ 82,807.50

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Record of Change Orders

#	Date	Amount
1	2/20/2023	\$ 43,500.00
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TOTAL		\$ <u>43,500.00</u>

Contract Time Remaining:

CONTRACT PERIOD:	CLICK TO CHOOSE
Original Contract Date:	June 7, 2021
Original Contract Time:	
Added by Change Order:	
Contract Time to Date:	0
Time Used to Date:	
Contract Time Remaining:	0



SNYDER
& ASSOCIATES

IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

July 24, 2024

Mr. Matt Grgurich
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, Iowa 50023

RE: NW NORTHLAWN AREA UTILITY IMPROVEMENTS – PHASE 2
PROGRESS REPORT NO. 21
S&A PROJECT NO. 119.0975.01B

Dear Mr. Grgurich:

This is the twenty-first progress report for the above referenced project and covers work through July 21, 2024. Our work through this period includes on call services for construction administration and construction staking.

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P.

Mark A. Land, P.E., CFM
Vice President

Enclosures

cc: Jordan Stoermer, P.E., Snyder & Associates, Inc.
John Haldeman, P.E., Snyder & Associates, Inc.



IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Matt Grgurich
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 119.0975.01B - 21

Finance Budget Code
610.3610.4210/650.3650.4210/963.3963.4210

Finance Project Code 610.4210/650.4210/963.4210

Vendor 990

Email

Project 119.0975.01B NW Northlawn Area Utility Improvements Phase 2

Professional Services through July 21, 2024

Basic Services

Phase Subtotal 0.00

Construction Services

	Hours	Rate	Amount
Principal Engineer I	.25	230.00	57.50
Engineer VIII	2.50	192.00	480.00
Project Manager VII	1.50	182.00	273.00
Technician VII	8.50	120.00	1,020.00
Technician VI	4.00	108.00	432.00
Technician IV	10.50	88.00	924.00
Technician II	10.00	73.00	730.00
Total Services	37.25		3,916.50
Total Services			3,916.50

Fleet Mileage

36.03

Phase Subtotal \$3,952.53

Billing Limits	Current	Prior	To-Date
Total Billings	3,952.53	82,807.50	86,760.03
Limit			98,400.00
Remaining			11,639.97

Amount Due this Invoice \$3,952.53

	Total	Prior	Current
Billings to Date	86,760.03	82,807.50	3,952.53

REMIT TO: SNYDER & ASSOCIATES, INC.
Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 7777 SW Snyder Blvd | Ankeny, IA 50023

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER-ASSOCIATES.COM

Project	119.0975.01B	Ank-NWNorthlawnAreaUtilityImprovPhase2	Invoice	21
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Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Jordan Stoermer



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #9 in the amount of \$3,157.30 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements - Phase 3 project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #9

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NW Northlawn Area Utility Improvements Ph 3
Contractor: Snyder & Associates, Inc
Address: 2727 SW Snyder Blvd, PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 33 1/3 to each Finance Project #: 33 1/3 to each
610.3610.4210/650.3650.4210/963.3963.4210 610.4210/650.4210/963.4210
Vendor Project #: 119.0975.01C Purchase Order #:
Original Contract Date: May 15, 2023 Vendor Account #: 990

Date of Council Meeting: August 5, 2024 Payment Application #: 9
Payment Period: From: May 20, 2024 Through: July 21, 2024

Contract Summary:

Original Contract Amount:	\$	72,350.00	
Net Change by Change Orders:	\$	43,500.00	
Contract Amount to Date: (line 1 ± 2)	\$	115,850.00	
Total Completed and Stored to Date:	\$	86,908.58	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	86,908.58	
Less Previous Applications for Payment:	\$	83,751.28	
SUBTOTAL:	\$	3,157.30	

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 3,157.30

Balance to Finish, Including Retainage: \$ 28,941.42

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:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Snyder & Associates, Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Matt Grgurich

E-mail:

mrgurich@ankenyiowa.gov

Phone Number:

515-965-6400

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	June 21, 2023	\$ 5,378.00
2	July 26, 2023	\$ 25,783.30
3	August 23, 2023	\$ 14,504.50
4	September 20, 2023	\$ 7,558.75
5	October 25, 2023	\$ 8,366.20
6	November 21, 2023	\$ 5,541.66
7	March 20, 2024	\$ 10,464.42
8	February 21, 2024	\$ 6,154.45
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 83,751.28

Record of Change Orders:

No.	Date	Amount
1	December 18, 2023	\$ 43,500.00
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CHANGE ORDER TOTAL = \$ 43,500.00

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



July 24, 2024

Mr. Matt Grgurich
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, Iowa 50023

RE: NW NORTHLAWN AREA UTILITY IMPROVEMENTS - PHASE 3
PROGRESS REPORT NO. 9
S&A PROJECT NO. 119.0975.01C

Dear Mr. Grgurich:

This is the ninth progress report for the above referenced project and covers work through July 21, 2024. Our work through this period includes construction administration and construction staking.

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P.

Mark A. Land, P.E., CFM
Vice President

MAL/jms

Enclosures

cc: Jordan Stoermer, P.E., Snyder & Associates, Inc.
John Haldeman, P.E., Snyder & Associates, Inc.



IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Matt Grgurich
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 119.0975.01C - 9

Finance Budget 610.3610.4210/650.3650.4210/963.3963.4210

Finance Project 610.4210/650.4210/963.4210

Vendor 990

Email

Project 119.0975.01C NW Northlawn Area Utility Improvements Ph 3

Professional Services through July 21, 2024

Basic Services

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	72,350.00	72,350.00
Limit			72,350.00
Phase Subtotal			0.00

Construction Services

Hourly Services

	Hours	Rate	Amount
Principal Engineer I	.25	237.00	59.25
Engineer VIII	2.50	198.00	495.00
Project Manager VII	2.00	187.00	374.00
Technician VII	10.00	124.00	1,240.00
Technician IV	7.50	91.00	682.50
Technician II	4.00	75.00	300.00
Total Services	26.25		3,150.75
			3,150.75

Fleet Mileage

6.55

Billing Limits	Current	Prior	To-Date
Total Billings	3,157.30	11,401.28	14,558.58
Limit			43,500.00
Remaining			28,941.42
Phase Subtotal			\$3,157.30

Amount Due this Invoice \$3,157.30

REMIT TO: SNYDER & ASSOCIATES, INC.
Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 2222 SW Snyder Blvd | Ankeny, IA 50022

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER ASSOCIATES.COM

Project	119.0975.01C	Ank-NWNorthlawnAreaUtilityImprovPh3	Invoice	9
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Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Jordan Stoermer



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #4 in the amount of \$23,331.00 to Snyder & Associates, Inc., for engineering services on the NW Northlawn Area Utility Improvements - Phase 4 project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #4

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NW Northlawn Area Utility Improvements Ph 4
Contractor: Snyder & Associates, Inc
Address: 2727 SW Snyder Blvd, PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 33 1/3 to each Finance Project #: 33 1/3 to each
610.3610.4210/650.3650.4210/963.3963.4210 610.4210/650.4210/963.4210
Vendor Project #: 119.0975.01D Purchase Order #:
Original Contract Date: April 1, 2024 Vendor Account #: 990

Date of Council Meeting: August 5, 2024 Payment Application #: 4
Payment Period: From: June 17, 2024 Through: July 21, 2024

Contract Summary:

Original Contract Amount:	\$	84,450.00	
Net Change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	84,450.00	
Total Completed and Stored to Date:	\$	73,548.28	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	73,548.28	
Less Previous Applications for Payment:	\$	50,217.28	
SUBTOTAL:	\$		23,331.00

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 23,331.00

Balance to Finish, Including Retainage: \$ 10,901.72

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:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Snyder & Associates, Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Matt Grgurich

E-mail:

mrgurich@ankenyiowa.gov

Phone Number:

515-965-6400

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	April 23, 2024	\$ 19,901.50
2	May 22, 2024	\$ 16,962.03
3	June 19, 2024	\$ 13,353.75
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 50,217.28

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



July 24, 2024

Mr. Matt Grgurich
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, Iowa 50023

RE: NW NORTHLAWN AREA UTILITY IMPROVEMENTS - PHASE 4
PROGRESS REPORT NO. 4
S&A PROJECT NO. 119.0975.01D

Dear Mr. Grgurich:

This is the fourth progress report for the above referenced project and covers work through July 21, 2024. Our work through this period includes final design of the final phase of the NW Northlawn Area and franchise utility coordination. This past month we addressed City comments from our preliminary submittal and submitted Check Plans on July 19, 2024. This next month we will address City Check Plan comments, prepare for DNR permits, and prepare for a public information meeting.

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P.


Mark A. Land, P.E., CFM
Vice President

MAL/jms

Enclosures

cc: Jordan Stoermer, P.E., Snyder & Associates, Inc.
John Haldeman, P.E., Snyder & Associates, Inc.



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INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Matt Grgurich
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 119.0975.01D - 4

Finance Budget Code
610.3610.4210/650.3650.4210/963.3963.4210

Finance Project Code 610.4210/650.4210/963.4210

Vendor 990

Email

Project 119.0975.01D NW Northlawn Area Utility Improvements Ph 4

Professional Services through July 21, 2024

Basic Services

Hourly Services

	Hours	Rate	Amount	
Engineer VIII	18.00	198.00	3,564.00	
Engineer II	1.00	128.00	128.00	
Engineer I	123.00	115.00	14,145.00	
Technician III	67.00	82.00	5,494.00	
Total Services	209.00		23,331.00	23,331.00
			Phase Subtotal	\$23,331.00

Billing Limits	Current	Prior	To-Date
Total Billings	23,331.00	50,217.28	73,548.28
Limit			84,450.00
Remaining			10,901.72

Amount Due this Invoice \$23,331.00

	Total	Prior	Current
Billings to Date	73,548.28	50,217.28	23,331.00

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Jordan Stoermer



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #14 in the amount of \$26,859.50 to Snyder & Associates, for engineering services on the S Ankeny Blvd Improvements SE Peterson Dr to 1st St project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #14

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: S Ankeny Blvd Improvements SE Peterson Dr to 1st St
Contractor: Snyder & Associates Inc
Address: 2727 SW Snyder Blvd, PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 886.3886.4210 Finance Project #: 886.4210
Vendor Project #: 123.0680.01 Purchase Order #:
Original Contract Date: May 15, 2023 Vendor Account #: 990

Date of Council Meeting: August 5, 2024 Payment Application #: 14
Payment Period: From: June 17, 2024 Through: July 21, 2024

Contract Summary:

Original Contract Amount:	\$	497,700.00	
Net Change by Change Orders:	\$	378,200.00	
Contract Amount to Date: (line 1 ± 2)	\$	875,900.00	
Total Completed and Stored to Date:	\$	644,828.33	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	644,828.33	
Less Previous Applications for Payment:	\$	617,968.83	
SUBTOTAL:	\$	26,859.50	

OTHER CHARGES: \$ -

CURRENT PAYMENT DUE: \$ 26,859.50

Balance to Finish, Including Retainage: \$ 231,071.67

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:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Snyder & Associates, Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Adam Lust

E-mail:

alust@ankenyiowa.gov

Phone Number:

515-963-3537

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	May 25, 2023	\$ 24,744.83
2	June 21, 2023	\$ 25,064.30
3	July 26, 2023	\$ 58,569.75
4	August 24, 2023	\$ 47,192.42
5	September 21, 2023	\$ 49,460.12
6	October 26, 2023	\$ 60,080.29
7	November 22, 2023	\$ 35,944.74
8	December 19, 2023	\$ 31,836.75
9	January 24, 2024	\$ 63,574.18
10	February 22, 2024	\$ 76,620.64
11	March 21, 2024	\$ 24,609.32
12	May 23, 2024	\$ 100,942.19
13	June 20, 2024	\$ 19,329.30
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 617,968.83

Record of Change Orders:

No.	Date	Amount
1	May 6, 2024	\$ 378,200.00
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CHANGE ORDER TOTAL = \$ 378,200.00

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



July 25, 2024

Mr. Adam Lust, P.E.
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, Iowa 50023

RE: SOUTH ANKENY BOULEVARD IMPROVEMENTS – SE PETERSON DRIVE TO
1ST STREET
PROGRESS REPORT NO. 14
S&A PROJECT NO. 123.0680.01

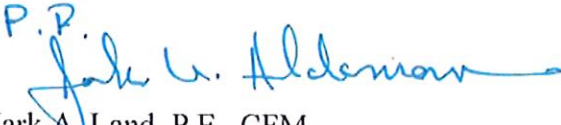
Dear Mr. Lust:

This is the fourteenth progress report for the above referenced project and covers services through July 21, 2024. Work through this period includes fiber optic design, addressing City comments and revisions to D5 (ROW design) plans, preparation of PIM exhibits, coordination with the Iowa DOT ROW design team, NEPA documentation, final design and plan preparation, and project management tasks. Work anticipated in the next month includes coordination with the Iowa DOT ROW design team, addressing D5 comments from City and Iowa DOT staff, final design tasks, PIM preparation, and project management tasks.

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P.


Mark A. Land, P.E., CFM
Vice President

Enclosures

cc: Andy Burke, P.E., Snyder & Associates, Inc.



IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

INVOICE FOR PROFESSIONAL SERVICES

July 25, 2024

Adam Lust
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 123.0680.01 - 14

Finance Budget Code 886.3886.4210

Finance Project 886.4210

Vendor 990

Email

Project 123.0680.01 South Ankeny Blvd Improvements SE Peterson Dr to 1st ST

Professional Services through July 21, 2024

Prelim Services

Hourly Services

	Hours	Rate	Amount	
Technician II	.50	73.00	36.50	
Total Services	.50		36.50	
				36.50
		Phase Subtotal		\$36.50

Basic Services

Hourly Services

	Hours	Rate	Amount	
Principal Engineer II	.50	245.00	122.50	
Principal Engineer I	2.75	230.00	632.50	
Sr. Engineer	10.25	210.00	2,152.50	
Engineer IV	43.75	149.00	6,518.75	
Engineer II	22.25	123.00	2,736.75	
Lead Technician	1.00	146.00	146.00	
Technician VIII	103.50	130.00	13,455.00	
Total Services	184.00		25,764.00	
				25,764.00
		Phase Subtotal		\$25,764.00

Additional Services

Hourly Services

	Hours	Rate	Amount	
Principal Environmental Scientist I	3.00	230.00	690.00	
Environmental Scientist II	3.00	123.00	369.00	
Total Services	6.00		1,059.00	
				1,059.00
		Phase Subtotal		\$1,059.00

Project	123.0680.01	Ank-SAnkBlvdImprovSEPetersonDrto1stST	Invoice	14
Billing Limits		Current	Prior	To-Date
Total Billings		26,859.50	617,968.83	644,828.33
Limit				875,900.00
Remaining				231,071.67

Amount Due this Invoice \$26,859.50

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Andrew Burke



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #14 in the amount of \$6,896.59 to Snyder & Associates, for engineering services on the SE Delaware Ave and SE 54th St Traffic Signal project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

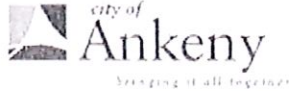
ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #14

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: SE Delaware Ave and SE 54th St Traffic Signal
Contractor: Snyder & Associates Inc
Address: 2727 SW Snyder Blvd PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 965.3965.4210 **Finance Project #** 9654210
Vendor Project or Invoice #: 123.0251.01 **PO #** N/A
Original Contract Date: February 6, 2023 **Vendor #** 990

Date of Council Meeting: August 5, 2024 **PAYMENT REQUEST #** 14
PAYMENT PERIOD: From: June 16, 2024 Through: July 21, 2024

Contract Summary

Original Contract Amount:	\$	69,300.00	
Net change by Change Orders:	\$	53,900.00	
Contract Amount to Date: (line 1 ± 2)	\$	123,200.00	
Total completed and stored to date:	\$	121,350.46	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	121,350.46	
Less previous applications for payment:	\$	114,453.87	
SUBTOTAL	\$		6,896.59

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 6,896.59

Balance to finish, including retainage: \$ 1,849.54

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:

Snyder & Associates Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Leslie Hart

E-mail:

lhart@ankenyiowa.gov

Phone:

515-965-6400

Fax:

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

No.	Date	Amount
1	February 22, 2023	\$ 6,529.48
2	March 22, 2023	\$ 6,938.80
3	April 18, 2023	\$ 14,524.20
4	May 24, 2023	\$ 22,335.65
5	September 20, 2023	\$ 9,365.96
6	October 25, 2023	\$ 6,292.28
7	November 21, 2023	\$ 3,304.81
8	December 19, 2023	\$ 4,471.78
9	January 24, 2024	\$ 4,450.75
10	March 20, 2024	\$ 7,197.71
11	April 23, 2024	\$ 8,292.66
12	May 22, 2024	\$ 10,077.54
13	June 19, 2024	\$ 10,672.25
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Previous Applications for Payment

No.	Date	Amount
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PREVIOUS PAY APP TOTAL = \$ 114,453.87

Record of Change Orders

No.	Date	Amount
1	December 4, 2023	\$ 53,900.00
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CHANGE ORDER TOTAL = \$ 53,900.00

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



July 23, 2024

Ms. Leslie Hart, P.E., PTOE
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

RE: SE DELAWARE AVENUE AND SE 54TH STREET TRAFFIC SIGNAL PROJECT
PROGRESS REPORT NO. 14
S&A PROJECT NO. 123.0251.01

Dear Ms. Hart:

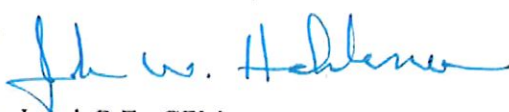
Enclosed is the 14th invoice for the above referenced project, for work performed through July 21, 2024. Services performed since the last progress report included the following:

- Coordination with MidAmerican regarding overhead wire clearance
- Continued ROW acquisition process including coordination with property owner
- Performed construction staking services
- Performed daily construction observation services
- Attended construction progress meetings and prepared meeting notes
- Prepared latest pay application and coordinated processing with Contractor and City
- Started preparation of as-built plans and files

We look forward to continuing working for the City and you on this important project. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P. 

Mark A. Land, P.E., CFM
Vice President

MAL/ajh

Enclosure



IOWA | MISSOURI | NEBRASKA | SOUTH DAKOTA | WISCONSIN

INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Leslie Hart
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 123.0251.01 - 14

965.3965.4210
965.4210

Email

Project 123.0251.01 SE Delaware Ave and SE 54h St Traffic Signal Project

Professional Services through July 21, 2024

Basic Services

Phase Subtotal 0.00

Additional Services

Hourly Services

	Hours	Rate	Amount	
Right-of-Way Agent II	.75	123.00	92.25	
Total Services	.75		92.25	92.25
			Phase Subtotal	\$92.25

Construction Services

Hourly Services

	Hours	Rate	Amount	
Sr. Engineer	.50	210.00	105.00	
Engineer IV	14.00	149.00	2,086.00	
Technician VIII	20.50	130.00	2,665.00	
Technician VII	6.50	120.00	780.00	
Technician II	15.50	73.00	1,131.50	
Total Services	57.00		6,767.50	6,767.50

Employee Mileage	6.70	
Total Expenses	6.70	6.70

Fleet Mileage

30.14

Phase Subtotal \$6,804.34

Billing Limits	Current	Prior	To-Date
Total Billings	6,896.59	114,453.87	121,350.46
Limit			123,200.00
Remaining			1,849.54

Amount Due this Invoice \$6,896.59

REMIT TO: SNYDER & ASSOCIATES, INC.
Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 2727 SW Snyder Blvd. | Ankeny IA 50023

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER-ASSOCIATES.COM

Project	123.0251.01	Ank-SEDelawareAveSE54thStTraffSignProjec	Invoice	14
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Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Andrew Houchin



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #12 in the amount of \$9,019.52 to Snyder & Associates, for engineering services on the SE Oralabor Rd & SE Creekview Dr Traffic Signal Replacement project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

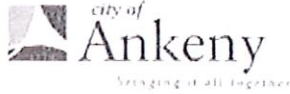
ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #12

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: SE Oralabor Rd & SE Creekview Dr Traffic Signal Replacement
Contractor: Snyder & Associates
Address: 2727 SW Snyder Blvd PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 965.3965.4210 **Finance Project #** 9654210
Vendor Project or Invoice #: 123.0135.01 **PO #** N/A
Original Contract Date: January 3, 2023 **Vendor #** 990

Date of Council Meeting: August 5, 2024 **PAYMENT REQUEST #** 12
PAYMENT PERIOD: From: April 22, 2024 Through: July 21, 2024

Contract Summary

Original Contract Amount:	\$	41,700.00	
Net change by Change Orders:	\$	83,500.00	
Contract Amount to Date: (line 1 ± 2)	\$	125,200.00	
Total completed and stored to date:	\$	125,218.23	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	125,218.23	
Less previous applications for payment:	\$	116,180.48	
SUBTOTAL	\$		9,037.75

OTHER CHARGES (Attach an itemized list) \$ (18.23)

CURRENT PAYMENT DUE \$ 9,019.52

Balance to finish, including retainage: \$ (18.23)

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:

Snyder & Associates Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Leslie Hart

E-mail:

lbubke@ankenyiowa.gov

Phone:

515-965-6400

Fax:

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

No.	Date	Amount
1	January 25, 2023	\$ 3,582.25
2	February 22, 2023	\$ 13,685.25
3	March 22, 2023	\$ 15,039.75
4	April 18, 2023	\$ 9,392.75
5	August 23, 2023	\$ 31,350.18
6	September 20, 2023	\$ 9,318.02
7	October 25, 2023	\$ 11,282.09
8	November 21, 2023	\$ 13,585.92
9	December 19, 2023	\$ 7,005.87
10	January 24, 2024	\$ 1,426.40
11	April 23, 2024	\$ 512.00
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Previous Applications for Payment

No.	Date	Amount
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PREVIOUS PAY APP TOTAL = \$ 116,180.48

Record of Change Orders

No.	Date	Amount
1	August 7, 2023	\$ 74,500.00
2	July 15, 2024	\$ 9,000.00
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CHANGE ORDER TOTAL = \$ 83,500.00

Contract Time Remaining

Contract Period:	Working Days
Construction Start Date:	January 3, 2023

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



July 23, 2024

Ms. Leslie Hart, P.E., PTOE
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

RE: SE ORALABOR RD AND SE CREEKVIEW DR TRAFFIC SIGNAL REPLACEMENT
PROGRESS REPORT NO. 12 (FINAL)
S&A PROJECT NO. 123.0135.01

Dear Ms. Hart:

Enclosed is the 12th invoice for the above referenced project, for work performed through July 21, 2024. Services performed since the last progress report included the following:

- Conducted construction progress meetings
- Performed construction observation services related to signal construction and remaining sidewalk/roadway work
- Conducted walkthrough and coordinated with contractor for punchlist completion
- Prepared final pay application and certificate of completion
- Prepared and submitted as-built plans and files
- This invoice includes previously held time that is being released following approval of Amendment #2 to the original contract at the July 15, 2024 council meeting

This will be the final invoice for this project, and it may be considered complete. Should you have any questions on this update, please feel free to contact me. We will attend the August 5, 2024, council meeting to answer any questions regarding this invoice.

Sincerely,

SNYDER & ASSOCIATES, INC.

P.P. 

Mark A. Land, P.E., CFM
Vice President

MAL/ajh

Enclosure



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INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Leslie Hart
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 123.0135.01 - 12

Finance Budget Code 965.3965.4210
Finance Project Code 965.4210 Vendor 990

Email

Project 123.0135.01 SE Oralabor Rd & SE Creekview Dr Traffic Signal Replacement

Professional Services through July 21, 2024

Basic Services

Phase Subtotal 0.00

Construction Services

Hourly Services

	Hours	Rate	Amount	
Principal Engineer II	2.50	245.00	612.50	
Engineer IV	12.25	149.00	1,825.25	
Technician VIII	33.00	130.00	4,290.00	
Technician VII	17.00	120.00	2,040.00	
Technician VI	2.50	108.00	270.00	
Total Services	67.25		9,037.75	9,037.75
		Phase Subtotal		\$9,037.75

Billing Limits	Current	Prior	To-Date	
Total Billings	9,037.75	116,180.48	125,218.23	
Limit			125,200.00	
Adjustment				-18.23

Amount Due this Invoice \$9,019.52

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Andrew Houchin

REMIT TO: SNYDER & ASSOCIATES, INC.
Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 2727 SW Snyder Blvd. | Ankeny IA 50023

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER-ASSOCIATES.COM



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Parks and Recreation

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #6 in the amount of \$4,464.75 to Snyder & Associates, Inc. for engineering services on the Watercrest Park Expansion project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #6

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Watercrest Park
Contractor: Snyder & Associates, Inc
Address: 2727 SW Snyder Blvd, PO Box 1159 Ankeny Ia 50023
Finance Budget Code: 973.2973.4210 Finance Project #: 973.4210
Vendor Project #: 124.0171.01 Purchase Order #:
Original Contract Date: January 16, 2024 Vendor Account #: 990

Date of Council Meeting: August 5, 2024 Payment Application #: 6
Payment Period: From: June 17, 2024 Through: July 21, 2024

Contract Summary:

Original Contract Amount:	\$	59,500.00	
Net Change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	59,500.00	
Total Completed and Stored to Date:	\$	51,964.75	
Retainage: <u>0</u> % of Completed Work:	\$	-	
Total Earned Less Retainage:	\$	51,964.75	
Less Previous Applications for Payment:	\$	47,500.00	
SUBTOTAL:	\$		4,464.75

OTHER CHARGES:

CURRENT PAYMENT DUE: \$ 4,464.75

Balance to Finish, Including Retainage: \$ 7,535.25

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:

Firm Name

Signature

Date

Engineer / Consultant Approval:

Snyder & Associates, Inc

Firm Name

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Submit to:

Nick Lenox

E-mail:

nlenox@ankenyiowa.gov

Phone Number:

515/963-3576

Date Printed: 7/25/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment:

No.	Date	Amount
1	February 21, 2024	\$ 8,385.95
2	March 21, 2024	\$ 12,055.60
3	April 23, 2024	\$ 10,677.75
4	May 22, 2024	\$ 11,025.50
5	June 19, 2024	\$ 5,355.20
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Previous Applications for Payment:

No.	Date	Amount
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PREVIOUS PAY APPS TOTAL = \$ 47,500.00

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



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INVOICE FOR PROFESSIONAL SERVICES

July 24, 2024

Nick Lenox
City of Ankeny
1210 NW Prairie Ridge Dr
Ankeny, IA 50023-1751

Invoice No: 124.0171.01 - 6

Finance Budget code 973.2973.4210

Finance Budget code 973.4210

Vendor 990

Email

Project 124.0171.01 Watercrest Park

Professional Services through July 21, 2024

Basic Services

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	47,500.00	47,500.00
Limit			47,500.00

Phase Subtotal 0.00

Construction Services

Hourly Services

	Hours	Rate	Amount
Land Surveyor VIII	1.00	198.00	198.00
Landscape Architect II	25.25	128.00	3,232.00
Engineer I	1.00	115.00	115.00
Technician II	11.75	75.00	881.25
Administrative II	.50	77.00	38.50
Total Services	39.50		4,464.75

4,464.75

Billing Limits

	Current	Prior	To-Date
Total Billings	4,464.75	0.00	4,464.75
Limit			12,000.00
Remaining			7,535.25

Phase Subtotal \$4,464.75

Amount Due this Invoice \$4,464.75

Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Clay Schneckloth

REMIT TO: SNYDER & ASSOCIATES, INC.
Mailing: PO Box 1159 | Ankeny, IA 50021
Physical: 2727 SW Snyder Blvd. | Ankeny IA 50023

p: 888-964-2020 | f: 515-964-7938
Federal E.I.N. 42-1379015
SNYDER-ASSOCIATES.COM



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #14 in the amount of \$7,224.58 to Strand, for engineering services on the NE 36th Street & NE 38th Street Water Main Loop project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Payment #14

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: NE 36th Street & NE 38th Street Water Main Loop
Contractor: Strand Associates, Inc
Address: 414 South 17th St, Ste 107, Ames, IA 50010
Finance Budget Code: 618.3618.4210 **Finance Project #** 618.4210
Vendor Project or Invoice #: 7020.013-7020.015 **PO #**
Original Contract Date: March 20, 2023 **Vendor #** 11377

Date of Council Meeting: August 5, 2024 **PAYMENT REQUEST #** 14
PAYMENT PERIOD: From: June 1, 2024 Through: June 30, 2024

Contract Summary

Original Contract Amount:	\$	204,000.00	
Net change by Change Orders:	\$	95,000.00	
Contract Amount to Date: (line 1 ± 2)	\$		299,000.00
Total completed and stored to date:	\$	228,425.45	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	228,425.45	
Less previous applications for payment:	\$	221,200.87	
SUBTOTAL	\$		7,224.58

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 7,224.58

Balance to finish, including retainage: \$ 70,574.55

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:

Strand Associates, Inc

Firm Name

Mitchell Holtz, P.E.

July 18, 2024

Signature

Date

City of Ankeny Staff Approval:

Arthur Wedell

7-18-24

Signature

Date

Submit to:

Don Clark, Director of Municipal Utilities

E-mail:

dclark@ankenyiowa.gov

Phone:

515-963-3529

Fax:

(515) 963-3535

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

CONTRACT PRICE DETAIL

ITEM NO.	DESCRIPTION (Include Change Order # if Applicable)	UNITS	ORIGINAL PROPOSED QUANTITY	QUANTITY CHANGE (BY CHANGE ORDER)	TOTAL QUANTITY	UNIT PRICE	EXTENDED PRICE	QUANTITY COMPLETE	VALUE OF COMPLETED WORK	REMAINING QUANTITY	PERCENT COMPLETE
1					-		\$ -		\$ -	-	0.00%
2					-		\$ -		\$ -	-	0.00%
3					-		\$ -		\$ -	-	0.00%
4					-		\$ -		\$ -	-	0.00%
5					-		\$ -		\$ -	-	0.00%
6					-		\$ -		\$ -	-	0.00%
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69					-		\$ -		\$ -	-	0.00%
70					-		\$ -		\$ -	-	0.00%
71					-		\$ -		\$ -	-	0.00%
72					-		\$ -		\$ -	-	0.00%
73					-		\$ -		\$ -	-	0.00%
74					-		\$ -		\$ -	-	0.00%
75					-		\$ -		\$ -	-	0.00%

TOTAL CONTRACT AND VALUE OF WORK COMPLETED TO DATE

\$ -

\$ -

#DIV/0!

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

Previous Applications for Payment

No.	Date	Amount
1	May 11, 2023	\$ 12,436.75
2	June 12, 2023	\$ 15,355.75
3	July 13, 2023	\$ 12,363.50
4	August 10, 2023	\$ 43,410.00
5	September 13, 2023	\$ 27,331.25
6	October 11, 2023	\$ 36,237.50
7	November 13, 2023	\$ 17,500.00
8	December 13, 2023	\$ 22,750.00
9	January 11, 2024	\$ 3,500.00
10	February 12, 2024	\$ 6,234.25
11	March 12, 2024	\$ 4,617.00
12	April 11, 2024	\$ 2,015.50
13	June 12, 2024	\$ 17,449.37
14		
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Previous Applications for Payment

No.	Date	Amount
36		
37		
38		
39		
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48		
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Record of Change Orders

No.	Date	Amount
1		
2		
3		
4		
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6		
7		
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12		
13		
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22		
23		
24		
25		

TOTAL \$ 221,200.87

TOTAL \$ -
Please update Payment Application Sheet

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: -



Strand Associates, Inc.
414 South 17th Street, Suite 107
Ames, IA 50010-8106
(515) 233-0000

Invoice

Don Clark
Director of Municipal Utilities
City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

July 11, 2024
Project No: 7020.015
Invoice No: 0213019

Professional Services: June 1, 2024 through June 30, 2024

Project	7020.015	NE 36th Street & NE 38th Street Water Main Loop - Construction Related Services
Total Labor		6,813.50
Total Expenses		411.08
Total this Invoice		\$7,224.58

TERMS: Payment is due within 30 days of the date on this invoice.

Page 1 of 1

Please Remit Payment To: Strand Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010-8106 515-233-0000



STATUS REPORT

DATE: July 9, 2024

TO: Don Clark
Municipal Utilities
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

RE: NE 36th Street and NE 38th Street Water Main Loop
Status Report and Monthly Invoice (enclosed)
PN 7020.015

In the months of June, Strand Associates provided Engineering Services and correspondence for the NE 36th Street and NE 38th Street Water Main Loop as follows:

Design & Bidding - Strand submitted permits to Polk Count for Floodplain, grading and work within right of way.

Easement Acquisition & Geotechnical Engineering Subcontracting Services - No work.

Construction-Related Services - Strand had correspondence with the Contractor, continued the shop drawing review process, put together preconstruction conference minutes, made several visits to the site to review progress and take photos, and had several iterations of correspondence with Staff.

If you have any questions or concerns, please call 515-233-0000.

Mitch Holtz, P.E



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

ACTION REQUESTED:

Motion

LEGAL:

SUBJECT:

Consider motion to approve the August 5, 2024 Accounts Payable.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 AP Recap
 AP Check Report

**CITY OF ANKENY
ACCOUNTS PAYABLE RECAP
AUGUST 5, 2024**

Fund		PAYMENTS
100	General Fund	\$ 1,122,409.46
220	Fire Gift Fund	-
233	Hotel Motel Tax Fund	625.00
240	Parks Improvements	4,246.37
250	Police Gift Fund	1,599.90
260	Road Use Tax Fund	140,030.61
270	Seizure Fund	-
280	Tax Increment Financing Fund	-
284	Economic Development Fund	-
290	Police/Fire Pension Fund	-
300	Debt Service Fund	-
430	Library Foundation Fund	20,601.70
440	Park Dedication Trust Fund	-
445	Sports Complex Foundation Fund	-
446	Ankeny Garden Club	-
448	Miracle Park Fund	2,611.00
449	Dog Park Trust Fund	-
484	Civic Trust Fund	-
491	Ankeny Foundation Fund	-
500	Solid Waste Fund	109,017.74
510	Water Fund	183,690.66
520	Water Improvement Fund	-
530	Water Sinking Fund	-
550	Sewer Fund	22,778.26
560	Sewer Improvement Fund	-
570	Sewer Sinking Fund	-
580	Stormwater Fund	14,076.93
590	Golf Course Fund	96,907.32
600-699	Enterprise Project Funds	308,834.47
710	Revolving Fund	61,069.31
720	Risk Management Fund	813,611.35
730	Health Insurance Fund	205.81
770	Sustainability Revolving Loan	-
780	Economic Development Revolving	-
790	Equipment Reserve Fund	-
800-880,890	Special Assessments Funds	-
900	BAN/Bond Activity Fund	28,707.58
882-998	Capital Projects Funds	1,069,313.08
Sub Total		\$ 4,000,336.55
Payroll Totals		3,911,005.53
Service Transfers/ACH Drafts		(427,873.67)
Agenda Payments Approved Separately		-
Grand Total		<u>\$ 7,483,468.41</u>

Honorable Mayor & City Council:

It is my recommendation that the City Council approve payment of the bills listed from funds as shown.

Nabe Schrock
City Manager

08/01/2024
Date

VENDOR SET: 01 City of Ankeny

BANK: * ALL BANKS

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
010761	AMAZON.COM CORPORATE CREDIT							
M-CHECK	AMAZON.COM CORPORATE CREUNPOST	V	7/24/2024			009933		2,660.97CR
C-CHECK	VOID CHECK	V	8/05/2024			248572		
C-CHECK	VOID CHECK	V	8/05/2024			248585		
C-CHECK	VOID CHECK	V	8/05/2024			248586		

* * 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:	4 VOID DEBITS	0.00			
	VOID CREDITS	2,660.97CR	2,660.97CR	0.00	

TOTAL ERRORS: 0

	NO		INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK:	TOTALS:	4	2,660.97CR	0.00	0.00
BANK:	TOTALS:	4	2,660.97CR	0.00	0.00

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
012160	911 REMODELING LLC							
I-1234	DRAIN REPAIRS - FD	E	8/07/2024	650.00		010056		650.00
			*** VENDOR TOTALS ***			1 CHECKS		650.00
008711	A CUT ABOVE LAWN CARE & LANDSC							
I-1029	7/6-7/12/24 NORTH ZONE MOW	R	8/05/2024	8,090.00		248472		
I-1030	NATIVE VEGETATION MOWING	R	8/05/2024	137.00		248472		
I-1032	7/13/24-7/19/24 NORTH ZONE	R	8/05/2024	8,090.00		248472		
I-1035	7/20/24-7/26/24 NORTH ZONE MOW	R	8/05/2024	8,090.00		248472		24,407.00
			*** VENDOR TOTALS ***			1 CHECKS		24,407.00
001844	A TECH INC-TCI							
I-626631	MODULE REPLACEMENT - PD	E	8/07/2024	580.00		009989		580.00
			*** VENDOR TOTALS ***			1 CHECKS		580.00
008725	A-PLUS LAWN & LANDSCAPE-ANKENY							
I-1655506	JULY MONTHLY BASIN TREATMNT	R	8/05/2024	3,890.30		248473		3,890.30
			*** VENDOR TOTALS ***			1 CHECKS		3,890.30
004997	ABSOLUTE CONCRETE CONSTRUCTION							
I-PAY 8-GTWY TRL	PAY 8-GTWY TRL/STATE/ORLABR	R	8/05/2024	575,007.70		248474		575,007.70
			*** VENDOR TOTALS ***			1 CHECKS		575,007.70
008578	ACCESS TECHNOLOGIES INC							
I-INV1597840	5/30/24-6/30/24 STATEMENT	R	8/05/2024	2,301.48		248475		2,301.48
			*** VENDOR TOTALS ***			1 CHECKS		2,301.48
000003	ACCO UNLIMITED CORP							
I-0244470-IN	POOL SUPPLIES	R	8/05/2024	880.40		248476		
I-0244508-IN	CHEMICALS - PRAC	R	8/05/2024	548.20		248476		
I-0244591-IN	CHEMICALS -CFAC	R	8/05/2024	3,482.90		248476		
I-0244592-IN	CHEMICALS - PRAC	R	8/05/2024	1,015.20		248476		
I-0244704-IN	CHEMICALS-PRAC	R	8/05/2024	810.80		248476		
I-0244752-IN	CFAC LADDER TREADS-AC	R	8/05/2024	724.65		248476		
I-0244847-IN	CHEMICALS - CFAC	R	8/05/2024	2,574.20		248476		
I-0244848-IN	CHEMICALS-PRAC	R	8/05/2024	636.00		248476		
I-0244898-IN	CHEMICALS-PRAC	R	8/05/2024	83.00		248476		
I-0244911-IN	REAGENTS-CFAC	R	8/05/2024	85.20		248476		
I-0244998-IN	CHEMICALS-PRAC	R	8/05/2024	933.20		248476		
I-0245032-IN	PROBES -PRAC	R	8/05/2024	820.00		248476		12,593.75
			*** VENDOR TOTALS ***			1 CHECKS		12,593.75
000164	G & S HARDWARE INC							
I-210172/2	MAILBOX LOCKS - PD	R	8/05/2024	38.97		248477		
I-210194/2	ORING -PD	R	8/05/2024	2.98		248477		41.95
			*** VENDOR TOTALS ***			1 CHECKS		41.95

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000974	ACME TOOLS							
I-12983374	DRILL BITS - STREETS	R	8/05/2024	83.98		248478		
I-13040666	TOOLS - TRAFFIC	R	8/05/2024	399.99		248478		483.97
	*** VENDOR TOTALS ***					1 CHECKS		483.97
005541	ACUSHNET COMPANY							
I-918457293	MERCAHNDISE FOR RESALE	R	8/05/2024	14.70		248479		
I-918477111	MERCAHNDISE FOR RESALE	R	8/05/2024	51.45		248479		
I-918477694	MERCAHNDISE FOR RESALE	R	8/05/2024	148.00		248479		
I-918495318	MERCAHNDISE FOR RESALE-OC	R	8/05/2024	51.45		248479		
I-918495793	MERCAHNDISE FOR RESALE-OC	R	8/05/2024	426.98		248479		
I-918505552	MERCAHNDISE FOR RESALE-OC	R	8/05/2024	58.80		248479		
I-918525464	MERCAHNDISE FOR RESALE	R	8/05/2024	2,198.50		248479		
I-918525696	MERCAHNDISE FOR RESALE	R	8/05/2024	253.26		248479		
I-918533048	MERCAHNDISE FOR RESALE	R	8/05/2024	110.25		248479		
I-918533612	MERCAHNDISE FOR RESALE-OC	R	8/05/2024	70.61		248479		
I-918533613	MERCAHNDISE FOR RESALE-OC	R	8/05/2024	1,303.63		248479		
I-918533614	MERCAHNDISE FOR RESALE-OC	R	8/05/2024	118.88		248479		
I-918546735	MERCAHNDISE FOR RESALE	R	8/05/2024	391.44		248479		
I-918557458	MERCAHNDISE FOR RESALE	R	8/05/2024	999.00		248479		
I-918575804	MERCAHNDISE FOR RESALE	R	8/05/2024	100.36		248479		6,297.31
	*** VENDOR TOTALS ***					1 CHECKS		6,297.31
000315	JERRY AGAN							
I-07/29/24 PLANS	7/29/24 PLANS EXAMINER	R	8/05/2024	240.00		248480		240.00
	*** VENDOR TOTALS ***					1 CHECKS		240.00
000026	AHLERS & COONEY PC							
I-869998	SVCS 7/15/24 BOND RELATED SVCS	E	8/07/2024	90.00		009963		
I-869999	SVCS 7/15/24 2024A GO BONDS	E	8/07/2024	28,707.58		009963		
I-870000	SVCS 7/15/24 2024B WATER BONDS	E	8/07/2024	19,307.58		009963		48,105.16
	*** VENDOR TOTALS ***					1 CHECKS		48,105.16
000226	AIRGAS NORTH CENTRAL INC							
I-5508672574	CYLINDER RENTALS - MU	R	8/05/2024	4.80		248481		
I-5508672793	CYLINDER RENTALS - CG	R	8/05/2024	67.20		248481		
I-5508672795	OXYGEN - FD	R	8/05/2024	100.80		248481		
I-9151639216	OXYGEN - FD	R	8/05/2024	85.87		248481		258.67
	*** VENDOR TOTALS ***					1 CHECKS		258.67
000032	ALL MAKES OFFICE INTERIORS							
I-311943	OFFICE CHAIR - PD	E	8/07/2024	541.50		009964		541.50
	*** VENDOR TOTALS ***					1 CHECKS		541.50

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
003513	ALL PRO SERVICENTER							
I-0044970	UNIT #76 REPAIRS	R	8/05/2024	69.53		248482		69.53
			*** VENDOR TOTALS ***			1 CHECKS		69.53
000875	ALL STAR PRO GOLF INC							
I-S036369	STOCK MERCH FOR RESALE-OC	R	8/05/2024	251.55		248483		251.55
			*** VENDOR TOTALS ***			1 CHECKS		251.55
009262	AMAZON CAPITAL SERVICES INC							
C-17MM-V47K-1XMD	CR: MULTIMEDIA	E	8/07/2024	21.94CR		010027		
C-1Y34-4FPC-DYNX	CR: MULTIMEDIA	E	8/07/2024	0.11CR		010027		
C-1YV4-J4MJ-66PV	CR: MULTIMEDIA	E	8/07/2024	3.56CR		010027		
I-117F-Y4RP-F6TP	MISC BOOKS - KL	E	8/07/2024	16.63		010027		
I-11K6-VGXD-HYT7	MULTIMEDIA	E	8/07/2024	19.96		010027		
I-11WX-WXM1-L9LX	MULTIMEDIA	E	8/07/2024	33.84		010027		
I-11WY-NC7H-HQ74	MISC BOOKS-KL	E	8/07/2024	337.58		010027		
I-13HG-6GNQ-6TRL	MULTIMEDIA-KL	E	8/07/2024	144.77		010027		
I-13RW-DLDT-K7QG	STAPLER - PW	E	8/07/2024	15.38		010027		
I-14HL-J3CT-D37F	MULTIMEDIA - KL	E	8/07/2024	120.70		010027		
I-1611-TNQ7-43YV	EAR PLUGS - CG	E	8/07/2024	119.94		010027		
I-164K-J16J-N4VK	MULTIMEDIA	E	8/07/2024	20.65		010027		
I-16KY-R4GF-C6WR	LAMINATING FILM/BATTERY-KL	E	8/07/2024	134.98		010027		
I-174M-XKY4-KYJR	BUBBLES/PLATES/MISC - KL	E	8/07/2024	45.62		010027		
I-1799-RJ3G-MXXR	MISC BOOKS - KL	E	8/07/2024	25.94		010027		
I-17CH-W93J-X7JH	MULTIMEDIA - KL	E	8/07/2024	141.65		010027		
I-17G1-1D46-LTTY	UTILITY CART - PD	E	8/07/2024	158.10		010027		
I-17GP-PJ9V-M6GC	MULTIMEDIA	E	8/07/2024	22.95		010027		
I-17PY-R19X-7HH3	MISC BOOKS - KL	E	8/07/2024	230.09		010027		
I-196T-T34C-QDCH	MULTIMEDIA-KL	E	8/07/2024	239.87		010027		
I-197R-3L3V-34PN	MULTIMEDIA	E	8/07/2024	40.61		010027		
I-19R4-RYTT-F4FV	MULTIMEDIA - KL	E	8/07/2024	22.05		010027		
I-1CGC-PWJ9-4PGT	TUBE FITTINGS - CG	E	8/07/2024	8.79		010027		
I-1CPN-MPVM-KC39	JUMP STARTER - PD	E	8/07/2024	130.66		010027		
I-1CRY-X9YH-VQVP	MULTIMEDIA	E	8/07/2024	19.96		010027		
I-1D1W-644F-WQ3H	MULTIMEDIA	E	8/07/2024	130.69		010027		
I-1D6J-LN9W-X4FF	MISC BOOKS	E	8/07/2024	21.98		010027		
I-1DRC-GYYL-NCCP	PORTABLE STORAGE DEVICE - PD	E	8/07/2024	27.97		010027		
I-1DRH-G7NF-7DLJ	MULTIMEDIA	E	8/07/2024	30.45		010027		
I-1DTV-XP7D-FFPQ	MISC BOOKS-KL	E	8/07/2024	494.90		010027		
I-1F7J-1PTF-6H3K	DIAPHRAGM ASSMBLY-PKS	E	8/07/2024	40.12		010027		
I-1F7V-CYT9-M1RJ	BOOK CLUB BOOKS - KL	E	8/07/2024	331.80		010027		
I-1FGF-FF49-L3FG	AIRTAG - K9 SANDY	E	8/07/2024	78.99		010027		
I-1FMV-HMM4-1XX6	MULTIMEDIA	E	8/07/2024	109.80		010027		
I-1FVG-VY6R-CDL1	MULTIMEDIA-KL	E	8/07/2024	26.95		010027		
I-1FWX-CHMC-R7CG	TEMP SENSOR REPLACE - FD	E	8/07/2024	55.88		010027		
I-1G6H-HR9Q-D6YM	HEADPHONES - MU	E	8/07/2024	37.58		010027		
I-1GFG-FF49-WY93	MISC BOOKS - KL	E	8/07/2024	293.57		010027		
I-1GNP-QLFT-JMYR	FOOTBALL BELTS - P&R	E	8/07/2024	118.47		010027		

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-1GQV-V7MK-WX3Y	MOUSE PAD/TAPE/ORGANIZER-PSB	E	8/07/2024	21.23		010027		
I-1H9X-KP9M-3GK3	MULTIMEDIA-KL	E	8/07/2024	21.16		010027		
I-1HD7-N7HX-KPKW	TABLE COVER - KL	E	8/07/2024	199.80		010027		
I-1J13-M943-THLQ	MISC BOOKS - KL	E	8/07/2024	11.99		010027		
I-1JGH-RLMJ-19YJ	CAMERA/FILM - KL	E	8/07/2024	172.98		010027		
I-1JKJ-6FMC-NDGP	MULTIMEDIA - KL	E	8/07/2024	132.55		010027		
I-1KGG-TYMV-PK7L	MULTIMEDIA	E	8/07/2024	27.99		010027		
I-1KJ7-P1H6-3YK1	STICKERS/SUPPLIES/HOLDER-KL	E	8/07/2024	227.07		010027		
I-1KNX-7WVM-LPTG	MULTIMEDIA	E	8/07/2024	217.07		010027		
I-1KWV-M3R7-TY1F	MISC BOOKS -KL	E	8/07/2024	18.99		010027		
I-1LDG-QNL7-4HLH	TABLET MOUNT - MU	E	8/07/2024	79.19		010027		
I-1LV4-7Q4Y-9XL3	MULTIMEDIA-KL	E	8/07/2024	20.99		010027		
I-1LXC-KVGJ-P1TC	MULTIMEDIA -KL	E	8/07/2024	52.24		010027		
I-1LYT-JDQ1-1GD4	CABLE MANAGEMENT-PD	E	8/07/2024	24.23		010027		
I-1MY6-CNV1-TMVM	MULTIMEDIA	E	8/07/2024	222.57		010027		
I-1NC3-4NFV-XHHH	MULTIMEDIA	E	8/07/2024	53.27		010027		
I-1NTG-GDYK-34D6	MULTIMEDIA-KL	E	8/07/2024	42.97		010027		
I-1PQJ-NKYC-JXFX	FLASHLIGHTS/DISPLAY CASES-PD	E	8/07/2024	826.17		010027		
I-1PVN-DWVQ-7WCH	LAUNDRY BAGS- P&R	E	8/07/2024	156.20		010027		
I-1QGQ-3MW6-X96X	MISC BOOKS - KL	E	8/07/2024	15.29		010027		
I-1QJW-YL31-WM6D	MISC BOOKS - KL	E	8/07/2024	243.34		010027		
I-1QLH-FNXL-DP7J	MAGNETIC LOCATOR-PRSC	E	8/07/2024	555.99		010027		
I-1QXF-W4CN-4HVT	MULTIMEDIA - KL	E	8/07/2024	24.95		010027		
I-1R1Y-N49R-DNYM	GREASE GUN - PRSC	E	8/07/2024	177.27		010027		
I-1R4Y-PHTW-WHJD	MULTIMEDIA	E	8/07/2024	119.76		010027		
I-1RF6-MJG9-1FQ3 (1)	CARSEATS	E	8/07/2024	300.00		010027		
I-1RF6-MJG9-1FQ3 (2)	CARSEATS	E	8/07/2024	1,299.90		010027		
I-1RFM-PM99-NF6L	ROTARY CUTTER-KL	E	8/07/2024	29.89		010027		
I-1TCH-JNWW-V371	FLASH DRIVES - PD	E	8/07/2024	124.40		010027		
I-1TKW-RH7L-9CCD	DRAWSTRING BAGS -P&R	E	8/07/2024	117.58		010027		
I-1TMK-HXXQ-6RK6	MOUSE TRAPS -PD	E	8/07/2024	29.98		010027		
I-1TYF-XKYL-N3F3	GEAR BAGS - FD	E	8/07/2024	52.59		010027		
I-1V4F-FTWP-LDHK	CABLES/KEYCHAIN/BANDAGES-P&R	E	8/07/2024	50.40		010027		
I-1VJJ-R7J1-Q76D	TRAFFIC CONTROL MANUAL - ENG	E	8/07/2024	215.84		010027		
I-1W9W-X11C-LF9V	TIE DOWN STRAPS - PD	E	8/07/2024	67.08		010027		
I-1WG9-4NMV-HL6Q	MULTIMEDIA-KL	E	8/07/2024	168.48		010027		
I-1WVP-1GNR-3RP6	MULTIMEDIA	E	8/07/2024	109.80		010027		
I-1X7M-WLQH-RT7D	MISC BOOKS-KL	E	8/07/2024	103.79		010027		
I-1X7Q-194P-D6WK	MISC BOOKS - KL	E	8/07/2024	338.30		010027		
I-1XQX-T4VG-CR7F	MISC BOOKS - KL	E	8/07/2024	250.31		010027		
I-1Y1X-KXL6-JNVP	MISC BOOKS/SUPPLIES - KL	E	8/07/2024	48.68		010027		
I-1Y1X-KXL6-VM4J	MULTIMEDIA-KL	E	8/07/2024	22.97		010027		
I-1Y66-YM4H-3YGR	MULTIMEDIA	E	8/07/2024	45.90		010027		
I-1Y96-WFW1-1XKN	MULTIMEDIA-KL	E	8/07/2024	103.36		010027		
I-1YMP-4CHW-JVXH	THERMAL ROLL - KL	E	8/07/2024	305.76		010027		11,274.53
*** VENDOR TOTALS ***						1 CHECKS		11,274.53

VENDOR SET: 01 City of Ankeny

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
007835	AMERICAN RED CROSS-TRAINING SV							
I-22707015	07/03/24 LIFEGUARDING CLASS	R	8/05/2024	414.00		248484		414.00
	*** VENDOR TOTALS ***					1 CHECKS		414.00
012162	LOWELL ANDERSON							
I-07/10/2024	MAILBOX REPLACEMENT EXPENSES	R	8/05/2024	14.33		248485		14.33
	*** VENDOR TOTALS ***					1 CHECKS		14.33
002676	ANIMAL RESCUE LEAGUE							
I-INV0170	JUNE 2024 SERVICES	E	8/07/2024	1,750.00		009998		1,750.00
	*** VENDOR TOTALS ***					1 CHECKS		1,750.00
011996	ANKENY HARDWARE STORE LLC							
I-1135289	METAL/FLAP/WHEEL - PW	E	8/07/2024	70.47		010051		
I-1135372	#120 #121 PARTS	E	8/07/2024	19.96		010051		
I-1135373	#115 #123 PARTS	E	8/07/2024	19.96		010051		
I-1135409	FORKLIFT TANK FILL - STREETS	E	8/07/2024	37.99		010051		
I-1135428	TOILET BRUSH-PKS	E	8/07/2024	14.99		010051		
I-1135533	HILLMAN - PRSC	E	8/07/2024	2.16		010051		
I-1135734	VINYL/NUMBERS - OCM	E	8/07/2024	3.63		010051		
I-1135838	HILLMAN - OCM	E	8/07/2024	4.12		010051		173.28
	*** VENDOR TOTALS ***					1 CHECKS		173.28
004201	TSJM TOWING SERVICE LLC							
I-24-61693	TOW/HOOK FEE - PD	R	8/05/2024	675.25		248486		
I-24-61874	EMERGENCY TOW/HOOK FEE	R	8/05/2024	75.00		248486		
I-24-61886	TOW/HOOK FEE - PD	R	8/05/2024	75.00		248486		825.25
	*** VENDOR TOTALS ***					1 CHECKS		825.25
001270	ANKENY VOLLEYBALL ASSOCIATION							
I-07/2024 MAD HATTER	07/2024 MAD HATTER	R	8/05/2024	476.18		248487		476.18
	*** VENDOR TOTALS ***					1 CHECKS		476.18
000057	ARNOLD MOTOR SUPPLY							
C-15CR015419	CR: UNIT #741 PARTS	R	8/05/2024	48.00CR		248488		
C-15CR015444	CR: UNIT #105 PARTS	R	8/05/2024	24.00CR		248488		
C-15CR015499	CR: UNIT #113 PARTS	R	8/05/2024	48.00CR		248488		
C-15CR015508	CR: UNIT #235 PARTS	R	8/05/2024	24.00CR		248488		
I-15NV184505	UNIT #741 PARTS	R	8/05/2024	346.38		248488		
I-15NV184524	UNIT #923 PARTS	R	8/05/2024	172.41		248488		
I-15NV184600	UNIT #105 PARTS	R	8/05/2024	267.34		248488		
I-15NV184737	UNIT 801 ENGINE OIL FILTER	R	8/05/2024	6.17		248488		
I-15NV184884	TRANSMISSION JACK - CG	R	8/05/2024	984.99		248488		
I-15NV185041	UNIT #98 PARTS	R	8/05/2024	185.14		248488		
I-15NV185290	UNIT #235 PARTS	R	8/05/2024	373.38		248488		
I-15NV185424	UNIT #113 PARTS	R	8/05/2024	439.81		248488		
I-15NV185448	UNIT #235 PARTS	R	8/05/2024	265.43		248488		
I-15NV185613	UNIT #653 PARTS	R	8/05/2024	49.98		248488		
I-15NV185707	MINI LAMP - CG	R	8/05/2024	10.60		248488		2,957.63
	*** VENDOR TOTALS ***					1 CHECKS		2,957.63

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002625	PHILIP L ASCHEMAN PHD							
I-7/29/2024	PRE-EMP PSYCH EVALS - PD	R	8/05/2024	470.00		248489		470.00
	*** VENDOR TOTALS ***					1 CHECKS		470.00
002549	ATLANTIC BOTTLING COMPANY							
I-4642936	BEVERAGES FOR RESALE-CFAC	R	8/05/2024	910.20		248490		
I-4644483	BEVERAGES FOR RESALE-HAWKEYE	R	8/05/2024	941.40		248490		
I-4644510	BEVERAGES FOR RESALE-OC	R	8/05/2024	431.31		248490		
I-4654620	BEVERAGES FOR RESALE-CFAC	R	8/05/2024	1,091.76		248490		
I-4654625	BEVERAGES FOR RESALE-PRAC	R	8/05/2024	274.20		248490		
I-4655198	BEVERAGES FOR RESALE-OC	R	8/05/2024	639.15		248490		
I-4655742	BEVERAGES FOR RESALE-HAWKEYE	R	8/05/2024	154.50		248490		
I-4665546	BEVERAGES FOR RESALE - OC	R	8/05/2024	948.79		248490		
I-4666322	BEVERAGES FOR RESALE - HAWKEYE	R	8/05/2024	60.00		248490		5,451.31
	*** VENDOR TOTALS ***					1 CHECKS		5,451.31
006249	AUTO ZONE PARTS INC							
I-3945923794	UNIT #672 PARTS	R	8/05/2024	98.99		248491		
I-3945923831	FD BOAT PARTS	R	8/05/2024	39.59		248491		
I-3945929427	UNIT #740 PARTS	R	8/05/2024	39.58		248491		178.16
	*** VENDOR TOTALS ***					1 CHECKS		178.16
000067	BAKER & TAYLOR INC							
I-2038406435	MISC BOOKS - KL	E	8/07/2024	795.60		009965		
I-2038417910	MISC BOOKS - KL	E	8/07/2024	312.25		009965		
I-2038420770	MISC BOOKS - KL	E	8/07/2024	2,739.89		009965		
I-2038427544	MISC BOOKS - KL	E	8/07/2024	726.50		009965		
I-2038434329	MISC BOOKS-KL	E	8/07/2024	489.36		009965		
I-2038441841	MISC BOOKS - KL	E	8/07/2024	391.98		009965		
I-2038446614	MISC BOOKS - KL	E	8/07/2024	942.15		009965		6,397.73
	*** VENDOR TOTALS ***					1 CHECKS		6,397.73
009922	ROBERT BALL							
I-04/08/24-05/21/24	4/8-5/21/24 MEALS	E	8/07/2024	195.98		010062		195.98
	*** VENDOR TOTALS ***					1 CHECKS		195.98
008283	BEISSER'S INC							
I-0001267717-001	RAILING - MIRACLE PARK	R	8/05/2024	415.80		248492		
I-0001267780-001	RAILING -MIRACLE PARK	R	8/05/2024	203.49		248492		619.29
	*** VENDOR TOTALS ***					1 CHECKS		619.29
010368	AMANDA BELLIS							
I-07/2024FITNESS	07/2024 FITNESS REIMBURSEMENT	E	8/07/2024	187.81		010063		187.81
	*** VENDOR TOTALS ***					1 CHECKS		187.81

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006349	HY-VEE INC-BDI							
I-76604	ALCOHOL FOR RESALE-OC	R	8/05/2024	594.60		248493		
I-77138	ALCOHOL FOR RESALE-OC	R	8/05/2024	1,558.14		248493		2,152.74
	*** VENDOR TOTALS ***					1 CHECKS		2,152.74
007073	BIOBAG AMERICAS INC							
I-INV506369	DOG WASTE BAGS-PKS	R	8/05/2024	1,644.00		248494		1,644.00
	*** VENDOR TOTALS ***					1 CHECKS		1,644.00
005950	BLACKSTONE AUDIO INC							
I-2161323	MULTIMEDIA/SHELF SVCS-KL	R	8/05/2024	31.74		248495		
I-2161994	SHELF SVCS-KL	R	8/05/2024	1,143.42		248495		
I-2163179	MULTIMEDIA/SHELF SVCS-KL	R	8/05/2024	37.94		248495		1,213.10
	*** VENDOR TOTALS ***					1 CHECKS		1,213.10
003947	BOB BROWN GMC INC							
I-43050	UNIT #272 PARTS	E	8/07/2024	218.68		010002		218.68
	*** VENDOR TOTALS ***					1 CHECKS		218.68
007515	EFFLUENT INC							
I-I10161	7/9/24 GREASE TRAP -ACC	R	8/05/2024	225.00		248496		
I-I10250	06/19/24-07/18/24 RENTALS-PRSC	R	8/05/2024	598.00		248496		823.00
	*** VENDOR TOTALS ***					1 CHECKS		823.00
005174	BOUND TREE MEDICAL LLC							
I-85405613	EMS SUPPLIES - FD	R	8/05/2024	97.42		248497		
I-85413794	EMS SUPPLIES	R	8/05/2024	1,059.76		248497		
I-85417424	EMS SUPPLIES - FD	R	8/05/2024	969.30		248497		
I-85417425	EMS SUPPLIES - FD	R	8/05/2024	326.02		248497		
I-85419067	EMS SUPPLIES - FD	R	8/05/2024	381.94		248497		2,834.44
	*** VENDOR TOTALS ***					1 CHECKS		2,834.44
011503	KRISTIN BRADY							
I-7/26/24	STORMWATER BMP REIMBURSEMENT	R	8/05/2024	1,428.10		248498		1,428.10
	*** VENDOR TOTALS ***					1 CHECKS		1,428.10
000127	BRICK GENTRY PC							
I-425066	06/25/2024 STATEMENT 224.008	R	8/05/2024	480.00		248499		
I-425067	6/25/2024 STATEMENT 224.017	R	8/05/2024	300.00		248499		
I-425068	6/25/2024 STATEMENT 224.001	R	8/05/2024	4,575.00		248499		
I-425071	6/25/2024 STATEMENT 224.010	R	8/05/2024	180.00		248499		
I-425072	6/25/2024 STATEMENT 224.003	R	8/05/2024	75.00		248499		
I-425073	6/25/2024 STATEMENT 224.004	R	8/05/2024	975.00		248499		
I-425076	6/25/2024 STATEMENT 224.014	R	8/05/2024	75.00		248499		6,660.00
	*** VENDOR TOTALS ***					1 CHECKS		6,660.00

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010861	CALIBER HOLDINGS LLC							
I-1454004112	UNIT #314 REPAIRS	E	8/07/2024	960.47		010039		960.47
			*** VENDOR TOTALS ***			1 CHECKS		960.47
011704	RIGHTY TIGHTY VENTURES							
I-07/19/2024CAMP	FY25 BRAINIAC CAMP JULY15-19	E	8/07/2024	3,240.00		010047		
I-07/2024CAMP	FY25 BRAINIAC JULY 8-12	E	8/07/2024	3,600.00		010047		6,840.00
			*** VENDOR TOTALS ***			1 CHECKS		6,840.00
011669	CAMPBELL SUPPLY CO INC							
I-INV-00530776	SHOP EQUIPMENT - CG	R	8/05/2024	656.95		248500		
I-INV-00545230	MILWAUKEE TOOLS NEW ENGINES	R	8/05/2024	7,761.22		248500		8,418.17
			*** VENDOR TOTALS ***			1 CHECKS		8,418.17
000385	CAPITAL CITY EQUIPMENT CO							
I-47567D	UNIT #234 PARTS	E	8/07/2024	19.85		009974		
I-47767D	UNIT #234 PARTS	E	8/07/2024	91.79		009974		111.64
			*** VENDOR TOTALS ***			1 CHECKS		111.64
000453	CARQUEST AUTO PARTS							
I-2330-838194	UNIT #125 PARTS	R	8/05/2024	163.52		248501		163.52
			*** VENDOR TOTALS ***			1 CHECKS		163.52
004321	CARROLL DISTRIBUTING & CONSTRU							
I-DM173186	STREET SUPPLIES - PW	E	8/07/2024	247.22		010004		247.22
			*** VENDOR TOTALS ***			1 CHECKS		247.22
005278	CDW GOVERNMENT							
I-SH54372	CROWDSTRIKE FIREWALL	E	8/07/2024	1,297.00		010009		1,297.00
			*** VENDOR TOTALS ***			1 CHECKS		1,297.00
004613	CENTRAL IOWA DISTRIBUTING							
I-01010774	JANITORIAL SUPPLIES	E	8/07/2024	1,488.00		010007		1,488.00
			*** VENDOR TOTALS ***			1 CHECKS		1,488.00
011409	CENTRAL MCGOWAN INC							
I-0000316600	BEVERAGES FOR RESALE - OC	E	8/07/2024	33.00		010041		33.00
			*** VENDOR TOTALS ***			1 CHECKS		33.00
003072	QWEST CORPORATION							
I-07/04/2024	07/2024 STATEMENT - TRAFFIC	R	8/05/2024	100.89		248502		100.89
			*** VENDOR TOTALS ***			1 CHECKS		100.89

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011576	CINTAS CORPORATION							
I-4196879528	6/25/24 SVCS - STREETS	R	8/05/2024	428.58		248503		
I-4197684729	7/02/24 SVCS - STREETS	R	8/05/2024	428.58		248503		
I-4198161147	7/08/24 SVCS - WASTEWATER	R	8/05/2024	156.85		248503		
I-4198164025	MAT RENTAL-ACC	R	8/05/2024	58.13		248503		
I-4198326850	7/09/24 SVCS - WATER	R	8/05/2024	210.14		248503		
I-4198326851	7/09/24 SVCS - STREETS	R	8/05/2024	428.58		248503		
I-4198327022	MAT /UNIFORM RENTAL- PKS	R	8/05/2024	125.69		248503		
I-4198625310	BANQUET SUPPLY RENTALS-OC	R	8/05/2024	124.31		248503		
I-4198879395	7/15/24 SVCS - WASTEWATER	R	8/05/2024	156.85		248503		
I-4198881793	MAT RENTAL - ACC	R	8/05/2024	58.13		248503		
I-4199042613	MAT/UNIFORM RENTAL-OCM	R	8/05/2024	81.27		248503		
I-4199044286	7/16/24 SVCS - WATER	R	8/05/2024	210.14		248503		
I-4199044347	MAT/UNIFORM RENTAL-PKS	R	8/05/2024	125.69		248503		
I-4199044382	7/16/24 SVCS - STREETS	R	8/05/2024	443.77		248503		
I-4199193976	MAT RENTALS - KL	R	8/05/2024	149.84		248503		
I-4199255090	BANQUET SUPPLY RNTLS-OC	R	8/05/2024	124.31		248503		
I-4199586827	MAT RENTAL - ACC	R	8/05/2024	58.13		248503		
I-4199743770	UNIFORM RENTALS-OCM	R	8/05/2024	72.16		248503		
I-4199750099	MAT/UNIFORM RENTALS-PKS	R	8/05/2024	125.69		248503		
I-4200041356	BANQUET SUPPLY RENTALS -OC	R	8/05/2024	214.78		248503		3,781.62
*** VENDOR TOTALS ***						1 CHECKS		3,781.62
011759	CITY OF DAVENPORT							
I-1335527	FY24 METRO COALITION ASSESSMNT	R	8/05/2024	4,752.09		248504		4,752.09
*** VENDOR TOTALS ***						1 CHECKS		4,752.09
009007	CITY OF WAUKEE							
I-07/11/2024BUS	WWI MUSEUM BUS TRIP	R	8/05/2024	2,270.81		248505		2,270.81
*** VENDOR TOTALS ***						1 CHECKS		2,270.81
011531	CIVICPLUS, LLC							
I-302743	WEBSITE CONTRACT	E	8/07/2024	13,007.59		010043		13,007.59
*** VENDOR TOTALS ***						1 CHECKS		13,007.59
011867	JOHN CLARK							
I-07/2024 AFD30079	PATIENT REFUND - FD	R	8/05/2024	257.20		248506		257.20
*** VENDOR TOTALS ***						1 CHECKS		257.20
001732	ROGER CLEVELAND GOLF CO INC							
I-8015426 SO	SPECIAL ORDER MERCH-OC	R	8/05/2024	146.13		248507		
I-8037333 SO	MERCH FOR RESALE - OC	R	8/05/2024	906.98		248507		1,053.11
*** VENDOR TOTALS ***						1 CHECKS		1,053.11

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007852	LEE COLE							
I-07/16/24-07/18/24	7/16-7/18 MAGIC CAMP	R	8/05/2024	320.00		248508		320.00
			*** VENDOR TOTALS ***			1 CHECKS		320.00
007600	COMMERCIAL SERVICE INNOVATION							
I-65146062624	ICE MACHINE REPAIRS-PRAC	E	8/07/2024	661.50		010019		661.50
			*** VENDOR TOTALS ***			1 CHECKS		661.50
008899	COMPUTER PROJECTS OF ILLINOIS							
I-24-07-14ME	OPEN FOX LICENSE & MAINT	R	8/05/2024	1,386.00		248509		1,386.00
			*** VENDOR TOTALS ***			1 CHECKS		1,386.00
002566	CONSTRUCTION & AGGREGATE							
I-0378006-IN	STREET SUPPLIES - PW	E	8/07/2024	170.00		009997		170.00
			*** VENDOR TOTALS ***			1 CHECKS		170.00
002992	CONSTRUCTION MATERIALS TESTING							
I-51201	CYLINDER BREAKS	E	8/07/2024	300.00		009999		
I-51351	INSPECTION SVS FS#4	E	8/07/2024	1,486.50		009999		1,786.50
			*** VENDOR TOTALS ***			1 CHECKS		1,786.50
002559	CONSUMERS ENERGY							
I-06/01/24-06/30/24	07/10/24 STATEMENT-JUNE SVC	E	8/07/2024	2,648.42		009996		2,648.42
			*** VENDOR TOTALS ***			1 CHECKS		2,648.42
009277	CONVERGE ONE INC							
I-INV1015061	VEEAM BACKUP RENEWAL	E	8/07/2024	7,695.00		010028		7,695.00
			*** VENDOR TOTALS ***			1 CHECKS		7,695.00
009110	PAIRADOCS P C							
I-435711	07/18/24 EXAM - CHARLIE	R	8/05/2024	266.84		248510		266.84
			*** VENDOR TOTALS ***			1 CHECKS		266.84
010200	CRITICAL MENTION, INC.							
I-2024-21986	MEDIA TRACKING TOOL	E	8/07/2024	3,150.00		010036		3,150.00
			*** VENDOR TOTALS ***			1 CHECKS		3,150.00
003533	5 TRAILS INC							
I-19170	MEDALS/PLAQUES-P&R	R	8/05/2024	946.40		248511		946.40
			*** VENDOR TOTALS ***			1 CHECKS		946.40
000146	CENTURY HOMES CO							
I-79367IN	CHALK-PRSC	R	8/05/2024	1,064.00		248512		
I-80075IN	AG ITEMS -PKS	R	8/05/2024	483.10		248512		
I-80306IN	HERBICIDE /CHEMICALS - PRSC	R	8/05/2024	870.25		248512		
I-80308IN	ROW SUPPLIES - STREETS	R	8/05/2024	150.00		248512		
I-80364IN	ALGAECIDE & TRICURE-OCM	R	8/05/2024	1,217.62		248512		
I-80417IN	GRASS SEED -PKS	R	8/05/2024	135.00		248512		3,919.97
			*** VENDOR TOTALS ***			1 CHECKS		3,919.97

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001003	ED DANIELS							
I-117819	FILTERS - OC	E	8/07/2024	373.72		009986		
I-117820	FILTERS-FD	E	8/07/2024	68.29		009986		
I-117821	FILTERS - PD	E	8/07/2024	464.53		009986		906.54
	*** VENDOR TOTALS ***					1 CHECKS		906.54
003099	DELL MARKETING L P							
I-10759644239	LAPTOP - TRFC	R	8/05/2024	922.95		248513		
I-10759801420	ANPD88 - MDT	R	8/05/2024	2,259.49		248513		
I-10761898571	ANFD103 MDT LAPTOP	R	8/05/2024	2,379.12		248513		5,561.56
	*** VENDOR TOTALS ***					1 CHECKS		5,561.56
008545	DEMARANVILLE INSTALLATIONS INC							
I-024-466A	SPRINKLER SERVICE- PD	R	8/05/2024	300.00		248514		300.00
	*** VENDOR TOTALS ***					1 CHECKS		300.00
000605	DEMCO INC							
I-7503381	BOOK TAPE/JACKET- KL	E	8/07/2024	437.37		009982		
I-7509266	BAR CODE LABELS - KL	E	8/07/2024	800.10		009982		1,237.47
	*** VENDOR TOTALS ***					1 CHECKS		1,237.47
001327	GL ANKENY LLC							
I-160298 DOW	UNIT #910 PARTS	R	8/05/2024	11.69		248515		11.69
	*** VENDOR TOTALS ***					1 CHECKS		11.69
000161	DEWEY FORD INC							
I-625338 FOW	UNIT #922 PARTS	R	8/05/2024	21.53		248516		
I-625617 FOW	UNIT #235 PARTS	R	8/05/2024	125.62		248516		
I-625748 FOW	UNIT #96 PARTS	R	8/05/2024	148.59		248516		
I-625962 FOW	UNIT #109 PARTS	R	8/05/2024	279.80		248516		
I-626063 FOW	UNIT #231 PARTS	R	8/05/2024	125.62		248516		701.16
	*** VENDOR TOTALS ***					1 CHECKS		701.16
009477	DIXON ENGINEERING INC							
I-24-0641 #5	PAY 5-MAG GRND STRG RES PROJ	R	8/05/2024	1,650.00		248517		1,650.00
	*** VENDOR TOTALS ***					1 CHECKS		1,650.00
004568	DOLL DISTRIBUTING LLC							
I-1550309	ALCOHOL FOR RESALE-OC	E	8/07/2024	1,320.90		010006		
I-1555621	ALCOHOL FOR RESALE-OC	E	8/07/2024	1,165.65		010006		
I-1558450	ALCOHOL FOR RESALE -HAWKEYE	E	8/07/2024	342.75		010006		
I-1560663	ALCOHOL FOR RESALE-OC	E	8/07/2024	1,933.50		010006		4,762.80
	*** VENDOR TOTALS ***					1 CHECKS		4,762.80

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010726	PAUL A DRAKE							
I-3991	NAME PLATE CHANGE - CD	E	8/07/2024	10.00		010038		10.00
			*** VENDOR TOTALS ***			1 CHECKS		10.00
006319	EDWARD DON AND COMPANY							
I-32169150	BANQUET SUPPLIES - OC/AC	R	8/05/2024	355.07		248518		355.07
			*** VENDOR TOTALS ***			1 CHECKS		355.07
007151	GRISWOLD INDUSTRIES							
I-895413	WATER SUPPLIES - MU	R	8/05/2024	89.00		248519		89.00
			*** VENDOR TOTALS ***			1 CHECKS		89.00
005478	EXCEL MECHANICAL COMPANY INC							
I-172732	WW SERVICES	E	8/07/2024	330.00		010011		
I-172931	CHILLER REPAIR-PD	E	8/07/2024	4,831.00		010011		5,161.00
			*** VENDOR TOTALS ***			1 CHECKS		5,161.00
002285	FASTENAL COMPANY							
I-IADES445232	STREET SUPPLIES - PW	E	8/07/2024	7.50		009995		
I-IADES445256	UNIT #123 PARTS	E	8/07/2024	13.95		009995		
I-IADES445279	MOTOR REPLACMNT SUPS-PRAC	E	8/07/2024	95.87		009995		117.32
			*** VENDOR TOTALS ***			1 CHECKS		117.32
012151	FELLER EXPRESS LLC							
I-7202401	7/17 PRESENTATION - KL	R	8/05/2024	205.00		248520		205.00
			*** VENDOR TOTALS ***			1 CHECKS		205.00
006858	FERGUSON ENTERPRISES INC #1657							
I-0495922	WATER SUPPLIES - MU	R	8/05/2024	296.19		248521		296.19
			*** VENDOR TOTALS ***			1 CHECKS		296.19
011600	FINE PROPERTIES LLC							
I-1021	CAR WASH - POLICE DEPT	E	8/07/2024	1,539.00		010044		1,539.00
			*** VENDOR TOTALS ***			1 CHECKS		1,539.00
002078	FOTH & VAN DYKE LLC							
I-90855 #2	PAY 2-W1ST ST IMP-PH2	E	8/07/2024	84,823.16		009993		
I-90903	SW DES MOINES STREET	E	8/07/2024	1,869.65		009993		86,692.81
			*** VENDOR TOTALS ***			1 CHECKS		86,692.81
011377	STRAND ASSOCIATES, INC.							
I-0213019 #14	PAY 14-36TH ST/38TH WTR MN LP	R	8/05/2024	7,224.58		248522		7,224.58
			*** VENDOR TOTALS ***			1 CHECKS		7,224.58

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000211	GALE							
I-84653069	JULY CHRISTIAN ROMANCE 5 PLAN	E	8/07/2024	128.95		009966		
I-84653082	JULY BIOGRAPHY 2 PLAN	E	8/07/2024	53.23		009966		
I-84653439	JULY CHRISTIAN ROMANCE 4 PLAN	E	8/07/2024	101.21		009966		
I-84653975	JULY DIVERSE VOICES 3 PLAN	E	8/07/2024	78.72		009966		
I-84662925	JULY DYNAMIC DRAMA 5 PLAN	E	8/07/2024	176.19		009966		
I-84675744	JULY TOP SHELF 8 PLAN-KL	E	8/07/2024	203.18		009966		
I-84675923	JULY HIGH OCTANE 8 PLAN-KL	E	8/07/2024	194.93		009966		
I-84714054	JULY AFRICAN AMERICAN 2 PLAN	E	8/07/2024	52.48		009966		
I-84714124	JULY AMISH FICTION 3 PLAN	E	8/07/2024	74.22		009966		
I-84714219	JULY THRILLER ADVENTURE 3PLN	E	8/07/2024	83.97		009966		
I-84714287	JULY CLEAN READS 3 PLAN	E	8/07/2024	74.22		009966		
I-84714581	JULY SOFTCOVER ROMANCE	E	8/07/2024	62.97		009966		
I-84714627	JULY HISTORY FACT FCTN 2 PLN	E	8/07/2024	53.98		009966		1,338.25
*** VENDOR TOTALS ***						1	CHECKS	1,338.25
011998	GALLS PARENT HOLDINGS, LLC							
C-028226572	CR: UNIFORMS - PD	E	8/07/2024	24.45CR		010052		
I-028247928	UNIFORMS - FD	E	8/07/2024	41.55		010052		
I-028259740	UNIFORMS - FD	E	8/07/2024	126.70		010052		
I-028271720	UNIFORMS - FD	E	8/07/2024	63.35		010052		
I-028271723	UNIFORMS - FD	E	8/07/2024	41.55		010052		
I-028283852	UNIFORMS - PD	E	8/07/2024	445.03		010052		
I-028283883	UNIFORMS - FD	E	8/07/2024	63.35		010052		
I-028308581	UNIFORMS - FD	E	8/07/2024	84.16		010052		
I-028345429	BALLISTIC VEST - KOOIKER	E	8/07/2024	978.62		010052		
I-028357653	BALLISTIC VEST - SHEER	E	8/07/2024	978.62		010052		
I-028357654	BALLISTIC VEST - HENNING	E	8/07/2024	978.62		010052		
I-028357655	BALLISTIC VEST - SPERRY	E	8/07/2024	978.62		010052		
I-028403590	UNIFORMS - PD	E	8/07/2024	169.00		010052		
I-028403601	UNIFORMS - PD	E	8/07/2024	230.79		010052		
I-028425727	UNIFORMS - PD	E	8/07/2024	76.93		010052		
I-028435381	BALLISTIC VEST - ARENDSE	E	8/07/2024	978.62		010052		
I-028435382	BALLISTIC VEST - ODOBASIC	E	8/07/2024	978.62		010052		
I-028438256	UNIFORMS - PD	E	8/07/2024	25.86		010052		
I-028475080	HANDCUFFS - PD	E	8/07/2024	131.58		010052		
I-028475085	UNIFORMS - PD	E	8/07/2024	319.53		010052		
I-028475086	UNIFORMS - PD	E	8/07/2024	464.06		010052		8,130.71
*** VENDOR TOTALS ***						1	CHECKS	8,130.71
012038	GANNETT MEDIA CORP							
I-6512489	06/2024 LEGAL PUBLICATIONS	R	8/05/2024	2,048.40		248523		2,048.40
*** VENDOR TOTALS ***						1	CHECKS	2,048.40

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002050	GLOBAL INDUSTRIAL							
I-122119749	GARBAGE CAN -ACC	R	8/05/2024	776.20		248524		776.20
			*** VENDOR TOTALS ***			1 CHECKS		776.20
010891	THE NEW GOLF CARS OF IOWA							
C-07/27/2023DUPLCTE	CR: DUPLICATE PAYMENT	N	8/05/2024	125.00CR		000000		
I-07/09/24BALONACCT	CORRECT BALANCE ON ACCT	N	8/05/2024	40.47		000000		
I-2024-28564	BEARINGS/PARTS - OCM	N	8/05/2024	70.25		000000		
I-2024-28614	PARTS -OCM	N	8/05/2024	14.28		000000		
012166	GRACE CHURCH							
I-07/28/2024REFUND	7/28/24 POOL RENTAL REFUND	R	8/05/2024	830.00		248525		830.00
			*** VENDOR TOTALS ***			1 CHECKS		830.00
000227	GRAINGER							
I-9175718411	DOOR STATION -PW	E	8/07/2024	117.48		009967		
I-9181088312	AIR REGULATOR - CG	E	8/07/2024	39.44		009967		
I-9182889536	SOAP - AC	E	8/07/2024	774.96		009967		
I-9184516384	HYD OIL DTE- OCM	E	8/07/2024	214.72		009967		
I-9184757434	CAULK GUN/PENS - MU	E	8/07/2024	332.81		009967		
I-9185160737	EYE WASH STATION - PD	E	8/07/2024	63.87		009967		
I-9191124495	POOL PRESSURE GUAGE - AC	E	8/07/2024	40.28		009967		1,583.56
			*** VENDOR TOTALS ***			1 CHECKS		1,583.56
009893	GRAPHITE CONSTRUCTION GROUP, I							
I-PAY 21 RTNG-ASC	PAY21RTNG-ANKENY SENIOR CNTR	E	8/07/2024	87,358.77		010033		87,358.77
			*** VENDOR TOTALS ***			1 CHECKS		87,358.77
009680	GRASS MASTERS LLC							
I-30802	SPRING AERATION-OC	R	8/05/2024	3,827.30		248526		3,827.30
			*** VENDOR TOTALS ***			1 CHECKS		3,827.30
006348	GRAZIANO BROTHERS INC							
I-250070	FOOD FOR RESALE-OC	E	8/07/2024	245.60		010015		245.60
			*** VENDOR TOTALS ***			1 CHECKS		245.60
011390	GUS CONSTRUCTION CO., INC.							
I-PAY 3-NE 62ND ST	PAY 3-NE62ND ST BOX CLVRT	R	8/05/2024	55,852.40		248527		55,852.40
			*** VENDOR TOTALS ***			1 CHECKS		55,852.40
005159	JOHN GUZMAN III							
I-07/12/2024 BOOTS	07/2024 BOOTS	R	8/05/2024	69.00		248528		69.00
			*** VENDOR TOTALS ***			1 CHECKS		69.00

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005993	HANDLEY LAW FIRM							
I-07/03/2024	MAY 2024 SERVICES - PD	E	8/07/2024	13,020.00		010014		
I-7/23/2024	JUNE 2024 SERVICES - PD	E	8/07/2024	10,840.00		010014		23,860.00
	*** VENDOR TOTALS ***					1 CHECKS		23,860.00
009224	TYLER HARSSELAAR							
I-07/15/24 BOOTS	07/2024 BOOTS	E	8/07/2024	140.00		010061		140.00
	*** VENDOR TOTALS ***					1 CHECKS		140.00
001815	HAWKEYE TRUCK EQUIPMENT							
I-25990	UNIT #929 LIFT GATE	R	8/05/2024	4,900.00		248529		4,900.00
	*** VENDOR TOTALS ***					1 CHECKS		4,900.00
003452	HDR ENGINEERING INC							
I-1200618958 #17	PAY 17-NW IRVNDLE ELVTD STRG	R	8/05/2024	36,420.46		248530		
I-1200627089 #18	PAY 18-NW IRVNDLE STRGE TNK	R	8/05/2024	34,007.14		248530		
I-12006333330 #19	PAY 19-NW IRVNDLE EVTD STRG TK	R	8/05/2024	18,891.19		248530		89,318.79
	*** VENDOR TOTALS ***					1 CHECKS		89,318.79
008548	JUSTIN HETH							
I-07/2024 CDL	07/2024 CDL REIMBURSEMENT	E	8/07/2024	32.00		010060		32.00
	*** VENDOR TOTALS ***					1 CHECKS		32.00
010211	HONEYBEAR LLC							
I-07/2024 ART CAMP	7/22-7/25/24 ART CAMP	R	8/05/2024	188.00		248531		
I-07/2024ARTCAMP	7/8-7/11/24 ART CAMP	R	8/05/2024	564.00		248531		752.00
	*** VENDOR TOTALS ***					1 CHECKS		752.00
009074	TYSON HOOD							
I-07/23/2024BOOTS	07/2024 WORK SHOES	R	8/05/2024	140.00		248532		140.00
	*** VENDOR TOTALS ***					1 CHECKS		140.00
010299	MIDWEST TAPE, LLC							
I-505766802	FY25 ADVANCE DIGITAL RNWL-KL	E	8/07/2024	25,000.00		010037		25,000.00
	*** VENDOR TOTALS ***					1 CHECKS		25,000.00
004386	HOUSBY HEAVY EQUIPMENT LLC							
I-RA201000834:01	UNIT #206 REPAIRS	E	8/07/2024	201.20		010005		
I-VA201000029:01	CONCRETE BREAKER	E	8/07/2024	27,000.00		010005		27,201.20
	*** VENDOR TOTALS ***					1 CHECKS		27,201.20
004196	HYDRAQUIP LTD							
I-74683	UNIT 874 ASSMBLY ORINGS TUBE	R	8/05/2024	86.08		248533		86.08
	*** VENDOR TOTALS ***					1 CHECKS		86.08

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005531	HR GREEN INC							
I-176864 #19	PAY 19-ORALABOR GATEWAY TRL	E	8/07/2024	26,403.04		010012		26,403.04
			*** VENDOR TOTALS ***			1 CHECKS		26,403.04
000959	PAUL HUBBARD							
I-06/04/24-07/12/24	6/4-7/12/24 PARKOUR	E	8/07/2024	1,780.80		010058		1,780.80
			*** VENDOR TOTALS ***			1 CHECKS		1,780.80
000253	HY-VEE INC							
I-02/02/2024	FLOWERS/BALLOONS - P&R	R	8/05/2024	285.00		248534		
I-02/03/2024	FLOWERS/BALLOONS - P&R	R	8/05/2024	295.00		248534		
I-546426	OPEN HOUSE FOOD - FD	R	8/05/2024	37.55		248534		617.55
			*** VENDOR TOTALS ***			1 CHECKS		617.55
011208	HYDRO-KLEAN LLC							
I-089696	SAWGRASS DAM TELEVISIONING	E	8/07/2024	806.37		010040		806.37
			*** VENDOR TOTALS ***			1 CHECKS		806.37
008906	IMAGE TREND INC							
I-PS-INV108993	JUNE 2024 BILLING BRIDGE	E	8/07/2024	1,340.40		010024		
I-PS-INV109292	MYEMSCARE MONTHLY FEE	E	8/07/2024	91.87		010024		1,432.27
			*** VENDOR TOTALS ***			1 CHECKS		1,432.27
009565	INFOSEND INCORPORATED							
I-266449	07/2024 MAIL SERVICES	R	8/05/2024	6,215.28		248535		6,215.28
			*** VENDOR TOTALS ***			1 CHECKS		6,215.28
000263	INLAND TRUCK PARTS							
I-IN-1643500	UNIT #221 PARTS	E	8/07/2024	143.88		009968		143.88
			*** VENDOR TOTALS ***			1 CHECKS		143.88
009658	INROADS, LLC							
I-PAY 3-NW36/WEIGEL	PAY 3-NW36TH ST/WEIGL HMA	R	8/05/2024	72,546.75		248536		72,546.75
			*** VENDOR TOTALS ***			1 CHECKS		72,546.75
000265	INTERNATIONAL ASSOCIATION OF							
I-FY25 #7060030	FY25 MBRSHIP RNWL-M. VILLAMAGNA	E	8/07/2024	120.00		009969		120.00
			*** VENDOR TOTALS ***			1 CHECKS		120.00
000407	WEBER BATTERY INC							
I-1925901008789	KEYLESS REMOTE - FD	R	8/05/2024	7.95		248537		
I-1925901008807	BATTERY - CH	R	8/05/2024	9.70		248537		17.65
			*** VENDOR TOTALS ***			1 CHECKS		17.65

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000266	INTERSTATE BATTERY SYSTEM							
I-604824	UNIT #868 BATTERY	E	8/07/2024	264.90		009970		264.90
			*** VENDOR TOTALS ***			1 CHECKS		264.90
000979	INTOXIMETERS INC							
I-763892	DRY GAS - PD	R	8/05/2024	177.75		248538		177.75
			*** VENDOR TOTALS ***			1 CHECKS		177.75
002156	IOWA BEVERAGE SYSTEMS INC							
I-W-5148054	ALCOHOL FOR RESALE-HAWKEYE	R	8/05/2024	392.00		248539		
I-W-5149688	ALCOHOL FOR RESALE - OC	R	8/05/2024	842.80		248539		
I-W-5155809	ALCOHOL FOR RESALE-OC	R	8/05/2024	1,062.95		248539		
I-W-5161688	ALCOHOL FOR RESALE-OC	R	8/05/2024	1,176.20		248539		3,473.95
			*** VENDOR TOTALS ***			1 CHECKS		3,473.95
005403	IOWA COMMUNITIES ASSURANCE POO							
I-R0408PC2024-2 FY25	7/16/24-7/15/25 GEN INS RENEWL	R	7/18/2024	746,439.00		248464		746,439.00
			*** VENDOR TOTALS ***			1 CHECKS		746,439.00
000269	IOWA DEPT OF TRANSPORTATION							
I-CI-0022278	PAINT - TRAFFIC	R	8/05/2024	13.60		248540		13.60
			*** VENDOR TOTALS ***			1 CHECKS		13.60
004476	IOWA DEPARTMENT OF HEALTH AND							
I-08 2024	AUGUST 2024 STATE SHARE	R	8/05/2024	15,972.54		248541		15,972.54
			*** VENDOR TOTALS ***			1 CHECKS		15,972.54
005407	IOWA MUNICIPALITIES WORKERS'							
I-INV92816	FY23 411 MED DED JUNE	R	8/05/2024	401.92		248542		
I-INV92817	FY24 411 MED DED JUNE	R	8/05/2024	7,143.65		248542		
I-INV92818	FY24 MED DEDUCT JUNE	R	8/05/2024	1,246.98		248542		8,792.55
			*** VENDOR TOTALS ***			1 CHECKS		8,792.55
003226	IOWA ONE CALL							
I-261897	5/31/24 FTP - MU	E	8/07/2024	1,523.70		010000		
I-262111	5/31/24 EMAIL - TRAFFIC	E	8/07/2024	190.80		010000		
I-262885	6/30/24 FTP - MU	E	8/07/2024	1,260.90		010000		
I-263193	6/30/24 EMAIL - TRAFFIC	E	8/07/2024	165.60		010000		3,141.00
			*** VENDOR TOTALS ***			1 CHECKS		3,141.00
011763	IOWA POND GUY, LLC							
I-4632	POND SERVICE CONRCT JULY-PRSC	E	8/07/2024	1,436.00		010049		1,436.00
			*** VENDOR TOTALS ***			1 CHECKS		1,436.00

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000272	IOWA PRISON INDUSTRIES							
I-039343	SIGNS - TRAFFIC	R	8/05/2024	6,910.00		248543		
I-039369	FLOWER BED SIGN - PKS	R	8/05/2024	29.90		248543		
I-039384	SIGNS - P&R	R	8/05/2024	126.60		248543		7,066.50
	*** VENDOR TOTALS ***					1 CHECKS		7,066.50
000644	IOWA SIGNAL INC							
I-6043	INSTALL SIGNAL-LIGHT	R	8/05/2024	19,725.00		248544		19,725.00
	*** VENDOR TOTALS ***					1 CHECKS		19,725.00
011385	IOWA STATE UNIVERSITY							
I-001743	05/24 INSECT ZOO PROGRAM	R	8/05/2024	437.99		248545		437.99
	*** VENDOR TOTALS ***					1 CHECKS		437.99
009136	IOWA STORMWATER EDUCATION							
I-1014	ISWEP MEMBERSHIP	E	8/07/2024	9,970.00		010025		9,970.00
	*** VENDOR TOTALS ***					1 CHECKS		9,970.00
001945	IOWA WORKFORCE DEVELOPMENT							
I-104098 6/30/24	BENEFIT CHARGES THRU 6/30/24	E	8/07/2024	786.00		009991		786.00
	*** VENDOR TOTALS ***					1 CHECKS		786.00
012161	JJ BLAKER LLC							
I-573	PLANET AIR - PRSC	E	8/07/2024	875.00		010057		875.00
	*** VENDOR TOTALS ***					1 CHECKS		875.00
006326	JOHNSON BROTHERS OF IOWA							
I-2040403	ALCOHOL FOR RESALE-OC	R	8/05/2024	2,636.40		248546		
I-2040404	BEVERAGES FOR RESALE - OC	R	8/05/2024	43.45		248546		2,679.85
	*** VENDOR TOTALS ***					1 CHECKS		2,679.85
011539	JP PARTY RENTALS LLC							
I-23198299	FY25 B&E JP PARTY JULY 11	R	8/05/2024	1,290.00		248547		
I-23202025	7/18/24 BSKTBL/AXE THROW-P&R	R	8/05/2024	865.00		248547		2,155.00
	*** VENDOR TOTALS ***					1 CHECKS		2,155.00
011489	KWP, LLC							
I-18878	K-1 LATH/HUBS - ENG	E	8/07/2024	987.00		010042		987.00
	*** VENDOR TOTALS ***					1 CHECKS		987.00
012169	CAITLYN KENNEY							
I-AFD31038	PATIENT REFUND - FD	R	8/05/2024	163.38		248548		
I-AFD31051	PATIENT REFUND - FD	R	8/05/2024	80.87		248548		244.25
	*** VENDOR TOTALS ***					1 CHECKS		244.25

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012000	KEY COOPERATIVE							
C-8248277	CR: 5/28/24 #1 DSL	E	8/07/2024	613.64CR		010053		
I-8253862	1/11/24 FUEL TAX	E	8/07/2024	21.00		010053		
I-8286140	6/28/24 #2 DSL/SUP UNL	E	8/07/2024	21,474.26		010053		
I-8297190	7/9/24 DIESEL DYED-PRSC	E	8/07/2024	399.38		010053		
I-8302640	07/12/24 SUPER UNLEADED-PRSC	E	8/07/2024	201.91		010053		
I-8307017	2/27/24 FUEL TAX INV8133853	E	8/07/2024	36.00		010053		
I-8308340	07/16/24 DIESEL DYED-PKS	E	8/07/2024	221.99		010053		
I-8308468	7/10/24 #1 DSL - PD GEN	E	8/07/2024	1,107.18		010053		
I-8308664	7/12/24 #2 DSL/SUP UNL	E	8/07/2024	23,311.05		010053		
I-8317081	7/18/24 #1 DSL	E	8/07/2024	1,409.39		010053		
I-8317088	7/24/24 SUPER UNLEADED-PRSC	E	8/07/2024	305.09		010053		
I-8317089	7/24/24 DIESEL DYED-PRSC	E	8/07/2024	762.12		010053		
I-8317090	7/24/24 DIESEL -PK MNT	E	8/07/2024	521.30		010053		
I-8317091	7/24/24 SUPER UNLEADED-PK MNT	E	8/07/2024	215.71		010053		49,372.74
	*** VENDOR TOTALS ***					1 CHECKS		49,372.74
000581	MIDWEST MOTOR SUPPLY CO INC							
I-102438309	SHOP SUPPLIES - CG	E	8/07/2024	116.08		009980		116.08
	*** VENDOR TOTALS ***					1 CHECKS		116.08
008587	KINZLER CONSTRUCTION SERVICES							
I-2409796.0001	DOOR REPAIR - CG	R	8/05/2024	435.00		248549		435.00
	*** VENDOR TOTALS ***					1 CHECKS		435.00
011924	LANE TRAILER MFG.							
I-21705	UNIT #239 PARTS	R	8/05/2024	521.86		248550		521.86
	*** VENDOR TOTALS ***					1 CHECKS		521.86
011480	BRADY LANGGAARD							
I-07/21/2024 BOOTS	07/2024 BOOTS	E	8/07/2024	140.00		010065		140.00
	*** VENDOR TOTALS ***					1 CHECKS		140.00
011958	LARRY ANGEL ANDERSON							
I-320	MAYOR TREE LIGHTING DEPOSIT	R	8/05/2024	625.00		248551		625.00
	*** VENDOR TOTALS ***					1 CHECKS		625.00
011406	LATITUDE 41 LAWN AND LANDSCAPE							
I-3065	NUISANCE MOWING SVCS	E	8/07/2024	90.00		010064		
I-3093	NUISANCE MOWING SVCS	E	8/07/2024	90.00		010064		180.00
	*** VENDOR TOTALS ***					1 CHECKS		180.00
011847	LIFETIME FITNESS							
I-07/2024 PICKLEBALL	07/2024 PICKLEBALL CLINIC	R	8/05/2024	485.60		248552		485.60
	*** VENDOR TOTALS ***					1 CHECKS		485.60

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000285	LUBE-TECH & PARTNERS LLC							
I-3542250 A	BULK OIL - CG	E	8/07/2024	4,500.00		009972		
I-3542250 B	BULK OIL - CG	E	8/07/2024	988.82		009972		5,488.82
	*** VENDOR TOTALS ***					1 CHECKS		5,488.82
000470	LUMEN							
I-696547023	JULY 2024 STATEMENT	E	8/07/2024	690.21		009976		690.21
	*** VENDOR TOTALS ***					1 CHECKS		690.21
009304	ELIZABETH LYONS							
I-07/05/2024	7/5/24 ART ERA CAMP	R	8/05/2024	1,229.60		248553		
I-07/19/2024POKEMON	7/19/24 POKEMON ART CAMP	R	8/05/2024	759.20		248553		1,988.80
	*** VENDOR TOTALS ***					1 CHECKS		1,988.80
009473	MACQUEEN EQUIPMENT, LLC							
I-P01581	UNIT #132 REPAIRS	E	8/07/2024	544.78		010032		544.78
	*** VENDOR TOTALS ***					1 CHECKS		544.78
002207	MANATTS INC							
I-5136632	6/18/24 C-4WR-C20	E	8/07/2024	646.00		009994		
I-5137313	6/24/24 IDOT FLOWABLE	E	8/07/2024	903.00		009994		
I-5137940	6/27/24 C-4WR-C20	E	8/07/2024	3,234.00		009994		
I-5138117	6/28/24 C-4WR-C20	E	8/07/2024	1,232.00		009994		
I-5139522	7/15/24 SUD 20ASH 3AGG	E	8/07/2024	1,836.00		009994		
I-5139534	7/15/24 SUD 20ASH 3AGG	E	8/07/2024	918.00		009994		
I-5139635	7/15/24 SUD 20ASH 3AGG	E	8/07/2024	519.00		009994		9,288.00
	*** VENDOR TOTALS ***					1 CHECKS		9,288.00
008131	MARTIN BROTHERS DISTRIBUTING C							
I-1578900	FOOD FOR RESALE -CFAC	E	8/07/2024	1,988.20		010022		
I-1596735	FOOD FOR RESALE -CFAC	E	8/07/2024	1,361.17		010022		
I-1600441	FOOD FOR RESALE-CFAC	E	8/07/2024	1,904.37		010022		
I-1600443	FOOD FOR RESALE -PRAC	E	8/07/2024	634.19		010022		
I-1605235	FOOD FOR RESALE -PRAC	E	8/07/2024	713.76		010022		
I-1605236	FOOD FOR RESALE -CFAC	E	8/07/2024	1,381.08		010022		
I-1609947	FOOD FOR RESALE -CFAC	E	8/07/2024	2,167.75		010022		
I-1609949	FOOD FOR RESALE-PRAC	E	8/07/2024	283.95		010022		
I-1614927	FOOD FOR RESALE-PRAC	E	8/07/2024	711.97		010022		
I-1614928	FOOD FOR RESALE - CFAC	E	8/07/2024	1,400.47		010022		12,546.91
	*** VENDOR TOTALS ***					1 CHECKS		12,546.91
001799	MARTIN MARIETTA MATERIALS, INC							
I-43009610	7/09/24 1" CLEAN	R	8/05/2024	1,377.60		248554		1,377.60
	*** VENDOR TOTALS ***					1 CHECKS		1,377.60

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009346	MARY'S CLEANING CARE INC							
I-34057	JUNE 2024 CLEANINGS - PW	R	8/05/2024	175.00		248555		
I-34148	07/2024 LAKESIDE CENTER	R	8/05/2024	900.00		248555		
I-34149	07/2024 CLEANINGS - OEC	R	8/05/2024	285.00		248555		
I-34174	JULY 2024 CLEANINGS - CH	R	8/05/2024	829.00		248555		
I-34175	JULY 2024 CLEANINGS - FS#1	R	8/05/2024	383.00		248555		
I-34176	07/2024 CLEANINGS-KL	R	8/05/2024	7,845.00		248555		10,417.00
	*** VENDOR TOTALS ***					1 CHECKS		10,417.00
002183	MCCLURE ENGINEERING CO							
I-152964 #4	PAY 4-SW DSM ST UTLTY IMP	R	8/05/2024	27,468.75		248556		27,468.75
	*** VENDOR TOTALS ***					1 CHECKS		27,468.75
003649	HAROLD MCFADDEN							
I-07/2024SFTBALL	07/2024 SOFTBALL OFFICIATING	R	8/05/2024	320.00		248557		320.00
	*** VENDOR TOTALS ***					1 CHECKS		320.00
001671	MCC IOWA LLC							
I-8/01/24-8/31/24	8/01/24-8/31/24 DEDICATE INT	R	8/05/2024	935.47		248558		935.47
	*** VENDOR TOTALS ***					1 CHECKS		935.47
004747	MENARDS							
C-5020	CR: STREET SUPPLIES - PW	R	8/05/2024	202.40CR		248559		
I-4955	ANIMAL TRAPS - PD	R	8/05/2024	34.99		248559		
I-4966	STREET SUPPLIES - PW	R	8/05/2024	99.74		248559		
I-5007	RISER/ADPTR/ELBOW/SLVE-PRSC	R	8/05/2024	24.02		248559		
I-5022	STREET SUPPLIES - PW	R	8/05/2024	170.16		248559		
I-5025	WASTEWATER SUPPLIES - MU	R	8/05/2024	203.96		248559		
I-5034	FLIPTOG/SOLDER/MINIFOAM-PD	R	8/05/2024	61.38		248559		
I-5039	TRAFFIC SUPPLIES - PW	R	8/05/2024	160.70		248559		
I-5077	PIPE/MKRS/TEE/CMNT/PLUG-PKS	R	8/05/2024	38.05		248559		
I-5096	FREEZER - AC	R	8/05/2024	399.00		248559		
I-5102	COVER/SPACERS - PRSC	R	8/05/2024	17.13		248559		
I-5108	DRILL/RTD SHTG - PKS	R	8/05/2024	33.32		248559		
I-5109	REMOTES/LOOP/WIRE/TAPE-PD	R	8/05/2024	81.71		248559		
I-5238	STATION SUPPLIES - FD	R	8/05/2024	108.04		248559		
I-5296	PIPE/CEMENT/CLNR/TEE-OCM	R	8/05/2024	35.74		248559		
I-5309	DRILLBITS/BOX/SCRW-PD	R	8/05/2024	143.79		248559		
I-5348	CONCRETE MIX-OCM	R	8/05/2024	14.96		248559		
I-5447	BLEACH/BATTERY - TRAFFIC	R	8/05/2024	144.16		248559		
I-5455	WASTEWATER SUPPLIES - MU	R	8/05/2024	474.89		248559		
I-5502	USB HUB/TABLE - TRAFFIC	R	8/05/2024	69.96		248559		
I-5606	SHOP SUPPLIES - MU	R	8/05/2024	225.04		248559		
I-5615	WASTEWATER SUPPLIES - MU	R	8/05/2024	41.64		248559		
I-5659	POTHOLE PATCH/PLATES - PKS	R	8/05/2024	21.06		248559		
I-5667	CONCRETE MORTAR - MU	R	8/05/2024	50.37		248559		
I-5672	FREEZER - AC	R	8/05/2024	399.00		248559		
I-5708	WIRED RECESSED - PD	R	8/05/2024	6.99		248559		

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I-5721	PAIL/DRILLBITS/GLOVES - TRFC	R	8/05/2024	61.26		248559		
I-5758	TOOL BOX - FD	R	8/05/2024	87.95		248559		
I-5810	PIPE/CPLNG/ELBOW/ANCHOR/NIP-PD	R	8/05/2024	161.30		248559		3,167.91
			*** VENDOR TOTALS ***			1 CHECKS		3,167.91
001931	METRO WASTE AUTHORITY							
I-32183083	05/2024 CONSTRUCTION/DEMO	E	8/07/2024	608.38		009990		
I-70027334	JULY 2024 CURB IT FEES	E	8/07/2024	109,017.74		009990		109,626.12
			*** VENDOR TOTALS ***			1 CHECKS		109,626.12
005317	MID AMERICAN SIGNAL INC							
I-24-459	CONTROLLER-DELAWARE&5TH	E	8/07/2024	4,072.00		010010		4,072.00
			*** VENDOR TOTALS ***			1 CHECKS		4,072.00
000271	MIDAMERICAN ENERGY COMPANY							
I-555087840	07/05/2024 STATEMENT	E	8/07/2024	10.34		009971		
I-FY25 #2 1695158009	7/12/24 STATEMENT	E	8/07/2024	165,155.13		009971		165,165.47
			*** VENDOR TOTALS ***			1 CHECKS		165,165.47
008058	CTB MIDWEST INC							
I-1048654	UNIT #203 PARTS	E	8/07/2024	503.81		010021		503.81
			*** VENDOR TOTALS ***			1 CHECKS		503.81
012152	MIDWEST REHABILITATION SERVICE							
I-INV-03867	JOB ANALYSIS POET	R	8/05/2024	1,400.00		248560		1,400.00
			*** VENDOR TOTALS ***			1 CHECKS		1,400.00
010356	MIDWEST SCORING LLC							
I-511	SCORE CONTROLLER-P&R	R	8/05/2024	935.00		248561		935.00
			*** VENDOR TOTALS ***			1 CHECKS		935.00
007277	MILLERBERND MANUFACTURING COMP							
I-186933	E 1ST & I-35 DDI TRAFFIC	R	8/05/2024	17,571.00		248562		17,571.00
			*** VENDOR TOTALS ***			1 CHECKS		17,571.00
012155	MINT GREEN GROUP USA INC							
I-INV518960	MERCH FOR RESALE - OC	R	8/05/2024	168.60		248563		
I-INV518972	STOCK MERCH FOR RESALE-OC	R	8/05/2024	113.70		248563		282.30
			*** VENDOR TOTALS ***			1 CHECKS		282.30
1	ACKERMAN, KALEB R							
I-000202407311325	US REFUND	R	8/05/2024	95.89		248626		95.89

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1	AGUILAR, SALOMON							
I-000202407311284	US REFUND	R	8/05/2024	89.05		248627		89.05
1	AMES, MADISON							
I-000202407311296	US REFUND	R	8/05/2024	94.53		248628		94.53
1	ANGOVE, DALLAS							
I-000202407311268	US REFUND	R	8/05/2024	52.23		248629		52.23
1	ANNIS, CAMERON							
I-000202407311320	US REFUND	R	8/05/2024	56.80		248630		56.80
1	BEAMAN, JESSICA							
I-000202407311331	US REFUND	R	8/05/2024	26.10		248631		26.10
1	BLACKBURN, SAMANTHA							
I-000202407311298	US REFUND	R	8/05/2024	95.89		248632		95.89
1	BRODEUR, CARTER G							
I-000202407311302	US REFUND	R	8/05/2024	100.00		248633		100.00
1	BROUWER, CHRISTINA D							
I-000202407311330	US REFUND	R	8/05/2024	100.00		248634		100.00
1	BROWN, MACKENSIE							
I-000202407311289	US REFUND	R	8/05/2024	59.41		248635		59.41
1	BUNTJER, JACOB							
I-000202407311321	US REFUND	R	8/05/2024	24.37		248636		24.37
1	CLARK, NICK J							
I-000202407311273	US REFUND	R	8/05/2024	52.71		248637		52.71
1	COLE, SAMUEL L							
I-000202407311317	US REFUND	R	8/05/2024	97.26		248638		97.26
1	CRAWFORD, AURORA							
I-000202407311251	US REFUND	R	8/05/2024	37.16		248639		37.16
1	DAUTERIVE, RYAN							
I-000202407311265	US REFUND	R	8/05/2024	52.71		248640		52.71
1	DAVIS, LEXIE L							
I-000202407311267	US REFUND	R	8/05/2024	56.81		248641		56.81

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1	DAVISSON, CASSEY							
I-000202407311300	US REFUND	R	8/05/2024	83.37		248642		83.37
1	DIMARCO, ALEX							
I-000202407311255	US REFUND	R	8/05/2024	53.62		248643		53.62
1	DOOLITTLE, JACOB							
I-000202407311294	US REFUND	R	8/05/2024	93.14		248644		93.14
1	EVANS, TIFFANY							
I-000202407311308	US REFUND	R	8/05/2024	29.99		248645		29.99
1	FARNER, ELLIE							
I-000202407311256	US REFUND	R	8/05/2024	28.95		248646		28.95
1	FARRELLS EXTREME BOD							
I-000202407311248	US REFUND	R	8/05/2024	5.89		248647		5.89
1	FISHER, JERRY							
I-000202407311323	US REFUND	R	8/05/2024	99.18		248648		99.18
1	FISHWILD, CODY & SAR							
I-000202407311324	US REFUND	R	8/05/2024	17.99		248649		17.99
1	FORD, NANCY A							
I-000202407311292	US REFUND	R	8/05/2024	100.00		248650		100.00
1	GARCIA, ASHLEY							
I-000202407311328	US REFUND	R	8/05/2024	98.63		248651		98.63
1	GIRLING, HOPE							
I-000202407311312	US REFUND	R	8/05/2024	86.30		248652		86.30
1	GODDARD, DOMINIC							
I-000202407311332	US REFUND	R	8/05/2024	97.26		248653		97.26
1	GRONOSKI, AUBREY							
I-000202407311315	US REFUND	R	8/05/2024	90.41		248654		90.41
1	GUS, HANNAH R							
I-000202407311282	US REFUND	R	8/05/2024	61.91		248655		61.91
1	HACKBARTH, MIKE							
I-000202407311309	US REFUND	R	8/05/2024	84.93		248656		84.93

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DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	HAM, EMMA							
I-000202407311297	US REFUND	R	8/05/2024	58.96		248657		58.96
1	HAVLIK, DAWN							
I-000202407311318	US REFUND	R	8/05/2024	97.26		248658		97.26
1	HAYES, COLTON							
I-000202407311304	US REFUND	R	8/05/2024	18.46		248659		18.46
1	HICKS, MACENZIE							
I-000202407311314	US REFUND	R	8/05/2024	59.56		248660		59.56
1	KEY, MACKENZIE							
I-000202407311307	US REFUND	R	8/05/2024	37.16		248661		37.16
1	KOHLI, ANEM							
I-000202407311257	US REFUND	R	8/05/2024	59.90		248662		59.90
1	LARSEN, EVAN D							
I-000202407311274	US REFUND	R	8/05/2024	58.20		248663		58.20
1	LAWLER, THOMAS & KEL							
I-000202407311254	US REFUND	R	8/05/2024	161.44		248664		161.44
1	LEMASTER, TRACI M							
I-000202407311303	US REFUND	R	8/05/2024	97.26		248665		97.26
1	LEWIS, AMANDA K							
I-000202407311269	US REFUND	R	8/05/2024	48.13		248666		48.13
1	LI, CHARLES							
I-000202407311285	US REFUND	R	8/05/2024	98.13		248667		98.13
1	LIU, HAIYING							
I-000202407311247	US REFUND	R	8/05/2024	99.98		248668		99.98
1	MATA, ANGEL							
I-000202407311313	US REFUND	R	8/05/2024	93.14		248669		93.14
1	MATHER, JUSTIN							
I-000202407311322	US REFUND	R	8/05/2024	96.55		248670		96.55
1	MENNINGA, GATLIN J							
I-000202407311299	US REFUND	R	8/05/2024	62.30		248671		62.30

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1	MINCHEW, GRACE E							
I-000202407311263	US REFUND	R	8/05/2024	100.00		248672		100.00
1	MOORE, TEGAN A							
I-000202407311287	US REFUND	R	8/05/2024	100.00		248673		100.00
1	MORGAN, STACI							
I-000202407311261	US REFUND	R	8/05/2024	100.00		248674		100.00
1	MURPHY, ALAYNA							
I-000202407311249	US REFUND	R	8/05/2024	58.46		248675		58.46
1	NELSON, NATALIE							
I-000202407311275	US REFUND	R	8/05/2024	59.07		248676		59.07
1	NGUYEN, TAMMY T							
I-000202407311310	US REFUND	R	8/05/2024	21.49		248677		21.49
1	NOBLE, LISA							
I-000202407311329	US REFUND	R	8/05/2024	97.26		248678		97.26
1	NODTVEDT, ALEXANDRA							
I-000202407311272	US REFUND	R	8/05/2024	59.09		248679		59.09
1	ORTON DEVELOPMENT							
I-000202407311277	US REFUND	R	8/05/2024	46.05		248680		46.05
1	ORTON DEVELOPMENT							
I-000202407311278	US REFUND	R	8/05/2024	32.83		248681		32.83
1	ORTON DEVELOPMENT							
I-000202407311280	US REFUND	R	8/05/2024	42.19		248682		42.19
1	ORTON HOMES							
I-000202407311279	US REFUND	R	8/05/2024	40.55		248683		40.55
1	PAUSCHER, ISABELLA R							
I-000202407311253	US REFUND	R	8/05/2024	100.00		248684		100.00
1	PERSON, CAILEY A							
I-000202407311266	US REFUND	R	8/05/2024	60.93		248685		60.93
1	PETRO, DANIEL							
I-000202407311288	US REFUND	R	8/05/2024	100.00		248686		100.00

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1	PORTER, LUKE							
I-000202407311262	US REFUND	R	8/05/2024	30.32		248687		30.32
1	PROFILE PLAN LLC							
I-000202407311252	US REFUND	R	8/05/2024	46.48		248688		46.48
1	RANDLES, KAITLYN							
I-000202407311276	US REFUND	R	8/05/2024	33.48		248689		33.48
1	REITER, ADAM T							
I-000202407311258	US REFUND	R	8/05/2024	16.48		248690		16.48
1	REYNOLDS, GREG							
I-000202407311306	US REFUND	R	8/05/2024	30.00		248691		30.00
1	RICHARD, TEAL E							
I-000202407311291	US REFUND	R	8/05/2024	99.88		248692		99.88
1	ROBINSON, DARION							
I-000202407311295	US REFUND	R	8/05/2024	48.23		248693		48.23
1	ROBLES, XAVIER							
I-000202407311281	US REFUND	R	8/05/2024	85.97		248694		85.97
1	ROECKER, BROOKE							
I-000202407311319	US REFUND	R	8/05/2024	95.48		248695		95.48
1	SANDUSKY, JOSH							
I-000202407311271	US REFUND	R	8/05/2024	42.65		248696		42.65
1	SCHLAWIN, BLAINE M							
I-000202407311290	US REFUND	R	8/05/2024	96.23		248697		96.23
1	SCHRAM, TAYLOR							
I-000202407311250	US REFUND	R	8/05/2024	160.93		248698		160.93
1	SEVERS, KATIE							
I-000202407311264	US REFUND	R	8/05/2024	56.81		248699		56.81
1	SHIVES, TYLER							
I-000202407311286	US REFUND	R	8/05/2024	99.68		248700		99.68
1	SMITH, TANNER							
I-000202407311305	US REFUND	R	8/05/2024	9.76		248701		9.76

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1	STAHL, ALEC M							
I-000202407311301	US REFUND	R	8/05/2024	9.87		248702		9.87
1	STEGALL, SYNEAD							
I-000202407311246	US REFUND	R	8/05/2024	57.72		248703		57.72
1	STEIL, AUSTIN							
I-000202407311326	US REFUND	R	8/05/2024	27.58		248704		27.58
1	STEPHENSON, JILLIAN							
I-000202407311316	US REFUND	R	8/05/2024	100.00		248705		100.00
1	TRAN, KENNETH							
I-000202407311311	US REFUND	R	8/05/2024	42.75		248706		42.75
1	TREVALLION, KONNOR							
I-000202407311293	US REFUND	R	8/05/2024	95.89		248707		95.89
1	VOGEL, REECE							
I-000202407311260	US REFUND	R	8/05/2024	19.65		248708		19.65
1	WILSON, DELANEY							
I-000202407311283	US REFUND	R	8/05/2024	22.49		248709		22.49
1	WRIGHT, TAYLOR							
I-000202407311327	US REFUND	R	8/05/2024	38.21		248710		38.21
1	ZEHR, JACKSON J							
I-000202407311270	US REFUND	R	8/05/2024	100.00		248711		100.00
1	ZIMMERLINE, PRESTON							
I-000202407311259	US REFUND	R	8/05/2024	59.03		248712		59.03
			*** VENDOR TOTALS ***			87 CHECKS		5,812.41
006447	MSA PROFESSIONAL SERVICES INC							
I-006959 #5	PAY 5-SW WLNT/ORD WTR MN	R	8/05/2024	10,381.15		248564		10,381.15
			*** VENDOR TOTALS ***			1 CHECKS		10,381.15
006756	MTI DISTRIBUTING INC							
I-1438287-00	VALVE BOX - PKS	R	8/05/2024	138.24		248565		138.24
			*** VENDOR TOTALS ***			1 CHECKS		138.24
004149	NBC CONSTRUCTION DOCUMENTATION							
I-4 FS4	CONSTRUCTION DOCUMENTATIO	E	8/07/2024	492.00		010003		492.00
			*** VENDOR TOTALS ***			1 CHECKS		492.00

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006750	MUNICIPAL PIPE TOOL							
I-34570	JET TRUCK PARTS	R	8/05/2024	1,517.40		248566		1,517.40
006750	MUNICIPAL PIPE TOOL							
I-34601	UNIT #740 WATER PUMP	R	8/05/2024	7,921.25		248567		7,921.25
006750	MUNICIPAL PIPE TOOL							
I-PAY2FNL-24CIPP	PAY2FINAL-2024 CIPP LINING PRJ	R	8/05/2024	86,809.79		248568		86,809.79
006750	MUNICIPAL PIPE TOOL							
I-RTNG-2024 CIPP	RTNG- 2024 CIPP LINING PROJECT	R	8/05/2024	29,208.15		248569		29,208.15
				*** VENDOR TOTALS ***		4 CHECKS		125,456.59
000350	MUNICIPAL SUPPLY INC							
I-0911620-IN	STREET SUPPLIES - PW	R	8/05/2024	892.50		248570		
I-0912623-IN	METERS	R	8/05/2024	103,810.30		248570		
I-0913627-IN	METERS	R	8/05/2024	1,425.00		248570		
I-0913628-IN	WATER SYSTEM SUPPLIES	R	8/05/2024	956.99		248570		
I-0914065-IN	METER SUPPLIES	R	8/05/2024	13,830.00		248570		120,914.79
				*** VENDOR TOTALS ***		1 CHECKS		120,914.79
003057	NAPA AUTO PARTS							
C-2986-742030	CR: #923 #114 PARTS	R	8/05/2024	154.63CR		248571		
I-2986-741764	1234YF A/C MACHINE	R	8/05/2024	5,999.99		248571		
I-2986-742188	WHEEL BATTER - MU	R	8/05/2024	199.99		248571		
I-2986-742205	STARTER FLUID - MU	R	8/05/2024	3.82		248571		
I-2986-742225	UNIT #125 PARTS	R	8/05/2024	351.86		248571		
I-2986-742301	FUEL FILTER - WW TRASH PUMP	R	8/05/2024	17.95		248571		
I-2986-742327	SHOP SUPPLIES - CG	R	8/05/2024	59.58		248571		
I-2986-742376	FLUID/OIL FILTER - OCM	R	8/05/2024	9.97		248571		
I-2986-742380	OIL/FLUID FILTERS - OCM	R	8/05/2024	8.00		248571		
I-2986-742427	AIR FILTER - CG	R	8/05/2024	26.00		248571		
I-2986-742443	UNIT #101 PARTS	R	8/05/2024	220.34		248571		
I-2986-742454	FILTER - CG	R	8/05/2024	20.21		248571		
I-2986-742502	UNIT #741 PARTS	R	8/05/2024	8.00		248571		
I-2986-742505	GREASE -OC	R	8/05/2024	339.60		248571		
I-2986-742633	UNIT #118 PARTS	R	8/05/2024	556.18		248571		
I-2986-742700	MANHOLE SUPPLIES - MU	R	8/05/2024	86.40		248571		
I-2986-742701	OIL FILTER - CG	R	8/05/2024	12.00		248571		
I-2986-742702	NAPA GAL 15W40-OCM	R	8/05/2024	36.46		248571		
I-2986-742703	MOTOR OIL - OC	R	8/05/2024	848.77		248571		
I-2986-742718	SHOP SUPPLIES - CG	R	8/05/2024	9.23		248571		
I-2986-742729	FILTERS - CG	R	8/05/2024	292.62		248571		
I-2986-742803	UNIT #672 PARTS	R	8/05/2024	38.09		248571		
I-2986-742823	MARINE BOAT TRAIL LUBE-PRSC	R	8/05/2024	94.32		248571		
I-2986-742871	DRY OIL - FD	R	8/05/2024	177.46		248571		
I-2986-742874	DRY OIL - FD	R	8/05/2024	9.34		248571		
I-2986-742979	FLUID/OIL FILTERS - OCM	R	8/05/2024	93.98		248571		

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I-2986-743216	OIL - CG	R	8/05/2024	51.36		248571		
I-2986-743239	UNIT #221 PARTS	R	8/05/2024	74.34		248571		
I-2986-743259	UNIT #631 PARTS	R	8/05/2024	32.32		248571		
I-2986-743270	FILTER/OIL - CG	R	8/05/2024	79.88		248571		
I-2986-743338	SHOP SUPPLIES - CG	R	8/05/2024	8.00		248571		
I-2986-743377	UNIT #203 PARTS	R	8/05/2024	39.45		248571		
I-2986-743378	UNIT #203 PARTS	R	8/05/2024	150.92		248571		
I-2986-743400	FLUID/OIL FILTERS - OCM	R	8/05/2024	12.00		248571		
I-2986-743406	UNIT #695 PARTS	R	8/05/2024	19.08		248571		9,832.88
*** VENDOR TOTALS ***						1	CHECKS	9,832.88
008409	GOVERNMENTJOBS.COM INC							
I-INV-42878	8/14/24-8/13/25 RENEWAL	R	8/05/2024	1,883.98		248573		1,883.98
*** VENDOR TOTALS ***						1	CHECKS	1,883.98
009284	JERRY'S TRANSMISSION SERVICE I							
C-CR: 0043168	CR: DOUBLE PAY INV 0043168	E	8/07/2024	863.10CR		010029		
I-0043324	#114 STRUT	E	8/07/2024	1,008.98		010029		
I-0043466	UNIT #118 PARTS	E	8/07/2024	327.92		010029		
I-B-9265-AF	FY2023 AMBULANCE	E	8/07/2024	311,699.00		010029		
I-B-9266-2-AF	FY24 AMBULANCE	E	8/07/2024	314,822.00		010029		626,994.80
*** VENDOR TOTALS ***						1	CHECKS	626,994.80
011656	NOVELTY PLUS WHOLESALE, INCORP							
I-10216	MECHANIC WIPES - CG	E	8/07/2024	133.77		010045		133.77
*** VENDOR TOTALS ***						1	CHECKS	133.77
000837	O'REILLY AUTOMOTIVE INC							
I-0295-411454	BIT SET - MU	E	8/07/2024	22.99		009984		
I-0295-411459	PUMP FILTER WRENCH - MU	E	8/07/2024	23.99		009984		
I-0295-412389	UNIT #910 PARTS	E	8/07/2024	134.24		009984		
I-0295-413956	UNIT #631 PARTS	E	8/07/2024	57.50		009984		238.72
*** VENDOR TOTALS ***						1	CHECKS	238.72
003727	ODP BUSINESS SOLUTIONS, LLC							
I-359090135001	TAPE BOOKS - KL	R	8/05/2024	80.85		248574		
I-359090450001	BULBS - KL	R	8/05/2024	16.59		248574		
I-367148110001	BREAKROOM SUPPLIES - CH	R	8/05/2024	4.87		248574		
I-367776647001	DESK RISER - PD	R	8/05/2024	797.98		248574		
I-369151027001	TONER/FILES/FOLDERS-OC	R	8/05/2024	55.22		248574		
I-369316694001	LABELS - PSB	R	8/05/2024	69.48		248574		
I-372615102001	BREAKROOM/OFFICE SUPPLIES - CH	R	8/05/2024	42.47		248574		
I-372874251001	OFFICE SUPPLIES - PSB	R	8/05/2024	243.09		248574		
I-372874251002	PENCILS - PSB	R	8/05/2024	11.82		248574		
I-373022389001	OFFICE SUPPLIES - CH	R	8/05/2024	92.82		248574		
I-374237596001	BREAKROOM SUPPLIES - PSB	R	8/05/2024	7.51		248574		
I-374237598001	BREAKROOM SUPPLIES - PSB	R	8/05/2024	59.40		248574		
I-376730053001	OFFICE SUPPLIES - CH	R	8/05/2024	53.73		248574		1,535.83
*** VENDOR TOTALS ***						1	CHECKS	1,535.83

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010076	OLSSON, INC							
I-505210 #5	PAY 5-FIBER OPTIC NTRK UPGRDE	R	8/05/2024	27,297.19		248575		27,297.19
	*** VENDOR TOTALS ***					1 CHECKS		27,297.19
010122	LG PLAYGROUNDS LLC							
I-3674	COMM BOARD-P&R	E	8/07/2024	2,611.00		010034		2,611.00
	*** VENDOR TOTALS ***					1 CHECKS		2,611.00
007878	OVERDRIVE INC							
I-06497C024208381	MULTIMEDIA -KL	E	8/07/2024	998.83		010020		
I-06497C024208405	MULTIMEDIA -KL	E	8/07/2024	62.28		010020		
I-06497C024219142	MULTIMEDIA -KL	E	8/07/2024	696.97		010020		1,758.08
	*** VENDOR TOTALS ***					1 CHECKS		1,758.08
003568	MATTHEW OVERLAND							
I-07/2024SUMMERFST	07/2024 SUMMERFEST DIRECTOR	R	8/05/2024	350.00		248576		350.00
	*** VENDOR TOTALS ***					1 CHECKS		350.00
011375	PAR INDUSTRIES LLC							
I-24220-1	OUTLET INSTALLATION - CFAC	R	8/05/2024	300.00		248577		300.00
	*** VENDOR TOTALS ***					1 CHECKS		300.00
011526	PBC GURU LLC							
I-INV-503618	7/1/24-6/30/25 SPEAKERS - KL	R	8/05/2024	3,500.00		248578		3,500.00
	*** VENDOR TOTALS ***					1 CHECKS		3,500.00
007900	PDQ.COM CORPORATION							
I-PDQ-21245	7/11/24-7/11/25 PDQ CONNECT	R	8/05/2024	108.00		248579		
I-PDQ-21297	7/12/24-7/12/25 PDQ DEPLOY	R	8/05/2024	3,825.00		248579		
I-PDQ-22433	PDQ DEPLOY INV CONNECT RE	R	8/05/2024	1,002.78		248579		4,935.78
	*** VENDOR TOTALS ***					1 CHECKS		4,935.78
002158	PERFICUT COMPANIES INC							
I-36260	6/29-7/5/24 SOUTH ZONE	R	8/05/2024	11,135.60		248580		
I-36598	7/6-7/12/24 SOUTH ZONE	R	8/05/2024	11,135.60		248580		
I-37152	7/13-7/19/24 SOUTH ZONE	R	8/05/2024	11,135.60		248580		
I-37921	7/20-7/26/24 SOUTH ZONE MOW	R	8/05/2024	11,135.60		248580		44,542.40
	*** VENDOR TOTALS ***					1 CHECKS		44,542.40
009158	PERFORMANCE FOODSERVICE - THOM							
C-7629372	CR: FOOD FOR RESALE - OC	R	8/05/2024	33.53CR		248581		
I-7627684	FOOD FOR RESALE-OC	R	8/05/2024	1,008.56		248581		
I-7630067	FOOD FOR RESALE - OC	R	8/05/2024	582.12		248581		
I-7633253	FOOD FOR RESALE - OC	R	8/05/2024	508.42		248581		
I-7635680	FOOD FOR RESALE -OC	R	8/05/2024	644.04		248581		
I-7638971	FOOD FOR RESALE-OC	R	8/05/2024	594.72		248581		3,304.33
	*** VENDOR TOTALS ***					1 CHECKS		3,304.33

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012163	JOHN PETERSON							
I-07/2024 FITNESS	07/2024 FITNESS	E	8/07/2024	18.00		010068		18.00
			*** VENDOR TOTALS ***			1 CHECKS		18.00
008695	CHRISTINE CARROLL							
I-07/16/24BALLOONS	7/16/24 BALLOOS -P&R	R	8/05/2024	262.00		248582		262.00
			*** VENDOR TOTALS ***			1 CHECKS		262.00
000383	PITNEY BOWES GLOBAL FINANCIAL							
I-3319391250	05/27/24-08/26/24 RENTAL	R	8/05/2024	223.35		248583		223.35
			*** VENDOR TOTALS ***			1 CHECKS		223.35
000384	PITNEY BOWES INC							
I-1025657186	4/30/24-7/30/24 RENTAL - PD	E	8/07/2024	105.00		009973		105.00
			*** VENDOR TOTALS ***			1 CHECKS		105.00
003387	PJ IOWA LC PAPA JOHN'S PIZZA							
I-171961BALANCE	6/10/24 PIZZA BALANCE CFAC	R	8/05/2024	100.00		248584		
I-171991	6/16/24 PIZZA AC	R	8/05/2024	52.50		248584		
I-172270	7/5 CFAC	R	8/05/2024	90.00		248584		
I-172271	7/5 PRAC	R	8/05/2024	7.50		248584		
I-172272	7/6 CFAC	R	8/05/2024	97.50		248584		
I-172273	7/5 PRAC	R	8/05/2024	15.00		248584		
I-172274	7/6 PRAC	R	8/05/2024	52.50		248584		
I-172275	7/6 CFAC	R	8/05/2024	135.00		248584		
I-172276	7/6 PRAC	R	8/05/2024	37.50		248584		
I-172277	7/6 PRAC	R	8/05/2024	15.00		248584		
I-172278	7/7 CFAC	R	8/05/2024	90.00		248584		
I-172279	7/7 PRAC	R	8/05/2024	37.50		248584		
I-172280	7/07 PRAC	R	8/05/2024	22.50		248584		
I-172281	7/8 CFAC	R	8/05/2024	112.50		248584		
I-172282	7/8 PRAC	R	8/05/2024	45.00		248584		
I-172283	7/8 CFAC	R	8/05/2024	97.50		248584		
I-172284	7/8 PRAC	R	8/05/2024	22.50		248584		
I-172285	7/9 PRAC	R	8/05/2024	37.50		248584		
I-172286	7/9 CFAC	R	8/05/2024	120.00		248584		
I-172288	7/9 PIZZA CFAC	R	8/05/2024	67.50		248584		
I-172290	7/10 CFAC	R	8/05/2024	82.50		248584		
I-172291	7/10 PRAC	R	8/05/2024	22.50		248584		
I-172292	7/10 PRAC	R	8/05/2024	15.00		248584		
I-172293	7/10 CFAC	R	8/05/2024	52.50		248584		
I-172295	HAWKEYE	R	8/05/2024	15.00		248584		
I-172296	7/11 PRAC	R	8/05/2024	45.00		248584		
I-172297	7/11 CFAC	R	8/05/2024	67.50		248584		
I-172298	7/11 PIZZA CFAC	R	8/05/2024	127.50		248584		
I-172299	7/11 PIZZA PRAC	R	8/05/2024	30.00		248584		
I-172969	PIZZA CFAC	R	8/05/2024	82.50		248584		
I-172970	PIZZA PRAC	R	8/05/2024	7.50		248584		

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I-172971	HAWKEYE	R	8/05/2024	22.50		248584		
I-172972	PIZZA CFAC	R	8/05/2024	135.00		248584		
I-172973	PIZZA PRAC	R	8/05/2024	45.00		248584		
I-172976	HAWKEYE	R	8/05/2024	90.00		248584		
I-172977	PIZZA PRAC	R	8/05/2024	37.50		248584		
I-172978	PIZZA CFAC	R	8/05/2024	37.50		248584		
I-172979	PIZZA PRAC	R	8/05/2024	37.50		248584		
I-172980	PIZZA CFAC	R	8/05/2024	105.00		248584		
I-172981	7/13 PIZZA CFAC	R	8/05/2024	135.00		248584		
I-172983	7/13 PIZZA CFAC	R	8/05/2024	142.50		248584		
I-172984	7/13 PIZZA PRAC	R	8/05/2024	22.50		248584		
I-172985	HAWKEYE	R	8/05/2024	60.00		248584		
I-172986	7/13 PIZZA CFAC	R	8/05/2024	105.00		248584		
I-172987	7/13 PIZZA PRAC	R	8/05/2024	37.50		248584		
I-172989	HAWKEYE	R	8/05/2024	22.50		248584		
I-172991	7/14 PIZZA CFAC	R	8/05/2024	150.00		248584		
I-172992	7/14 PIZZA PRAC	R	8/05/2024	60.00		248584		
I-172993	7/15 PIZZA CFAC	R	8/05/2024	142.50		248584		
I-172994	7/14 PIZZA CFAC	R	8/05/2024	150.00		248584		
I-172995	7/15 PIZZA PRAC	R	8/05/2024	60.00		248584		
I-172996	7/15 PIZZA CFAC	R	8/05/2024	97.50		248584		
I-172997	7/15 PIZZA PRAC	R	8/05/2024	22.50		248584		
I-172998	7/16 PIZZA PRAC	R	8/05/2024	37.50		248584		
I-173550	HAWKEYE	R	8/05/2024	7.50		248584		
I-173552	7/16 PIZZA CFAC	R	8/05/2024	90.00		248584		
I-173553	7/16 PIZZA CFAC	R	8/05/2024	82.50		248584		
I-173554	7/17 PIZZA PRAC	R	8/05/2024	45.00		248584		
I-173555	7/17 PIZZA CFAC	R	8/05/2024	90.00		248584		
I-173556	7/17 PIZZA CFAC	R	8/05/2024	90.00		248584		
I-173559	7/17 PIZZA HAWKEYE	R	8/05/2024	15.00		248584		
I-173560	7/17 PIZZA PRAC	R	8/05/2024	15.00		248584		
I-173561	7/17 PIZZA PRAC	R	8/05/2024	22.50		248584		
I-173563	PIZZA HAWKEYE	R	8/05/2024	15.00		248584		
I-173569	7/20/24 PIZZA HAWKEYE	R	8/05/2024	112.50		248584		
I-173581	7/22/24 PIZZA HAWKEYE	R	8/05/2024	7.50		248584		
I-173586	7/23/24 PIZZA HAWKEYE	R	8/05/2024	7.50		248584		
I-173597	7/29/24 HAWKEYE	R	8/05/2024	15.00		248584		4,172.50
*** VENDOR TOTALS ***						1 CHECKS		4,172.50
011708	PLAYAWAY PRODUCTS LLC							
I-468589	MULTIMEDIA - KL	E	8/07/2024	68.93		010048		
I-468894	MULTIMEDIA - KL	E	8/07/2024	958.85		010048		
I-469454	MISC MULTIMEDIA - KL	E	8/07/2024	386.94		010048		1,414.72
*** VENDOR TOTALS ***						1 CHECKS		1,414.72

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
009386	POMP'S TIRE SERVICE, INC							
I-1400144760	UNIT #123 PARTS	E	8/07/2024	467.59		010030		
I-1400146159	UNIT #239 TIRES	E	8/07/2024	381.24		010030		
I-1400146416	#271 #109 REPAIRS	E	8/07/2024	606.10		010030		
I-1400146426	UNIT #114 TIRES	E	8/07/2024	230.05		010030		
I-1400147469	#132 DRIVE TIRES	E	8/07/2024	4,083.36		010030		
I-1400147647	UNIT #265 TIRES	E	8/07/2024	595.18		010030		
I-1400147697	UNIT #672 TIRES	E	8/07/2024	506.52		010030		6,870.04
	*** VENDOR TOTALS ***					1 CHECKS		6,870.04
003247	PRAIRIE AG SUPPLY INC							
I-01-160382	INSULATOR/GASKET -OCM	R	8/05/2024	25.30		248587		25.30
	*** VENDOR TOTALS ***					1 CHECKS		25.30
002375	PROFESSIONAL DEVELOPERS							
I-200000385	PDI CONF REGISTRATION - D LORD	R	8/05/2024	315.00		248588		315.00
	*** VENDOR TOTALS ***					1 CHECKS		315.00
002713	PROTEX CENTRAL INC							
I-153809	FE INSPECTION - WASTEWATER	R	8/05/2024	245.00		248589		
I-153838	FIRE EXTINGUISHER INSPCTN-PRSC	R	8/05/2024	140.00		248589		
I-153839	FIRE EXT INSPCTN-PKS	R	8/05/2024	245.00		248589		630.00
	*** VENDOR TOTALS ***					1 CHECKS		630.00
006390	QUILL CORPORATION							
I-39266874	OFFICE SUPPLIES - PARKS	R	8/05/2024	22.88		248590		
I-39368244	KLEENEX - P&R	R	8/05/2024	162.21		248590		
I-39387870	LASER WHITE LABELS - P&R	R	8/05/2024	23.42		248590		208.51
	*** VENDOR TOTALS ***					1 CHECKS		208.51
005557	RACOM CORPORATION							
I-INV19312	P25 ACCESS - PD	E	8/07/2024	2,612.73		010013		
I-INV19442	MICROPHONE SPEAKER & BATT	E	8/07/2024	2,001.94		010013		
I-INV20187	P25/BEON ACCESS - FD	E	8/07/2024	2,015.25		010013		
I-INV20193	P25 ACCESS - PD	E	8/07/2024	2,612.73		010013		9,242.65
	*** VENDOR TOTALS ***					1 CHECKS		9,242.65
000587	RED WING SHOE STORE							
I-20240711089893	BOOTS- J. KAISER	E	8/07/2024	140.00		009981		140.00
	*** VENDOR TOTALS ***					1 CHECKS		140.00
008509	REDBUD LLC							
I-2335	7/7-7/13/24 FACILITIES MOW	R	8/05/2024	6,688.55		248591		6,688.55

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008509	REDBUD LLC							
I-2342	07/14/24-07/20/24 FACILITIES	R	8/05/2024	6,688.55		248592		6,688.55
008509	REDBUD LLC							
I-7003	7/21-7/27/24 FACILITES MOW	R	8/05/2024	6,688.55		248593		6,688.55
	*** VENDOR TOTALS ***					3 CHECKS		20,065.65
005746	WALTER REED							
I-06/27/24-06/28/24	6/27-28 MEALS	E	8/07/2024	39.10		010059		39.10
	*** VENDOR TOTALS ***					1 CHECKS		39.10
008276	RELIANT FIRE APPARATUS INC							
I-5WI000797	DECK GUN ON #121	R	8/05/2024	3,411.07		248594		3,411.07
	*** VENDOR TOTALS ***					1 CHECKS		3,411.07
009251	RFID LIBRARY SOLUTIONS INC							
I-APL05162024	04/01/24-03/31/25 MNT RNWL-KL	E	8/07/2024	15,000.00		010026		15,000.00
	*** VENDOR TOTALS ***					1 CHECKS		15,000.00
001985	RIDD X PEST CONTROL							
I-65579	PEST SERVICES	E	8/07/2024	1,871.00		009992		
I-65585	ANT CONTROL -PRAC	E	8/07/2024	240.00		009992		2,111.00
	*** VENDOR TOTALS ***					1 CHECKS		2,111.00
009430	ROSS CHEMICAL SYSTEMS INC							
I-17504	BUILDING SUPPLIES - FD	R	8/05/2024	291.25		248595		291.25
	*** VENDOR TOTALS ***					1 CHECKS		291.25
006366	ROTELLA'S ITALIAN BAKERY INC							
I-B04794	FOOD FOR RESALE-OC	E	8/07/2024	49.89		010016		
I-B07213	FOOD FOR RESALE OC	E	8/07/2024	91.62		010016		
I-B08683	FOOD FOR RESALE - OC	E	8/07/2024	57.56		010016		
I-B10429	FOOD FOR RESALE-OC	E	8/07/2024	77.80		010016		
I-B12501	FOOD FOR RESALE -OC	E	8/07/2024	57.44		010016		
I-B14306	FOOD FOR RESALE - OC	E	8/07/2024	124.95		010016		
I-B16386	FOOD FOR RESALE -OC	E	8/07/2024	52.74		010016		512.00
	*** VENDOR TOTALS ***					1 CHECKS		512.00
012164	JOSHUA RYAN							
I-012164	06/2024 BOOTS	E	8/07/2024	36.03		010069		36.03
	*** VENDOR TOTALS ***					1 CHECKS		36.03
004079	STRAWBERRY PATCH							
I-74247	YOUTH TRI TSHIRTS	R	8/05/2024	1,900.00		248596		
I-94235	TSHIRST CHEER CAMP	R	8/05/2024	325.00		248596		
I-94237	REC STAFF SHIRTS	R	8/05/2024	1,300.00		248596		
I-94240	TSHIRTS HULA HOOP CAMP	R	8/05/2024	143.00		248596		
I-94244	UNIFORMS APPAREL - CD	R	8/05/2024	225.00		248596		3,893.00
	*** VENDOR TOTALS ***					1 CHECKS		3,893.00

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012090	JOHN SCHARES							
I-07/2024	WW LICENSE 07/24 WW TREATMNT 1 LICENSE	E	8/07/2024	42.54		010067		42.54
			*** VENDOR TOTALS ***			1 CHECKS		42.54
007586	SCHOLASTIC LIBRARY PUBLISHING							
I-61260029	SUMMER READING BOOKS	R	8/05/2024	41.00		248597		
I-61334758	SUMMER READING BOOKS	R	8/05/2024	538.00		248597		579.00
			*** VENDOR TOTALS ***			1 CHECKS		579.00
008661	ROBERT SCHULTZ							
I-07/2024	SOFTBALL 07/2024 SOFTBALL UMPIRE	R	8/05/2024	320.00		248598		320.00
			*** VENDOR TOTALS ***			1 CHECKS		320.00
004842	THE SHERWIN-WILLIAMS CO							
I-4104-9	PAINT - MU	R	8/05/2024	201.54		248599		201.54
			*** VENDOR TOTALS ***			1 CHECKS		201.54
003648	CHARLES WILLIAM SHIELDS							
I-07/2024	SOFTBALL 07/2024 SOFTBALL UMPIRE	R	8/05/2024	352.00		248600		352.00
			*** VENDOR TOTALS ***			1 CHECKS		352.00
011886	STEPHEN SHIELDS							
I-07/2024	UMP 07/24 SUMMERFEST SFTBALL UMP	R	8/05/2024	288.00		248601		288.00
			*** VENDOR TOTALS ***			1 CHECKS		288.00
001103	SHRED-IT							
I-8007678176	6/19/2024 SHREDDING - PD	R	8/05/2024	70.46		248602		70.46
			*** VENDOR TOTALS ***			1 CHECKS		70.46
012020	SKATE DSM							
I-07/2024	SKATEBOARD 07/2024 SKATEBOARDING	E	8/07/2024	750.00		010054		750.00
			*** VENDOR TOTALS ***			1 CHECKS		750.00
003348	SMITH'S SEWER SERVICE INC							
I-458254	LAV LINE CLEANING - ENG	R	8/05/2024	100.00		248603		
I-458273	TELEWISE/TRACE - ENG	R	8/05/2024	337.50		248603		
I-458697	TELEWISE STORM SEWER	R	8/05/2024	3,235.00		248603		3,672.50
			*** VENDOR TOTALS ***			1 CHECKS		3,672.50
000990	SNYDER & ASSOCIATES INC							
I-119.0975.01B #21	PAY 21-NTHLWN UTLTY IMP PH2	E	8/07/2024	3,952.53		009985		
I-119.0975.01C #9	PAY 9-NTHLWN UTLTY IMP PH3	E	8/07/2024	3,157.30		009985		
I-119.0975.01D #4	PAY 4-NTHLWN UTLTY IMP PH4	E	8/07/2024	23,331.00		009985		
I-121.0695.01 #36	PAY 36-DEL AVE RECON-5THTO18TH	E	8/07/2024	37,751.88		009985		
I-123.0135.01 #12	PAY 12-ORLBR RD/CRKVV TRFC	E	8/07/2024	9,019.52		009985		
I-123.0251.01 #14	PAY 14-DEL AVE/54TH TRFC	E	8/07/2024	6,896.59		009985		
I-123.0584.01 #10	PAY 10-ANK BLVD IMP/1ST-11TH	E	8/07/2024	26,181.25		009985		
I-123.0680.01 #14	PAY 14-ANK BVD IMP/PET-1ST	E	8/07/2024	26,859.50		009985		
I-124.0171.01 #6	PAY 6-WATERCREST PARK	E	8/07/2024	4,464.75		009985		141,614.32
			*** VENDOR TOTALS ***			1 CHECKS		141,614.32

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011989	LOGAN SOMMERS							
I-6/10/2024	DOOR FRAME PAINTING - MU	R	8/05/2024	400.00		248604		400.00
			*** VENDOR TOTALS ***			1 CHECKS		400.00
012167	REBEKA SONGER							
I-07/2024 REFUND	07/2024 TENNIS TOURNEY REFUND	R	8/05/2024	25.00		248605		25.00
			*** VENDOR TOTALS ***			1 CHECKS		25.00
011758	JONATHAN SOUBAYI							
I-06/18/24-06/20/24	6/18-6/20/24 IASRO SCHOOL	E	8/07/2024	16.32		010066		16.32
			*** VENDOR TOTALS ***			1 CHECKS		16.32
001280	SPRAYER SPECIALTIES INC							
I-1221633-IN	TUBING -PRSC	E	8/07/2024	3.76		009987		3.76
			*** VENDOR TOTALS ***			1 CHECKS		3.76
002339	STAPLES CONTRACT & COMMERCIAL							
C-6006820821	CR: TOWELS - PD	R	8/05/2024	41.00CR		248606		
I-6002695162	JANITORIAL SUPPLIES - PD	R	8/05/2024	1,302.36		248606		
I-6006239678	STRIPS/CRISP/PAPER-KL	R	8/05/2024	120.56		248606		
I-6006292965	BREAKROOM SUPPLIES - PD	R	8/05/2024	669.30		248606		
I-6006483525	BROTHER INK - OCM	R	8/05/2024	70.76		248606		
I-6006483526	BOOK TAPE/CLEANER/BOUNTY-KL	R	8/05/2024	123.65		248606		
I-6006525082	EXPO CLEANER - KL	R	8/05/2024	14.16		248606		
I-6006983013	FLOOR MATS - PD	R	8/05/2024	106.11		248606		
I-6006983014	LAMINATING POUCHES - PD	R	8/05/2024	27.97		248606		
I-7001394257	TINT/STAPLES - KL	R	8/05/2024	255.65		248606		2,649.52
			*** VENDOR TOTALS ***			1 CHECKS		2,649.52
000474	STATE HYGIENIC LABORATORY AR							
I-280999	6/30/2024 TESTING	E	8/07/2024	1,541.00		009977		1,541.00
			*** VENDOR TOTALS ***			1 CHECKS		1,541.00
008350	STIVERS FORD							
I-721544	POLICE UNIT #92	R	8/05/2024	22,960.14		248607		
I-724967/1	UNIT #922 REPAIRS	R	8/05/2024	617.78		248607		23,577.92
			*** VENDOR TOTALS ***			1 CHECKS		23,577.92
001814	SWANK MOTION PICTURES INC							
I-DB 3672093	PAW PATROL 06/28/24	E	8/07/2024	450.00		009988		
I-DB 3684764	TROLLS - P&R	E	8/07/2024	450.00		009988		900.00
			*** VENDOR TOTALS ***			1 CHECKS		900.00

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005743	SWANNIES GOLF APPAREL CO							
I-75456	MERCH FOR RESALE - OC	R	8/05/2024	665.13		248608		665.13
			*** VENDOR TOTALS ***			1 CHECKS		665.13
009409	FCH LLC							
I-615701	JUNE SYLVAN MAKERS CAMP	E	8/07/2024	2,040.00		010031		
I-615704	STEMEXTRAVAGANZA CAMP	E	8/07/2024	1,920.00		010031		3,960.00
			*** VENDOR TOTALS ***			1 CHECKS		3,960.00
000124	SYSCO IOWA INC							
C-339612906	CR: FOOD FOR RESALE-OC	R	8/05/2024	28.95CR		248609		
C-339616177	CR: FOOD FOR RESALE - OC	R	8/05/2024	138.14CR		248609		
C-339622131	CR: FOOD FOR RESALE -OC	R	8/05/2024	12.90CR		248609		
C-339622132	FOOD FOR RESALE - OC	R	8/05/2024	12.98CR		248609		
I-339603351	FOOD FOR RESALE - CFAC	R	8/05/2024	346.74		248609		
I-339607910	FOOD FOR RESALE-CFAC	R	8/05/2024	213.07		248609		
I-339607915	FOOD FOR RESALE-CFAC	R	8/05/2024	367.60		248609		
I-339610400	FOOD FOR RESALE-CFAC	R	8/05/2024	887.64		248609		
I-339611349	FOOD FOR RESALE-OC	R	8/05/2024	733.87		248609		
I-339612608	FOOD FOR RESALE - OC	R	8/05/2024	28.95		248609		
I-339614958	FOOD FOR RESALE -OC	R	8/05/2024	552.58		248609		
I-339618476	FOOD FOR RESALE-CFAC	R	8/05/2024	532.10		248609		
I-339619601	FOOD FOR RESALE -OC	R	8/05/2024	423.03		248609		
I-339622890	FOOD FOR RESALE - OC	R	8/05/2024	506.66		248609		4,399.27
			*** VENDOR TOTALS ***			1 CHECKS		4,399.27
000455	TESDELL ELECTRIC LTD							
I-148249	STREETLIGHT REPAIR	R	8/05/2024	2,769.37		248610		2,769.37
			*** VENDOR TOTALS ***			1 CHECKS		2,769.37
006505	TG TECHNICAL SERVICES LLC							
I-05849	4 GAS METERS - FD	E	8/07/2024	1,915.62		010017		1,915.62
			*** VENDOR TOTALS ***			1 CHECKS		1,915.62
008966	THE BUSINESS LETTER INC							
I-77199	TRESSPASS NOTIFICATION - PD	R	8/05/2024	244.35		248611		244.35
			*** VENDOR TOTALS ***			1 CHECKS		244.35
012157	THE INDUSTRIAL FUND REIT LLC							
I-FEES-SE DEL/54TH	INDUSTRIAL FUND - FEES	D	7/18/2024	6,000.00		002553		6,000.00
012157	THE INDUSTRIAL FUND REIT LLC							
I-07/2024PERMESMNT	07/2024 PERMANENT EASEMENT	E	8/07/2024	860.00		010055		
I-07/2024TEMPESMNT	07/2024 TEMPORARY EASEMENT	E	8/07/2024	455.00		010055		1,315.00
			*** VENDOR TOTALS ***			2 CHECKS		7,315.00

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
011696	THRESHOLD DEVELOPMENT, LLC							
I-RES 2024-200	SDWLK/WTR MN-SPECTRUM 36 P2	E	8/07/2024	17,461.75		010046		17,461.75
			*** VENDOR TOTALS ***			1 CHECKS		17,461.75
010127	TK ELEVATOR CORPORATION							
I-1000626131	8/1-10/31/24 ELEVATOR SVC - PD	E	8/07/2024	482.76		010035		482.76
			*** VENDOR TOTALS ***			1 CHECKS		482.76
000444	TOMPKINS INDUSTRIES INC							
I-405733823	UNIT #206 PARTS	E	8/07/2024	62.11		009975		
I-405736106	UNIT #234 PARTS	E	8/07/2024	211.50		009975		273.61
			*** VENDOR TOTALS ***			1 CHECKS		273.61
004159	TOYNE INC							
I-IN0017901	TORQUE ARM ADJUSTER	R	8/05/2024	2,767.67		248612		
I-IN0017968	PUMP - FD	R	8/05/2024	735.79		248612		
I-IN0018012	WATER VALVE - FD	R	8/05/2024	602.25		248612		
I-IN0018027	SWITCH ROCKER - FD	R	8/05/2024	34.39		248612		4,140.10
			*** VENDOR TOTALS ***			1 CHECKS		4,140.10
004343	TRACTOR SUPPLY COMPANY							
I-395009	SAFETY EQUIPMENT - TRAFFIC	R	8/05/2024	199.98		248613		199.98
			*** VENDOR TOTALS ***			1 CHECKS		199.98
000657	TRAFFIC AND TRANSPORTATION							
I-245067	UPS - DELAWARE & 5TH	E	8/07/2024	7,800.00		009983		7,800.00
			*** VENDOR TOTALS ***			1 CHECKS		7,800.00
006765	TRAFFIC CONTROL CORPORATION							
I-151822	ATC POWER ASSEMBLY	E	8/07/2024	2,380.00		010018		
I-152245	PTZ-DELAWARE&5TH	E	8/07/2024	5,850.00		010018		8,230.00
			*** VENDOR TOTALS ***			1 CHECKS		8,230.00
005030	TRIATHLON RACERS OF IOWA							
I-07/24 YOUTH TRI	TRI RACER PAYMENT YTRI	R	8/05/2024	4,052.20		248614		4,052.20
			*** VENDOR TOTALS ***			1 CHECKS		4,052.20
000740	TRIPLETT COMPANIES							
I-455649-0	CITY ENVELOPES	R	8/05/2024	720.00		248615		
I-456121.0	BUSINESS CARDS - PD	R	8/05/2024	178.00		248615		
I-456551-0	BUSINESS CARDS - T. HENNING	R	8/05/2024	89.00		248615		987.00
			*** VENDOR TOTALS ***			1 CHECKS		987.00

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
007454	TUBE PRO INC							
I-00061747	TUBES - CFAC	R	8/05/2024	668.50		248616		
I-0061747B	TUBES -CFAC	R	8/05/2024	819.00		248616		1,487.50
			*** VENDOR TOTALS ***			1 CHECKS		1,487.50
003278	DAVIS EQUIPMENT CORPORATION							
I-JE17733	MOWER-OCM	E	8/07/2024	40,500.00		010001		40,500.00
			*** VENDOR TOTALS ***			1 CHECKS		40,500.00
000966	U S BANK							
I-06/24 P-CARD STMT	U S BANK	D	7/25/2024	17,434.27		002554		17,434.27
			*** VENDOR TOTALS ***			1 CHECKS		17,434.27
006209	ULINE INC							
I-180313573	TAPE - PD	R	8/05/2024	55.23		248617		55.23
			*** VENDOR TOTALS ***			1 CHECKS		55.23
011876	HD SUPPLY, INC.							
I-INV00420500	PVC HOSE - MU	E	8/07/2024	49.10		010050		49.10
			*** VENDOR TOTALS ***			1 CHECKS		49.10
010036	USCC SERVICES LLC							
I-0663650122	7/2-8/1/24 STATEMENT	R	8/05/2024	181.94		248618		181.94
			*** VENDOR TOTALS ***			1 CHECKS		181.94
000475	UTILITY EQUIPMENT COMPANY							
I-20057834-000	SEWER SUPPLIES - MU	E	8/07/2024	387.60		009978		
I-20057893-000	RISERS - MU	E	8/07/2024	492.13		009978		879.73
			*** VENDOR TOTALS ***			1 CHECKS		879.73
005012	VAN-WALL EQUIPMENT INC							
I-6292750	UNIT #634 PARTS	E	8/07/2024	9.04		010008		
I-6292753	UNIT #653 PARTS	E	8/07/2024	456.68		010008		
I-6296443	CHAIN LINK/MOWER BLADE-PRSC	E	8/07/2024	976.80		010008		
I-6299371	UNIT #628 PARTS	E	8/07/2024	559.44		010008		
I-6302291	UNIT #874 CYLINDER	E	8/07/2024	547.79		010008		
I-6306183	UNIT #631 REPAIRS	E	8/07/2024	443.59		010008		
I-6306477	SPRINGS/NUTS/WSHRS-MISC	E	8/07/2024	39.88		010008		3,033.22
			*** VENDOR TOTALS ***			1 CHECKS		3,033.22
000519	VERMEER SALES & SERVICE IOWA							
I-P0662105	UNIT #260 PARTS	E	8/07/2024	409.27		009979		
I-P0664905	UNIT #260 PARTS	E	8/07/2024	256.90		009979		666.17
			*** VENDOR TOTALS ***			1 CHECKS		666.17

VENDOR SET: 01 City of Ankeny

BANK: APFNB FIRST NATIONAL BANK AMES

DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000960	VISION MARKETING PASSPORT SYST							
I-2080	NAMETAGS - FD	R	8/05/2024	136.95		248619		136.95
	*** VENDOR TOTALS ***					1 CHECKS		136.95
004796	WALSH DOOR & HARDWARE COMPANY							
I-815341	PSB CAM TROUBLESHOOT - IT	R	8/05/2024	486.00		248620		
I-815342	HAWKEYE/MIRACLE PK CAMERAS	R	8/05/2024	8,492.74		248620		8,978.74
	*** VENDOR TOTALS ***					1 CHECKS		8,978.74
002569	WASTE CONNECTIONS INC							
I-3667517T071	6/1-6/30/24 SVCS - PSB	R	8/05/2024	81.16		248621		
I-3675688T071	5/29/24 ROLL OFF -PRSC	R	8/05/2024	354.40		248621		
I-3677403T071	7/1-7/31/24 WASTE SVCS AMP	R	8/05/2024	48.87		248621		
I-3677404T071	07/2024 WASTE SVCS-CFAC	R	8/05/2024	195.43		248621		
I-3677408T071	07/2024 WASTE SVCS FS1/ACC	R	8/05/2024	284.63		248621		
I-3677411T071	7/1-7/31/24 WASTE SVCS-HAWKEYE	R	8/05/2024	48.87		248621		
I-3677414T071	7/1-7/31/24 WASTE SVCS - PW	R	8/05/2024	301.09		248621		
I-3677415T071	7/1-7/31/24 WASTE SVCS-PRSC	R	8/05/2024	260.58		248621		
I-3677416T071	7/1-7/31/24 WASTE SVCS-PK MNT	R	8/05/2024	260.58		248621		
I-3677417T071	7/1-7/31/24 WASTE SVCS - PD	R	8/05/2024	65.15		248621		
I-3677418T071	07/2024 WASTE SVCS PRAC	R	8/05/2024	130.28		248621		
I-3677419T071	7/1-7/31/24 WASTE SVCS-PRSC	R	8/05/2024	252.99		248621		
I-3677420T071	7/1-7/31/24 SVCS - PSB	R	8/05/2024	81.16		248621		
I-3677421T071	7/1-7/31/24 WASTE SVCS-PRSC	R	8/05/2024	119.34		248621		
I-3677422T071	7/1-7/31/24 SVCS - WASTEWATER	R	8/05/2024	96.96		248621		2,581.49
	*** VENDOR TOTALS ***					1 CHECKS		2,581.49
007822	WEE'S TEES LLC							
I-17713	TSHIRTS - PRSC	R	8/05/2024	226.90		248622		226.90
	*** VENDOR TOTALS ***					1 CHECKS		226.90
007146	MICHAEL E WILLIAMS							
I-05/07/24-05/09/24	05/2024 MEALS	R	8/05/2024	33.91		248623		
I-06/03/24-06/07/24	6/7-6/8/2024 MEALS	R	8/05/2024	81.10		248623		115.01
	*** VENDOR TOTALS ***					1 CHECKS		115.01
011351	COX SUBSCRIPTIONS, INC							
I-3137629	9/1/24-8/31/25 SUBS RENEWAL	R	8/05/2024	4,341.15		248624		4,341.15
	*** VENDOR TOTALS ***					1 CHECKS		4,341.15
005056	YOUTH TECH INC							
I-07/2024 CAMP	7/1-3 YOUTH TECH GAMING	R	8/05/2024	2,496.00		248625		2,496.00
	*** VENDOR TOTALS ***					1 CHECKS		2,496.00

VENDOR SET: 01 City of Ankeny
BANK: APFNB FIRST NATIONAL BANK AMES
DATE RANGE: 7/18/2024 THRU 8/07/2024

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
008820	SIouxLAND TURF PRODUCTS INC							
I-195877	PLANT PROTECTANT-OCM	E	8/07/2024	1,060.00		010023		
I-195878	PLANT HEALTH GREENS-OCM	E	8/07/2024	1,840.00		010023		
I-196210	WETTING AGENT	E	8/07/2024	1,237.50		010023		
I-196282A	FAIRWAY FUNGICIDE	E	8/07/2024	4,450.00		010023		
I-196282B	CHEMICALS - OCM	E	8/07/2024	714.00		010023		
I-196554	GREENS FERTILIZER-OCM	E	8/07/2024	2,060.00		010023		11,361.50
*** VENDOR TOTALS ***						1 CHECKS		11,361.50

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	239	2,275,019.73	0.00	2,275,019.73
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	2	23,434.27	0.00	23,434.27
EFT:	107	1,701,882.55	0.00	1,701,882.55
NON CHECKS:	1	0.00	0.00	0.00
VOID CHECKS:	0 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: APFNB TOTALS:	349	4,000,336.55	0.00	4,000,336.55
BANK: APFNB TOTALS:	349	4,000,336.55	0.00	4,000,336.55
REPORT TOTALS:	349	4,000,336.55	0.00	4,000,336.55



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to receive and file the Adopted Annual Budget Document for Fiscal Year 2025.

EXECUTIVE SUMMARY:
Attached is the Adopted Annual Budget Document for Fiscal Year 2025. It has been submitted to the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award Program.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:
Recommend to receive and file the Adopted Annual Budget Document for Fiscal Year 2025.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):
The Fiscal Year 2025 Budget was adopted by the City Council on April 15, 2024.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 FY 2025 Budget Document



ADOPTED ANNUAL BUDGET

FISCAL YEAR 2025
CITY OF ANKENY, IOWA



MAYOR AND CITY COUNCIL



Mark Holm
Mayor
mholm@ankenyiowa.gov



Bobbi Bentz
Mayor Pro Tem
bbentz@ankenyiowa.gov



Kelly Stearns
Council Member
kstearns@ankenyiowa.gov



Jeff Perry
Council Member
jperry@ankenyiowa.gov



Joe Ruddy
Council Member
jruddy@ankenyiowa.gov



Todd Shafer
Council Member
tshafer@ankenyiowa.gov



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Ankeny
Iowa**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Ankeny, Iowa**, for its Annual Budget for the fiscal year beginning **July 1, 2023**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

*For your convenience, this Table of Contents is interactive and contains links.
Click on any heading or page number to instantly navigate to that section of the document.
To return to the Table of Contents, simply click on the chapter title located at the bottom of the page.*

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Introduction

Guide to the Budget Document



The budget document is intended to inform and enhance the citizens' understanding of the budget process and the services they receive. It is also vital the City Council is provided with the information that they need to ensure the budget reflects public interest and maintains structural integrity. Therefore, it is critical that the document serves the following four functions: act as a policy document, serve as a legally required financial planning tool, function as an operational guide and act as a communication device.

Listed below is a brief description of the individual sections of this document.

The introductory section includes the community profile, organizational chart, strategic plan and the City Manager's budget message. It is intended to articulate priorities, issues and any other major changes in City services for the budget year.

The budget summary section describes the City's basis of accounting and budget, financial policies, financial policy compliance, budget process, budget calendar and includes the fund/program matrix. Various summary schedules showing fund balance, revenues, expenditures and transfers for all

funds combined provide an overview of the total resources budgeted by the City. Long-range forecasting, property tax valuations and rates, personnel summary and capital outlay and supplemental request summary are included as well.

The fund sections provide a breakdown of the fiscal year 2025 budget on an individual fund basis. The fund sections include the general fund, special revenue funds, debt service fund, business type activities/enterprise funds, capital projects fund and internal service funds. Each fund includes a description of the fund, financial highlights of the fiscal year 2024 and 2025 budgets, estimated ending fund balance, looking ahead to fiscal year 2026 and beyond and a fund summary.

In order to provide consistent information on the purpose of City expenditures, all fund activities are allocated to the following programs: public safety, health and social services, culture and recreation, public works, community and economic development, general government, debt service, business type activities/enterprise and capital projects. In addition to program summaries, detail is provided by department including a description of the department, its performance measures, recent accomplishments, in progress and upcoming activities and trends and issues as reported by the department director. For comparison purposes, all budget schedules include the fiscal year 2020-21, 2021-22 and 2022-23 actuals, original 2023-24 budget, revised 2023-24 budget, adopted 2024-25 budget and projected 2025-26 budget.

The glossary and acronyms section includes the glossary and acronyms list to assist the reader with any terminology not readily understood.

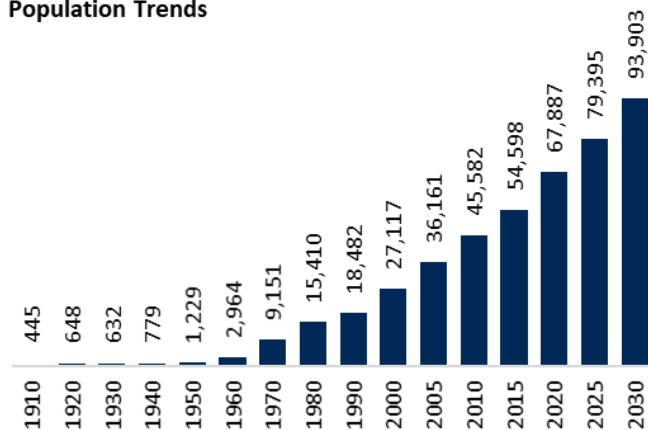
Community Profile

The City of Ankeny regularly collects and evaluates information about trends in the community, the external factors affecting it, opportunities that may be available and problems and issues that need to be addressed. This information provides a context for making and understanding the decisions incorporated in the budget document and is shared here and throughout this chapter.

Location – The City of Ankeny is located in Polk County, Iowa, approximately six miles north of downtown Des Moines, the state capital, and 20 miles south of Ames, home of Iowa State University. The City sits at the heart of the state and country at the intersection of Interstate 35 and Interstate 80, providing easy access to the major cities of the upper Midwest region.

History – On July 11, 1874, John Fletcher Ankeny and his wife, Sarah, acquired 80 acres of land and the following year they recorded the plat for the city which would bear their name. Ankeny was incorporated as a town in 1903, with a total area of one square mile. Based on 2023 U.S. Census Bureau estimates, the City of Ankeny has grown to a population of 74,458, the sixth largest city in the state of Iowa. Ankeny has been recognized nationally for its rate of growth when it was ranked by the U.S. Census Bureau in 2018 as the fourth fastest growing city in the United States with a population of 50,000 or more and it was ranked tenth on that list in 2019. Between April 1, 2022 and April 1, 2023, Ankeny added 2,236 residents, an average of 6 people per day; a 3.1% increase.

Population Trends



Source: U.S. Census Bureau, City of Ankeny Community Development Department – The Ankeny Plan 2040



"The City's financial position will remain strong due to healthy reserve levels, conservative budgeting practices and significant levying flexibility." – Moody's Investors Service

Press release, May 4, 2023

Population by Age Group

Under 5 years	7.2%
5 to 9 years	7.8%
10 to 14 years	8.1%
15 to 19 years	6.3%
20 to 24 years	6.9%
25 to 34 years	16.5%
35 to 44 years	16.0%
45 to 54 years	12.1%
55 to 64 years	7.9%
65 to 74 years	6.5%
75 years and over	4.7%
Median age	33.3

Racial Diversity

White	90.6%
Black or African American	1.1%
American Indian and Alaska Native	0.1%
Asian	3.3%
Native Hawaiian and Other Pacific Islander	0.0%
Some other race	0.6%
Two or more races	4.3%

Gender

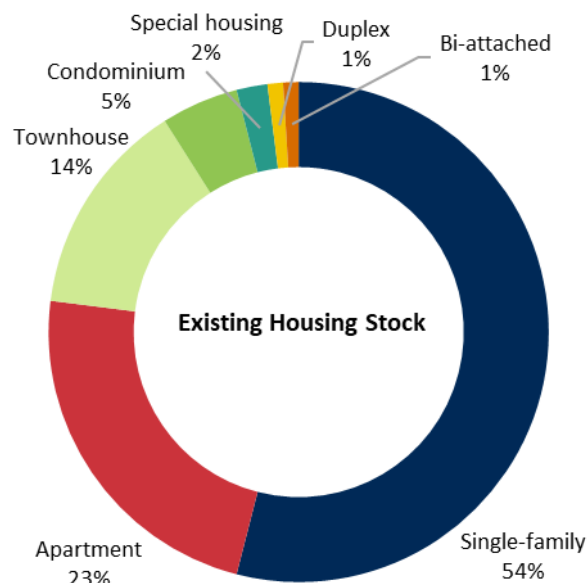
Male	49.7%
Female	50.3%

Housing – A community is largely defined by the type, style and cost of housing available for its residents. It can be one of several factors used to attract new residents and growth to an area. Those moving into the Ankeny community enjoy a wide variety of housing choices from the type of home to the location and amenities of the neighborhoods.

Housing Data

Median home value	\$281,700
Cost of living index (US=100)	86.6
Housing units	27,715
Vacant housing units.....	4.3%
Occupied housing units.....	95.7%
Owner-occupied units.....	71.3%
Average household size	2.75
Renter-occupied units.....	28.7%
Average household size	2.07

Source: U.S. Census Bureau, Polk County Assessor



Construction – Construction activity slowed down in 2023 primarily due to existing economic conditions.

"It's a driver for the entire community. There are people that choose to live in Ankeny because of the amenities and options available in Prairie Trail. There are people who live near Prairie Trail because they're in close proximity or along a bike trail to get to the District. So the benefits and population impacts extend well beyond the boundaries of the District itself." – Economic Development Director Derek Lord

Business Record, June 21, 2024

Building Permits

Calendar Year	Commercial Construction		Residential Construction	
	Number of Units	Value	Number of Units	Value
2023	26	\$54,679,860	615	\$206,254,033
2022	34	172,457,117	818	283,937,889
2021	28	116,246,592	956	267,199,991
2020	22	65,497,340	1,168	297,765,158
2019	35	57,733,604	1,076	256,749,649
2018	31	71,114,309	897	173,052,575
2017	34	73,499,093	1,106	228,825,648
2016	18	48,885,982	1,281	294,900,482
2015	31	44,176,393	929	201,259,673
2014	36	44,367,457	1,011	205,569,149

Source: City of Ankeny Community Development Department

Business Sector – The Ankeny business community provides a vibrant retail sector for its consumers and is home to well-known retailers, as well as local proprietors. With sustained economic and population growth, retail taxable sales have consistently risen over the past decade, as shown in the accompanying table.

The tables on the next page illustrate the diversity of the business sector within the City. Larger taxpayers include Deere & Company, a farm and construction equipment manufacturer; Perishable Distributors of Iowa Ltd, a wholly-owned subsidiary of Hy-Vee, a supermarket chain with more than 285 retail stores in eight Midwestern States; and DRA Properties LC, a local real estate development company. The list of larger taxpayers remained the same for 2023.

Retail Taxable Sales

Fiscal Year	Retail Taxable Sales
2023	\$1,391,586,473
2022	1,265,266,238
2021	1,144,502,039
2020	1,025,097,447
2019	1,005,778,029
2018	972,671,861
2017	977,776,597
2016	924,791,948
2015	841,968,747
2014	775,170,562

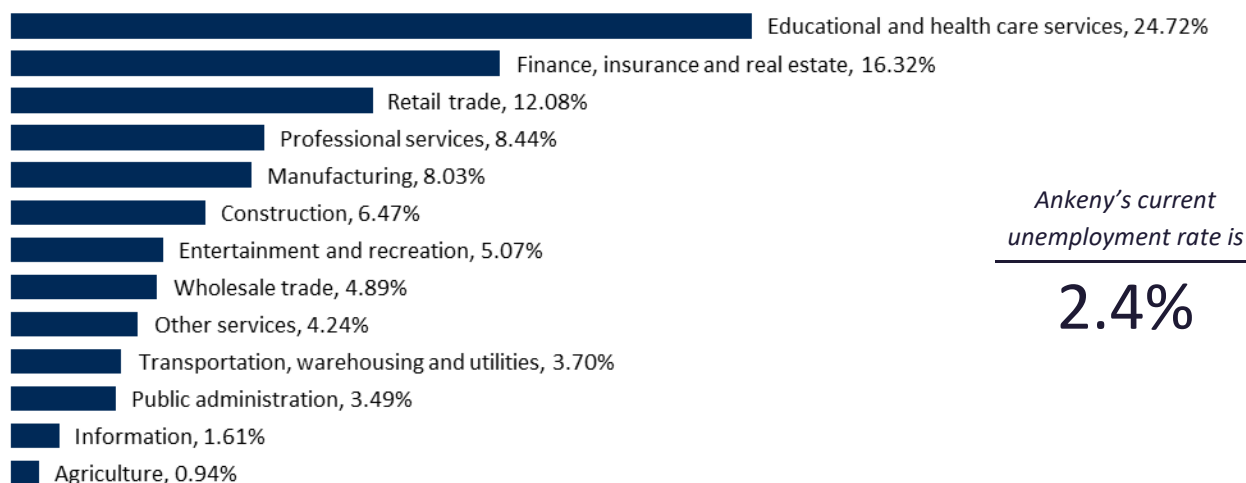
Source: Iowa Department of Revenue

Larger Taxpayers	Type of Property/Business	Taxable Valuation
Deere & Company	Commercial/Farm and Construction Equipment	\$66,167,866
Perishable Distributors of Iowa Ltd.	Commercial/Food Distribution	59,461,641
DRA Properties LC	Commercial/Real Estate Development	56,136,540
The Industrial Fund Ankeny LLC	Commercial	33,407,176
Casey's Retail Company	Commercial/Convenience Stores and Distribution	32,509,050
Mid-American Energy	Utility	31,559,204
DLE Seven LLC	Commercial/Real Estate Development	31,081,638
Harvester Land Holdings LC	Multi-Residential	30,609,521
Denny Elwell Family LC	Commercial/Real Estate Development	26,044,184
Woodland Reserve Apartments LC	Multi-Residential	24,960,664

Source: Polk County Auditor's Office

Employment – Ankeny is part of the larger Des Moines metropolitan area and pulls much of its labor from that area. The total potential labor force in the Des Moines-Ames combined statistical area is 472,700.

Occupation by Industry



Larger Employers ⁽¹⁾	Type of Business	Employees ⁽²⁾
Ankeny Community School District	Education	2,488
Deere & Company	Farm and Construction Equipment	1,550
Casey's Retail Company	Convenience Stores and Distribution	1,235
Baker Group	Mechanical/Electrical Contractor	922
Des Moines Area Community College	Higher Education	899
City of Ankeny	Municipal Government	844
Perishable Distributors of Iowa Ltd	Food Distribution	827
Mom's Meals	Wholesale Distribution	558
Hy-Vee Fresh Commissary	Prepared Food Production	437
Amazon	Retail Distribution	420

⁽¹⁾ Does not include retail employers

⁽²⁾ Includes full-time, part-time and seasonal employees

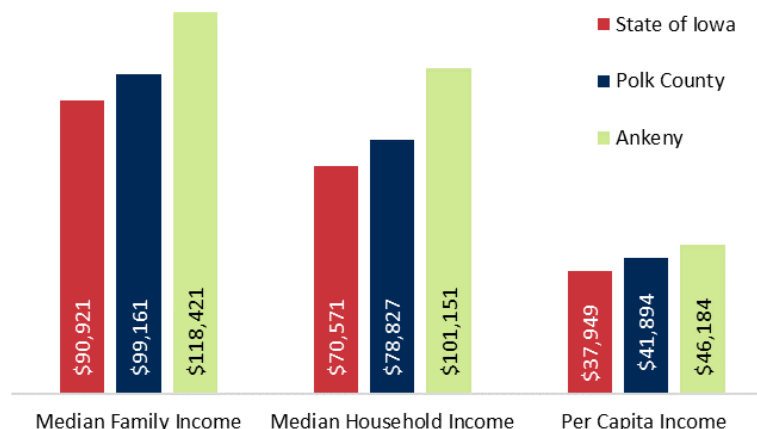
Source: City of Ankeny, Greater Des Moines Partnership and company inquiries

Education – Public education is provided by the Ankeny Community School District, North Polk Community School District and Saydel Community School District. With a 2023-2024 state-certified enrollment of 12,637 students, the Ankeny Community School District is the 7th largest district in the state. They enjoy a 94.30% graduation rate; 4.4 percentage points above the state average of 89.9%. Private education is provided by the Ankeny Christian Academy and St. Luke the Evangelist Catholic School.

Higher education within the City is provided by Des Moines Area Community College and Faith Baptist Bible College. Drake University, Grand View University, Iowa State University and Simpson College are other higher education institutions within the area.

Income Level – Ankeny has consistently maintained household incomes that exceed state and national averages. Estimates for median family income, median household income and per capita income are displayed on the right, offering comparisons with state and county figures.

Source: U.S. Census Bureau



Educational Attainment

Graduate or professional degree	16.8%
Bachelor's degree	36.2%
Associate's degree	12.0%
Some college, no degree	17.7%
High school graduate, GED	15.3%
Less than high school graduate	2.0%

Source: U.S. Census Bureau

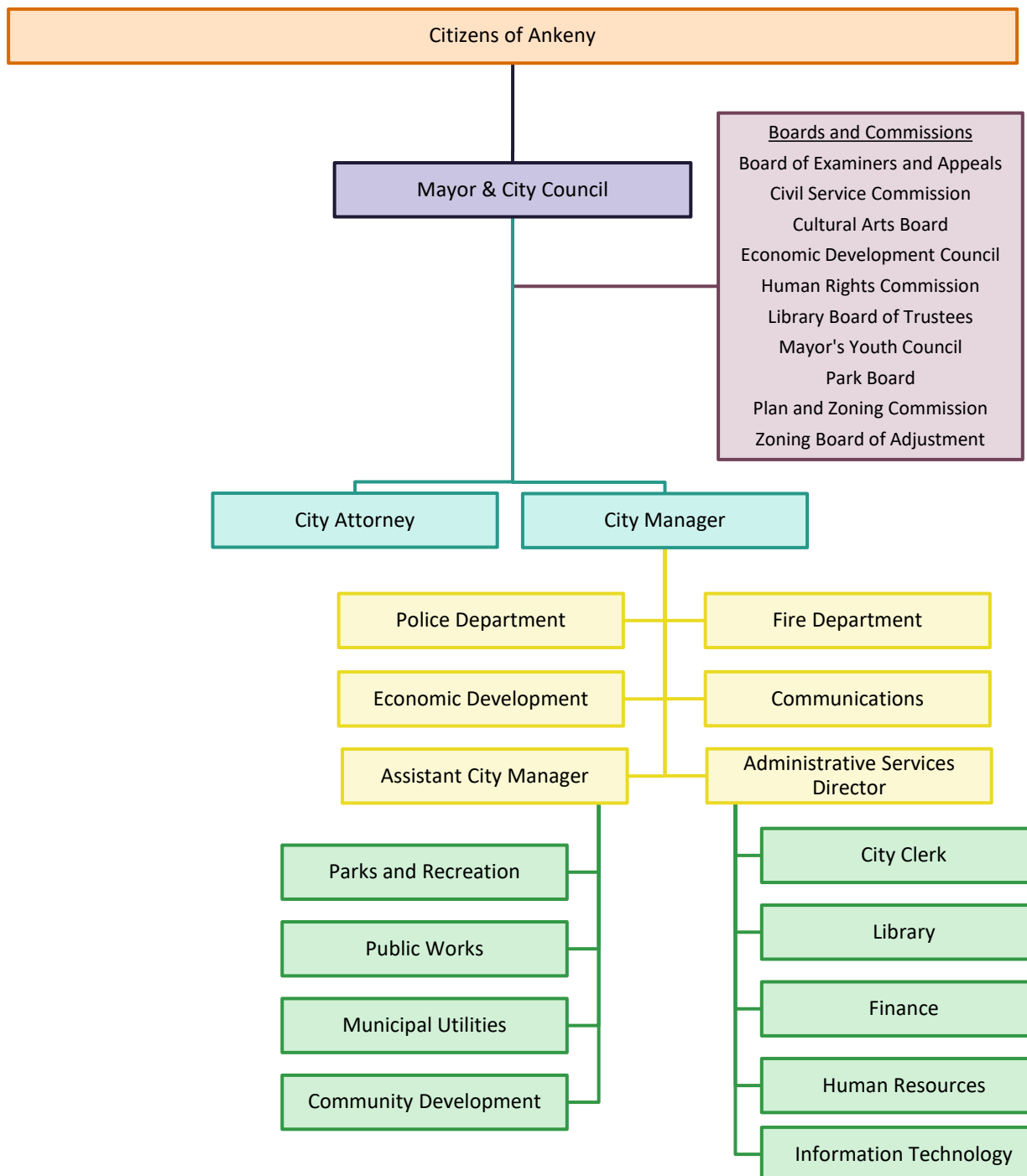
Citizen Survey Results – The City conducts a Triennial Citizen Survey to gain input from residents on the livability of Ankeny. The phrase “livable community” is used here to evoke a place that is not only habitable, but desirable, a place not only where people do live, but where they want to live. Performance ratings from the 2021 survey are included in the departmental sections, however, benchmark scores indicating how residents rate the City of Ankeny as a livable community are shown here:

Benchmark	Percent Rating Excellent or Good	2021 Compared to Previous Survey	2021 Compared to National Benchmark
Quality of life in Ankeny	93%	Similar	Similar
Overall image	83%	Similar	Similar
Place to live	95%	Similar	Similar
Overall feeling of safety	93%	Similar	Higher
Overall quality of transportation system	59%	N/A ⁽¹⁾	Similar
Overall natural environment	70%	Lower	Similar
Overall built environment	64%	Lower	Similar
Overall economic health	93%	Similar	Higher
Health and wellness opportunities	86%	Similar	Similar
Preventive wellness services	87%	Similar	Similar
Education and enrichment	72%	Lower	Similar
K-12 education	88%	Similar	Higher
Sense of community	63%	Lower	Similar
Services provided by Ankeny	78%	Similar	Similar
Would recommend Ankeny	91%	Similar	Similar

⁽¹⁾ Not included in the previous survey

Organizational Chart

The City operates under a Mayor/Council/Manager system of governance. The City Council, consisting of five members elected at large for overlapping four-year terms, serves as the primary governing body. The Mayor, also elected for a four-year term works alongside the Council. Appointed by the Council, the City Manager, is responsible for the day-to-day operations of the City. Department directors work under the leadership of the City Manager to administer the services offered by the City. Furthermore, the City Council appoints citizens to serve on special boards and commissions.



Strategic Plan

The strategic plan helps align financial resources with the City's priorities and long-term goals, ensuring that budget allocations support strategic initiatives effectively. This integration fosters efficiency, accountability and the ability to adapt to changing circumstances, ultimately enhancing the City's overall effectiveness and sustainability.

VISION

Ankeny is a multigenerational hometown with an independent community spirit. Residents enjoy a safe community, an active lifestyle, thriving businesses and easy connectivity to the region.

MISSION

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.

VALUES

TEAMWORK

We believe that success comes from working together as collaborators and partners, striving daily to earn and sustain the trust of citizens and coworkers alike.

RESPECT

We treat each other, our residents and our customers as we expect to be treated, with courtesy and sensitivity to their feelings, rights and traditions.

INTEGRITY

We are honest, truthful and ethical in all things.

QUALITY

We hold ourselves to high standards of service excellence, meeting and exceeding the expectations of those we serve.

PROFESSIONALISM

We are committed public servants and intentional caretakers of public resources while responsively and reliably meeting our community's needs.

COMMUNICATION

We interact with others in an open, respectful, positive and transparent manner.

GOALS



**UPGRADE ESSENTIAL
INFRASTRUCTURE**



**EXERCISE FINANCIAL
DISCIPLINE**



**DELIVER EXCEPTIONAL
SERVICE**



**ENHANCE QUALITY
OF LIFE**



**ENSURE ECONOMIC
VITALITY**



**STRENGTHEN COMMUNITY
ENGAGEMENT**



**PROVIDE REGIONAL
LEADERSHIP**



**BECOME THE
EMPLOYER OF CHOICE**

Strategic Goals and Objectives:

The following goals provide the framework for strategic objectives and performance measures that support the City Council's vision statement, mission statement and core values. These strategic objectives guide the development of the budget, allocation of resources and departmental performance measures to prioritize and accomplish essential tasks.



Goal 1 – Upgrade Essential Infrastructure

Ankeny's public infrastructure is thoughtfully planned, safely operated, regionally connected and systematically maintained.

- Objective 1.1 Reduce traffic congestion and improve traffic safety.
- Objective 1.2 Maintain aging infrastructure.
- Objective 1.3 Continue to examine and fund existing facility maintenance and future expansion needs.
- Objective 1.4 Maintain parks and facilities at a high level.
- Objective 1.5 Complete transportation plan and address long-term public transit needs.
- Objective 1.6 Improve major transportation corridors for all modes of travel (vehicle, bikes, pedestrians).
- Objective 1.7 Identify, present and implement enhanced engineering standards for public infrastructure.



Goal 2 – Exercise Financial Discipline

We are effective stewards of the public resources entrusted to our care and take seriously our obligation to provide services that responsibly balance service levels and costs.

- Objective 2.1 Prioritize core services and align new services/program budgets to the City's mission.
- Objective 2.2 Maximize City services at the current tax rate.
- Objective 2.3 Improve long-range financial planning for replacement costs and major investments.
- Objective 2.4 Reduce the City's debt burden.
- Objective 2.5 Diversify revenue sources.
- Objective 2.6 Actively manage City fees for cost recovery, competitiveness and mandates.



Goal 3 – Deliver Exceptional Service

Ankeny's high-quality public services are responsive to our citizen's needs, readily accessible, courteously delivered and professionally managed.

- Objective 3.1 Provide sufficient staffing to achieve exceptional service levels.
- Objective 3.2 Leverage technology to improve return on investments, operational efficiencies and public access to City services.
- Objective 3.3 Maintain high citizen satisfaction rating.
- Objective 3.4 Strengthen collaboration and innovation between City departments.



Goal 4 – Enhance Quality of Life

Ankeny is renowned for its hometown feel, safe and livable neighborhoods, active lifestyle and attractive public spaces in which to play, relax and learn.

- Objective 4.1 Achieve a hometown feel through events, safety, place-making and community trends.

- Objective 4.2 Develop unique attractions, neighborhoods and recreational spaces.
- Objective 4.3 Assess the quality of current sports complex amenities, consider options and alternatives that address indoor facility needs.
- Objective 4.4 Update zoning and subdivision ordinances.



Goal 5 – Strengthen Community Engagement

Ankeny is governed openly and transparently, building and sustaining trust through the inclusion and involvement of a well-informed citizenry.

- Objective 5.1 Optimize existing partnerships and support new ones.
- Objective 5.2 Optimize the use of internal and external communication tools and techniques.
- Objective 5.3 Engage the public in “spreading-the-word” of City successes.



Goal 6 – Ensure Economic Vitality

Ankeny’s economy is both robust and resilient, carefully blending diverse residential and commercial development for generational sustainability.

- Objective 6.1 Practice purposeful and bold economic development.
- Objective 6.2 Expand the commercial tax base and job opportunities.
- Objective 6.3 Responsibly guide community growth, redevelopment and revitalization.
- Objective 6.4 Implement a proactive annexation process.
- Objective 6.5 Increase tax base and densities.



Goal 7 – Provide Regional Leadership

Elected and appointed officials of the City of Ankeny actively participate in leading public interest organizations, adopting and advocating for policies that advance the interests of our citizens, the region and the state.

- Objective 7.1 Support regional initiatives benefitting Ankeny.
- Objective 7.2 Assume leadership roles in key regional government organizations.
- Objective 7.3 Collaborate with other suburban communities.
- Objective 7.4 Increase City presence at industry conferences.



Goal 8 – Become the Employer of Choice

The City of Ankeny employs devoted, talented and high demand personnel and recruits, retains, values and rewards employees who are committed to City’s vision and mission.

- Objective 8.1 Attract and retain a high-performing, diverse and competent City staff team.
- Objective 8.2 Address employee health and well-being.
- Objective 8.3 Increase training and development opportunities.
- Objective 8.4 Encourage collaborative and collegial coworker relationships.
- Objective 8.5 Implement robust and competitive recruiting.
- Objective 8.6 Increase flexibility for the City workforce.

Strategic Plan Goals by Department

The strategic plan goals serve as the basis for departments as they set departmental goals that align with the City Council's vision and mission statements. Departmental goals, along with their related performance measures, are tied to the strategic plan goals to promote greater operational sustainability and accountability.

The relationship between the strategic plan goals and departments is illustrated here. Greater detail is given in the departmental performance measures throughout the sections that follow.

Department	Upgrade Essential Infrastructure 	Exercise Financial Discipline 	Deliver Exceptional Service 	Enhance Quality of Life 	Strengthen Community Engagement 	Ensure Economic Vitality 	Provide Regional Leadership 	Become the Employer of Choice 
Ankeny Kirkendall Public Library			✓	✓				
City Clerk			✓					
City Manager		✓	✓	✓		✓		
Communications					✓			
Community Development	✓					✓		
Economic Development						✓		
Finance		✓						
Fire Department			✓					
Human Resources								✓
Information Technology			✓					
Mayor and City Council							✓	
Municipal Utilities	✓							
Parks and Recreation	✓			✓				
Police Department			✓	✓				
Public Works	✓		✓					



City Manager's Office
410 West First Street
Ankeny, Iowa 50023
(515) 964-6400
www.ankenyiowa.gov

April 15, 2024

To the Honorable Mayor, Members of the City Council and Citizens of Ankeny:

I am pleased to present the City of Ankeny's Adopted Annual Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025. The budget includes a two-year operating budget and a five-year capital improvement program for financial planning purposes. It is designed to allocate resources for reliable and efficient municipal services, critical infrastructure investments and strategic plan priorities. It also includes sufficient reserves to help the City manage unexpected expenses and revenue shortfalls.

The approved budget maintains the City's property tax levy at \$9.90 per \$1,000 of taxable property valuation, the lowest of any city with a population of 5,000 or more in the Des Moines metro area. Although the levy remains at \$9.90 per \$1,000 of taxable property valuation, it is unlikely that further reductions will be possible without new revenue sources.

The current economic climate and the recent state property tax legislation have resulted in significant and ongoing budgetary challenges. These financial strains are further compounded by economic factors such as inflation and labor pressures, which are increasing operating and capital expenditures and reducing the City's overall financial capacity. Further budgetary pressures, such as additional state property tax legislation or an economic recession, could drive service level reductions or property tax increases. This risk is heightened by the growing demands for services as the population continues to expand.

The City's financial condition continues to remain strong; however, this budget keeps discretionary expenditure growth to a minimum while beginning to add staff for Fire Station No. 4. Resources have been prioritized to support essential services such as public safety, public works and municipal utility operations.

Strategic Plan

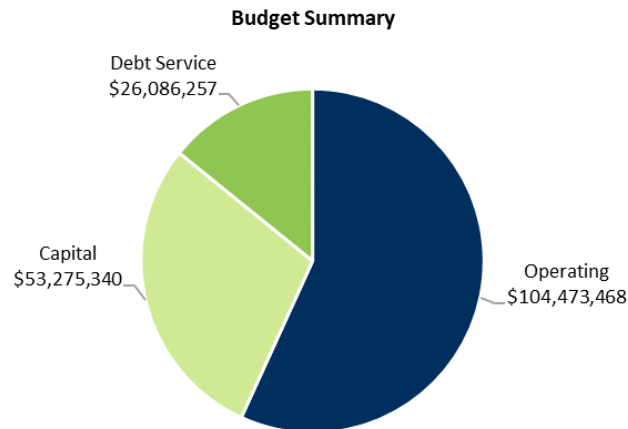
The budget serves as an implementation tool for the City's Strategic Plan. When executed effectively, strategic planning becomes essential for setting clear priorities for the City Council, ensuring these priorities align with the budget and departmental work plans. Effective strategic planning also incorporates performance measures to monitor and ensure progress aligns with the City Council's expectations.

The following represent the City Council's current Strategic Plan goals:



Budget Summary

The overall fiscal year 2025 budget totals \$183,835,065, a decrease of \$2,964,197 or 1.59% when compared to the revised fiscal year 2024 budget. The budget consists of operating, capital and debt service expenditures. Operating expenditures amount to \$104,473,468, reflecting an increase of \$7,227,607 or 7.43%, driven by rising personnel costs and the addition of public safety staffing. Capital expenditures in both the business type activities/enterprise and capital projects funds total \$53,275,340, a decrease of 17.44%, influenced by the timing of capital projects. Debt service expenditures total \$26,086,257, an increase of \$1,059,350 or 4.23%, the result of annual borrowings for capital projects and the accelerated repayment of existing debt.



The budget includes total revenues of \$168,130,065, down from \$184,168,849 in the revised fiscal year 2024 budget, representing an 8.71% decrease. Property taxes are the City's primary funding source for general government operations and account for 32.28% of total revenues. The remaining 67.72% of revenues is derived from non-property tax sources with a significant reliance on service charges at 30.28%, comprised largely of user fees related to business type activities/enterprise funds (i.e. solid waste, water, sewer, storm water and golf course). Bond proceeds and intergovernmental revenues at 14.08% and 7.98%, respectively, also constitute a large percentage. Bond proceeds are a major source of funding for the annual capital improvement program and intergovernmental revenues vary based on monies received from federal, state and local governments in the form of grants, revenue sharing or cost-sharing arrangements.

The following schedule provides a summary of all budgeted revenues, net of transfers, for the fiscal year beginning July 1, 2024. It includes the percentage of total revenues, along with the amount and percentage change compared to the prior year's amended revenues.

Revenues	2024-25 Budget	% of Total	\$ Change from 2023-24 Revised	% Change from 2023-24 Revised
Property Taxes	\$ 54,275,717	32.28%	\$ 7,110,965	15.08%
Tax Increment Financing	8,676,117	5.16%	(1,723,187)	-16.57%
Non-Property Taxes	4,369,771	2.60%	54,024	1.25%
Licenses and Permits	1,797,500	1.07%	214,900	13.58%
Use of Money and Property	5,891,170	3.50%	(1,877,855)	-24.17%
Intergovernmental	13,409,836	7.98%	(5,439,790)	-28.86%
Service Charges	50,906,046	30.28%	2,192,811	4.50%
Special Assessments	-	0.00%	(479,689)	-100.00%
Miscellaneous	5,133,908	3.05%	(583,725)	-10.21%
Bond Proceeds	23,670,000	14.08%	(15,507,238)	-39.58%
Total	\$ 168,130,065	100.00%	\$ (16,038,784)	-8.71%

The fiscal year 2025 budget includes a decrease in expenditures from \$186,799,262 in the revised fiscal year 2024 budget to \$183,835,065 in fiscal year 2025—a decrease of \$2,964,197 or 1.59%. Net of debt service and capital projects, the change between the two years is an increase of \$7,227,607, or approximately 7.43%. Limited growth was allowed in the operating budget, but those budget activities that included new personnel such as public safety had larger increases.

The following schedule provides a summary of all budgeted expenditures, net of transfers, for the fiscal year beginning July 1, 2024. It includes the percentage of total expenditures, along with the amount and percentage change compared to the prior year's amended expenditures.

Expenditures	2024-25 Budget	% of Total	\$ Change from 2023-24 Revised	% Change from 2023-24 Revised
Public Safety	\$ 34,308,005	18.66%	\$ 3,739,252	12.23%
Health and Social Services	-	0.00%	-	0.00%
Culture and Recreation	11,974,101	6.51%	680,712	6.03%
Public Works	9,946,715	5.41%	(1,387,452)	-12.24%
Community and Economic Development	6,609,936	3.60%	932,329	16.42%
General Government	5,561,023	3.03%	(174,828)	-3.05%
Debt Service	26,086,257	14.19%	1,059,350	4.23%
Business Type Activities/Enterprise	53,926,961	29.33%	(3,076,971)	-5.40%
Capital Projects	35,422,067	19.27%	(4,736,589)	-11.79%
Total	\$ 183,835,065	100.00%	\$ (2,964,197)	-1.59%

Further details on specific changes in revenues and expenditures can be found in the various financial sections and summaries following this transmittal letter. In addition, a further explanation of major trends is included in the “Major Revenue Sources” located in the Budget Summary section.

Tax Base Growth and Local Economy

Based on 2023 U.S. Census Bureau estimates the City of Ankeny has grown to a population of 74,458, the sixth largest city in the state of Iowa. Ankeny has been recognized nationally for its rate of growth when it was ranked by the U.S. Census Bureau in 2018 as the fourth fastest growing city in the United States with a population of 50,000 or more and it was ranked tenth on that list in 2019. Between April 1, 2022 and April 1, 2023, Ankeny added 2,236 residents, an average of 6 people per day; a 3.1% increase.

The following table ranks the taxable valuation of the ten largest cities in Iowa. In comparison, Ankeny ranks sixth in population, fourth in taxable valuation, first in taxable valuation growth and second in taxable valuation per capita.

Comparison of Taxable Valuation				
City	Population Per 2023 U.S. Census Bureau Estimate	01/01/23 Taxable Valuation	Taxable Valuation Growth	Taxable Valuation Per Capita
Des Moines	210,381	9,206,473,277	4.11%	43,761
Cedar Rapids	135,958	7,455,919,248	0.98%	54,840
West Des Moines	72,205	6,514,688,749	7.72%	90,225
Ankeny	74,458	5,419,397,496	15.72%	72,785
Davenport	100,354	5,209,050,825	4.88%	51,907
Iowa City	75,678	4,379,070,267	3.66%	57,865
Ames	65,686	3,564,175,150	4.62%	54,261
Council Bluffs	62,399	3,531,312,658	11.03%	56,592
Sioux City	85,727	3,524,300,070	5.53%	41,111
Waterloo	66,606	2,316,559,336	0.19%	34,780

Taxable assessed valuations for general government purposes increased by \$736,008,065 or 15.72%, and taxable assessed valuations for debt service purposes increased by \$674,901,252 or 13.36%. These increases are due to the addition and revaluation of \$328 million in residential property, \$332 million in commercial property and \$95 million in industrial property. Limiting this growth is the \$649,184 reduction in utilities property and the reduction in the residential rollback from 54.6501% to 46.3428%, an 8.3073 percentage point reduction.

2023 construction highlights include:

- Recorded \$324 million in total investment.
- Permits issued for \$106 million in total non-residential investment, resulting in 26 new commercial buildings.
- Permits issued for \$206 million in total residential investment, resulting in 615 new residential units including:
 - 401 single family detached homes
 - 212 townhomes
 - 2 multi-family units
- Permits issued for \$12 million in other additions, alternations and miscellaneous.
- Platted 390 new residential lots and annexed 715 acres.
- Projects recently completed or nearing completion include: Hobby Lobby, Housby Mack, Nelson Development assisted living and memory care facility, Tru and Home2 Suites in Prairie Trail, Prairie Trail Sports Complex and two new commercial buildings in Uptown Ankeny.
- Projects recently underway include: Deere & Co. expansion, Iowa Soybean Association three-story addition, two new commercial buildings in Prairie Trail and a new U-Haul indoor storage facility.

Employment rates and per capita income continue to be higher than that of the county, state and U.S. Ankeny's January 2024 unemployment rate was at 2.4%. This is well below the county, state and U.S. at 2.9%, 2.9% and 3.6%, respectively. Socioeconomic indicators are strong, with median family income at 146% of the U.S. average.

Ankeny's strategic location, robust job market, strong educational institutions and high quality of life contribute to its positive economic outlook. However, the current economic landscape is uncertain due to high inflation, low unemployment and rising interest rates, which pose challenges for sustainable growth and affordability. The fiscal year 2025 budget reflects that growth, particularly new construction, will see a modest improvement due to these economic factors.

Budget Impacts

The budget was developed within the context of several significant budget impacts:

- Senate File 619, approved in 2021, phases out commercial and industrial tax replacement ("backfill"), over five or eight years depending on valuation growth. The following table shows the annual commercial and industrial replacement revenue, across all funds for the five-year period. The fiscal year 2025 loss of revenue is \$213,481, a tax levy equivalent of 3.9 cents per \$1,000 of valuation.

Fund	FY 2022 Backfill	FY 2023 Backfill	FY 2024 Backfill	FY 2025 Backfill	FY 2026 Backfill
General	\$648,026	\$518,323	\$392,070	\$255,374	\$125,611
Aviation Authority	16,067	12,351	9,280	5,587	2,753
Police and Fire Retirement	58,911	46,307	34,746	23,322	11,701
Employee Benefits	-	-	-	8,303	6,728
Debt Service	342,757	276,946	204,349	134,377	67,105
Total Backfill	\$1,065,761	\$853,927	\$640,445	\$426,964	\$213,898

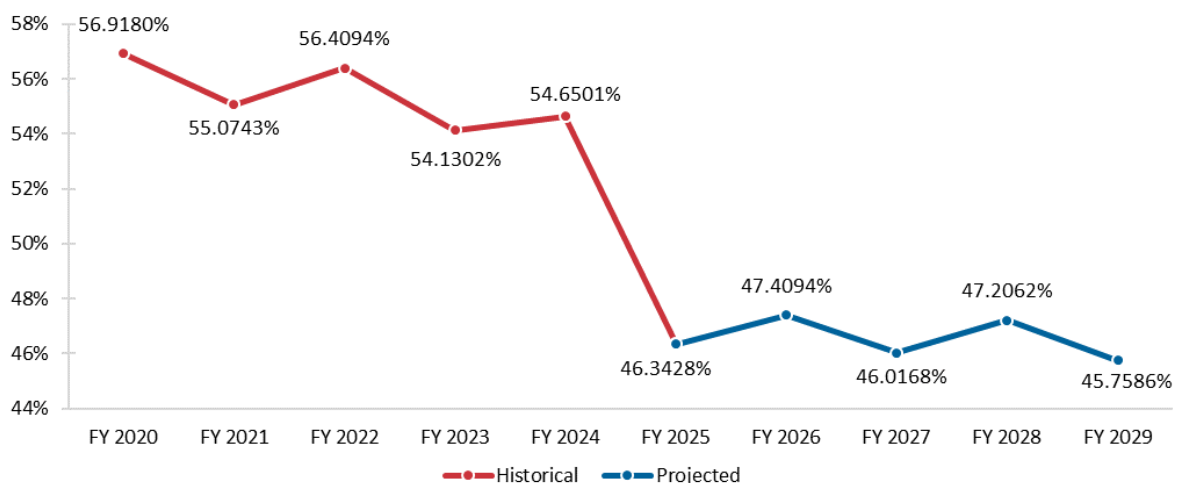
- House File 2552, approved in 2022, transitioned the existing business property tax credit into an assessment limitation. It applies the residential rollback to the first \$150,000 of taxable valuation of commercial, industrial and railroad properties. The state appropriated up to \$125 million as backfill to prevent an immediate reduction in local government revenues. The Legislative Services Agency estimated that by fiscal year 2030, the \$125 million would not be sufficient to cover the total cost of the program. In fiscal year 2025, the City's estimated reimbursement is \$302,413, compared to full funding of \$425,934.
- House File 718, Division II, approved in 2023, consolidates several general fund levies and the emergency levy into a combined general fund levy (CGFL). This new CGFL is then subject to potential limitation or reduction depending upon the City's non-TIF taxable valuation growth; as shown below:
 - If non-TIF taxable valuation growth is less than 3% = no reduction.
 - If non-TIF taxable valuation growth is greater than 3%, but less than 6% = 2 percentage point reduction.
 - If non-TIF taxable valuation growth is greater than 6% = 3 percentage point reduction.

Ankeny's non-TIF taxable valuation growth for fiscal year 2025 was 15.72%, but because this growth exceeded 6%, a 3% limitation was applied reducing the CGFL from \$6.20310 to \$6.02243. Resulting in an adjusted non-TIF taxable valuation growth of 12.34%.

House 718, Division V, creates a new homestead exemption for property owners aged 65 and over, in addition to the current homestead credit. This additional exemption is \$3,250 for fiscal year 2025 and increases to \$6,500 for fiscal year 2026. The current homestead credit will continue to be state-funded; however, there is no state reimbursement for the exemption created in this division. It is estimated that this revenue loss will be \$138,706 in fiscal year 2025 and double to \$277,412 in fiscal year 2026.

House File 718, Division VI, increases the military service exemption for eligible property owners to \$4,000 beginning in fiscal year 2025. The military exemption will not be funded by the state in any amount for fiscal years beginning in fiscal year 2025. It is estimated that his revenue loss will be \$72,547 in fiscal year 2025.

- For fiscal year 2025, the residential rollback is decreasing from 54.6501% to 46.3428%, a decrease of 8.3073 percentage points, the largest decrease since 1978. Since 70.22% of taxable property valuation is residential, changes in the residential rollback can significantly impact property tax revenues.



- The Central Iowa Public Safety Communications Subscriber Agreement, approved in 2019, extends dispatch services to June 30, 2030. However, it requires a new financial commitment of \$319,474 starting on July 1, 2024. The Polk County Sheriff's Office manages the Public Safety Emergency Dispatch Communications Center on behalf of 31 agencies, including the Ankeny Police and Fire Departments.
- Fire Station No. 4, expected to open on January 1, 2026, necessitates a significant investment in new personnel and operating costs. The table below outlines the phased approach to hiring 18 new full-time equivalent (FTE) positions at a total cost of \$1,917,624, along with operating costs of \$190,306.

FY 2024	FY 2025	FY 2026
Firefighter/Paramedic (9) 6/3/24	Firefighter/Paramedic (9) 6/3/24	Firefighter/Paramedic (9) – 6/3/24 Firefighter/Paramedic (3) – 10/1/25 Firefighter/Paramedic - Backfill (6) – 10/1/25 Fire Lieutenant – Promotion (3) – 1/1/26 Fire Engineer – Promotion (3) – 1/1/26
Personnel Costs \$37,944	Personnel Costs \$1,007,955	Personnel Costs = \$1,917,624
Operating Costs \$131,000	Operating Costs \$0	Operating Costs = \$190,306
Tax Rate Equivalent = \$0.03	Tax Rate Equivalent = \$0.19	Tax Rate Equivalent = \$0.39

- Since the pandemic, growth in expenditures has outpaced revenues. While some revenue sources have rebounded, the overall growth has been insufficient to keep up with rising costs. Factors such as inflation, increased demand for public services and escalating insurance costs have further driven up expenses. Moreover, long-term investments in infrastructure and the hiring of additional personnel, have added to the financial burden. For instance, projects like Fire Station No. 4, requiring significant upfront investments, exemplify the kind of necessary but costly initiatives that contribute to the widening gap between revenues and expenditures. This persistent trend underscores the need for strategic financial planning and innovative revenue generation to ensure fiscal sustainability. Without addressing this imbalance, the ability to maintain and improve public services will be increasingly difficult, affecting the community's overall well-being and growth potential.
- In an effort to manage costs, the City is reviewing several cost recovery strategies. The first strategy is the implementation of debit and credit card convenience fees. Historically, the City has absorbed the processing fees for credit card transactions. However, as the volume of credit transactions has increased, so too have the associated costs. The implementation of this fee aims to recover a portion of the expenses, thereby reducing pressure on the overall budget.

Budget Highlights

The budget includes the following major highlights:

- Authorizes 370.46 FTE positions, consisting of 172.90 public safety positions and 197.56 non-public safety positions. Personnel costs, including salaries and benefits, total \$50,409,502 and are 48.25% of the total operating budget.
- Begins staffing Fire Station No. 4, with 9.00 new firefighter/paramedic positions authorized to start June 3, 2024. These positions were approved in the revised fiscal year 2024 budget; however, these positions represent significant new personnel costs of \$1,007,955 in the fiscal year 2025 budget.

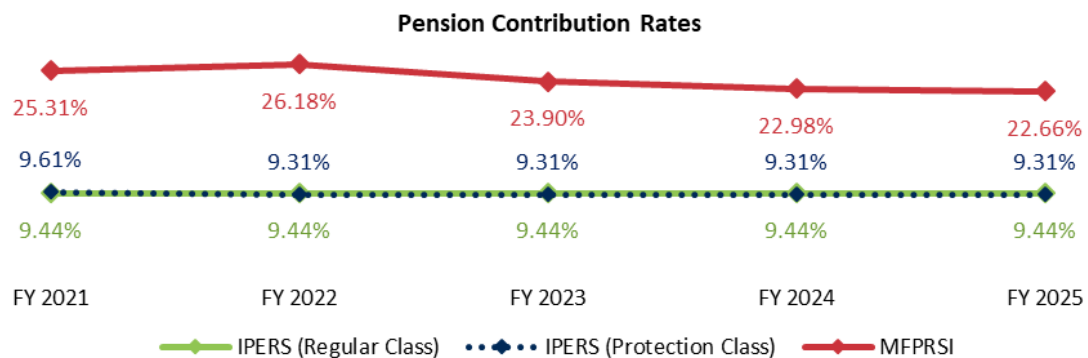
- Funds 8.16 new FTE positions across all funds. These positions include the following:

Position	FTE	FT/PT	Budget Activity
Administrative Assistant	1.00	FT	Police Operations
Police Officer	1.00	FT	Police Operations
Police Officer (SRO backfill)	1.00	FT	Police Operations
Public Education Coordinator	0.50	PT	Fire Administration
Park Maintenance Assistant	1.00	FT	Park Maintenance
Lead Equipment Operator	1.00	FT	Public Works Operations
Civil Engineer II	1.00	FT	Traffic Engineering
Groundskeeper	1.00	FT	Golf Course Maintenance
Golf Course Maintenance	0.66	PT	Golf Course Maintenance

- Eliminates 3.84 FTE positions across all funds. This restructuring is related to retirements and the difficulties in hiring and retaining certain permanent part-time positions. These positions include the following:

Position	FTE	FT/PT	Budget Activity
Public Education Coordinator	0.50	PT	Emergency Medical Services
Seasonal Laborer	1.68	PT	Park Maintenance
Assistant Greenskeeper	1.66	PT	Golf Course Maintenance

- Adjusts non-union full-time, permanent part-time and seasonal pay scales. All non-union pay plans received a 3% across-the-board increase.
- Includes collective bargaining agreements with the Ankeny Police Department Employee's Union (Teamsters Local No. 238), Ankeny Career Firefighters Union (International Association of Fire Fighters) and AFSCME Union (golf course maintenance, municipal utilities, park maintenance and public works employees). All union contracts included a 3% across-the-board increase.
- Incorporates the City and employee contributions into two state-mandated pension systems. The Iowa Public Employees Retirement System (IPERS) applies to most employees, while sworn police officers and full-time career firefighters fall under the Municipal Fire and Police Retirement System of Iowa (MFPRSI). The City's contribution to IPERS for regular and protection class members remains the same for fiscal year 2025 at 9.44% and 9.31%, respectively. The City's contribution rate to MFPRSI will decrease from 22.98% to 22.66% for fiscal year 2025.

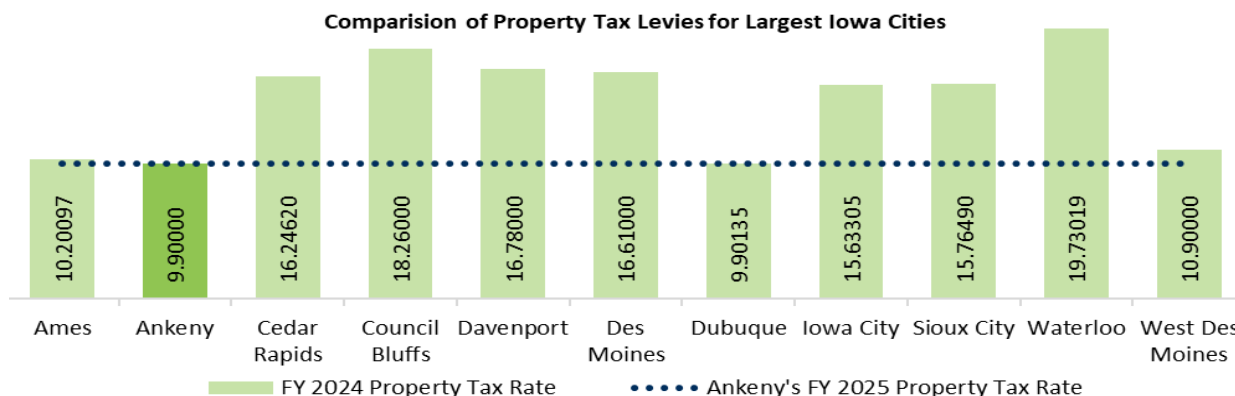


Current Iowa law requires the cost of IPERS rate increases to be shared between the City and its employees with employees contributing 40% of any increase. The cost of any future rate increases to MFPRSI, however, are the sole responsibility of the City.

- Maintains the City's overall property tax levy of \$9.90 per \$1,000 of taxable property valuation. Under House File 718, the CGFL must decrease from \$6.20310 to \$6.02243 for fiscal year 2025. To offset the lost revenues in the CGFL, a new \$0.19581 employee benefits levy will be implemented. The aviation authority levy will decrease from \$0.14690 to \$0.13176, while the police and fire retirement and debt service levies will remain at \$0.55000 and \$3.00000, respectively.

Tax Levies	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
General	\$ 6.05000	\$ 6.05000	\$ 6.15330	\$ 6.20310	\$ 6.02243
Aviation Authority	0.15000	0.15000	0.14670	0.14690	0.13176
Police and Fire Retirement	0.55000	0.55000	0.55000	0.55000	0.55000
Employee Benefit	0.00000	0.00000	0.00000	0.00000	0.19581
Debt Service	3.25000	3.20000	3.05000	3.00000	3.00000
Total Property Tax Levy	\$ 10.00000	\$ 9.95000	\$ 9.90000	\$ 9.90000	\$ 9.90000

- Preserves Ankeny's current property tax levy as the lowest among Iowa's largest cities. Notably, Ankeny and Iowa City are the only municipalities among these major cities that have not adopted a local option sales tax for revenue diversification.



- Includes several adjustments to the City's utility rates.
 - The monthly solid waste fee, including curbside recycling, miscellaneous collections and landfill costs, will increase \$0.04, from \$5.14 to \$5.18, effective July 1, 2024. This change reflects a rate increase from Metro Waste Authority for curbside recycling services.
 - Water rates will increase 7% for water usage and 4% for availability charges, beginning April 1, 2024. The rate adjustment is based on a 3% increase in the storage rate and a 6% increase in the capacity rate charged by Des Moines Water Works for the purchase of wholesale water and the need to update and expand the City's water infrastructure. Water revenue bonds of \$2,305,000 are planned to fund the 2025 Capital Improvement Program.
 - Sewer rates will not change. All sewer projects included in the 2025 Capital Improvement Program are being funded with cash, with the exception of the Public Works Maintenance Facility Expansion project, which is shown as general obligation bonds.
 - Storm water rates will increase \$1.00 per equivalent residential unit (ERU) and the maximum ERU for commercial, industrial and multi-family will increase from 80 ERU to 90 ERU. This change is effective July 1, 2024. General obligation bonds abated by storm water revenues of \$2,685,000 are planned to fund the 2025 Capital Improvement Program.

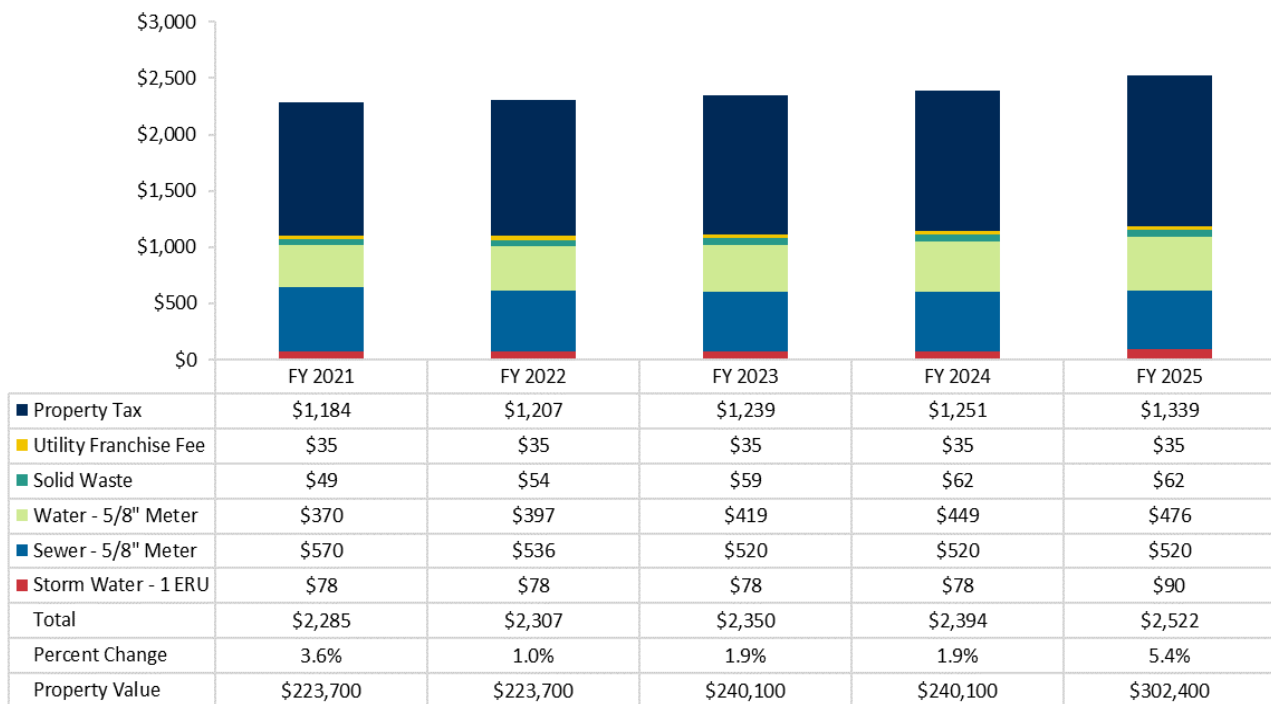
Financial Impact

It is important to consider the financial impact of changes in the property tax levy and utility rates adopted in the budget. These changes impact residential and commercial property differently based on a number of factors (e.g. taxable valuation, rollback, meter size and amount of impervious surface).

The following charts illustrate the estimated financial impact to an average residential property in Ankeny. The increased cost of property taxes results from Polk County reassessing property values every two years. The average residential property valuation has risen from \$240,100 to \$302,400. Additionally, the residential rollback is decreasing from 54.6501% to 46.3428%, a decrease of 8.3073 percentage points. This reduction aims to limit property tax growth by controlling the taxable property value increase. After recent increases in solid waste fees, water rates and storm water rates, it is estimated that a residential property assessed at \$302,400 will pay approximately \$10.67 more per month, or \$128 per year, for city services.

<u>Increased Annual Cost to \$302,400 Home for City Services</u>	
Property Tax	\$ 88
Utility Franchise Fee	-
Solid Waste	-
Water	28
Sewer	-
Storm Water	12
Total Increased Cost	\$ 128

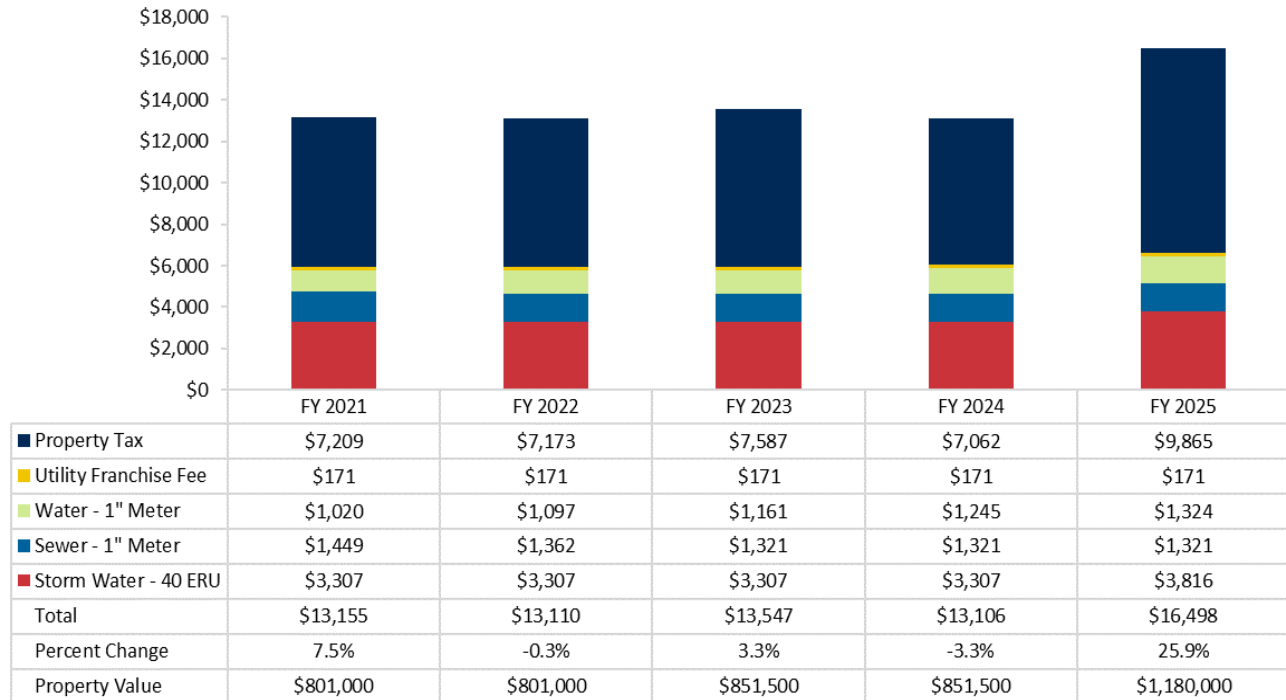
**Annual Financial Impact to Residential Property
Estimate Based on Median Assessed Value**



The following charts illustrate the estimated financial impact to an average commercial property in Ankeny. The increased cost of property taxes results from Polk County reassessing property values every two years. The average commercial property valuation has risen from \$851,500 to \$1,180,000. After recent increases in water rates and storm water rates, it is estimated that a commercial property assessed at \$1,180,000 will pay approximately \$282.67 more per month, or \$3,392 per year, for city services.

<u>Increased Annual Cost to \$1,180,000 Business for City Services</u>	
Property Tax	\$ 2,804
Utility Franchise Fee	-
Water	79
Sewer	-
Storm Water	509
Total Increased Cost	\$ 3,392

Annual Financial Impact to Commercial Property
Estimate Based on Median Assessed Value



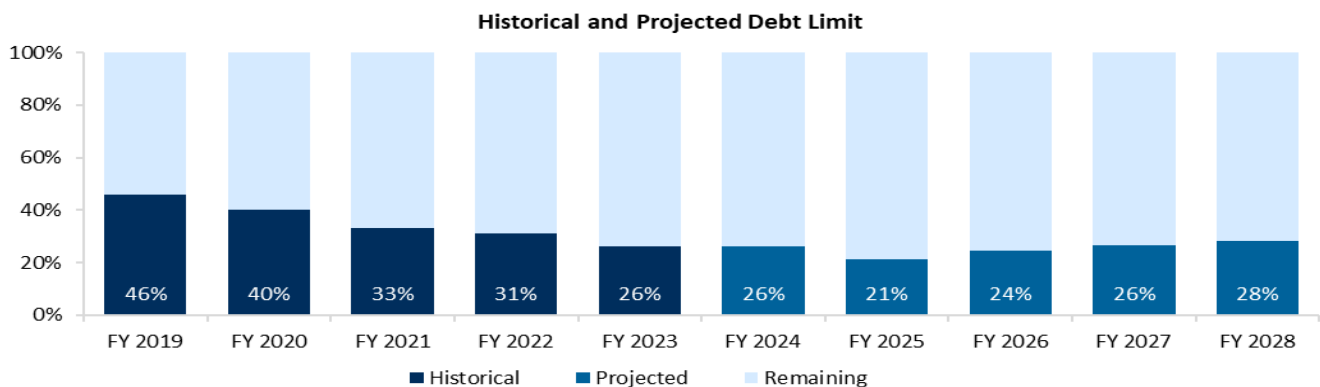
Capital Budget and Debt Service

The capital budget for fiscal year 2025 in both the business type activities/enterprise and capital project funds totals \$53,275,340 and the five-year capital improvement program totals \$244,866,000. This budget prioritizes investment in capital projects to facilitate ongoing growth and the reinvestment in existing infrastructure. It also continues to reflect the City Council's strategic plan priorities and is informed by adopted master plans and studies. Notable projects scheduled for calendar year 2024 include: NW Ash Drive – Prairie Ridge Sports Complex South Access to NW 18th Street, Fire Station No. 4, NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street, NW 36th Street and NW Weigel Drive Asphalt Overlay, SW Oralabor Road and SW State Street Intersection Improvements and Northwest Water Tower.

The capital budget and debt service fund are closely connected, with general obligations bonds serving as the primary funding source for the capital improvement program. Property taxes, particularly those collected from the debt service levy, are utilized to meet both principal and interest payments on the general obligation bonds issued to finance infrastructure projects. For fiscal year 2025, the City plans to issue \$21,410,000 in general obligation bonds to finance the 2025 capital improvement program.

The state constitution limits the amount of debt outstanding to no more than 5% of the actual value of all taxable property within the City's corporate limits. Furthermore, the City Council's debt management policy imposes a further restriction, requiring that general obligation debt should not exceed 75% of the state-mandated limit. The budget forecasts outstanding general obligation debt of \$113 million for fiscal year 2025. This leaves a remaining capacity of \$417 million, representing 21% of the constitutional debt limit and 28% of the City Council's debt limit policy. Debt utilization is projected to average 25% based on the 2024-2028 Capital Improvement Program.

The following graph represents the historical and projected debt limit:



In 2023, Moody's Investors Service reaffirmed its Aa1 rating for the City's general obligation bonds. Moody's credit opinion noted factors that could lead to a downgrade to include "significant and sustained decline in reserves or liquidity" and "material growth in long-term liabilities and fixed costs." It further noted that "despite upcoming borrowings, we expect the debt burden will remain manageable given rapid amortization and a growing utilization of pay-as-you-go capital financing". The City's strong financial condition and high-quality bond rating reduces borrowing costs and ensures that property tax dollars are utilized efficiently.

Future Budget Challenges

As we look to the future, the City remains committed to maintaining its financial strength and balancing the operational and capital needs of a fast-growing City. Below are several budget considerations in the near-term:

- Increased costs due to inflation.
- Increased costs for property and liability insurance.

- Final phase of personnel and operating costs for Fire Station No. 4. The remaining nine new FTE positions include firefighter/paramedic, fire lieutenant and fire engineer.
- Final phase out of commercial and industrial tax replacement (“backfill”) from the State.
- Homestead exemption for property owners aged 65 and over, increasing from \$3,250 in fiscal year 2025 to \$6,500 in fiscal year 2026.
- Potential for additional legislative changes impacting property taxes. The City’s reliance on property taxes, and lack of a local option sales tax, leaves it vulnerable to property tax reform legislation.
- The Wastewater Reclamation Authority has recently completed a Facility Plan Update that outlines its capital needs for the next 20 years and beyond. Implementation of the Facility Plan Update may impact both governance and funding in the future. As a result, Ankeny residents may see an increase in sewer rates.
- The ongoing pressure to increase staffing levels across all departments; specifically, public safety. The tight labor market makes it particularly important to maintain a focus on retention and recruitment.
- Continued need for infrastructure maintenance, including municipal utilities.

Summary of Changes from Recommended to Adopted Budget

Following budget workshops on the operating funds (general, road use tax and police and fire retirement funds) on February 12, 2024, the hotel/motel fund and business type activities/enterprise funds (solid waste, water, sewer and storm water funds) on February 26, 2024, and the requisite public hearings, the City Council adopted the Fiscal Year 2025 Budget on April 15, 2024. There were no changes from the City Manager’s recommended budget, which was informed by and reflected the strategic plan and various plans, studies, policies and service level priorities of the City, to the adopted budget.

Accomplishments in Financial Management

The Government Finance Officers Association of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2022. This was the 21st consecutive year that the City has received this prestigious award. In order to be awarded the Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report that satisfies both generally accepted accounting principles and applicable legal requirements.

The Government Finance Officers Association of the United States and Canada also awarded a Distinguished Budget Presentation Award to the City for its annual budget document for the fiscal year beginning July 1, 2023. This represents the 25th consecutive year the City has earned this award. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

On May 4, 2023, Moody’s Investors Service completed its annual review of the City’s credit and affirmed an underlying rating of Aa1 to the City’s general obligation bonds. Aa1 is the second-highest score that Moody’s assigns to long-term debt and the credit is judged to be high quality with minimal credit risk.

Conclusion and Acknowledgements

The budget is balanced and developed to align with the City Council’s strategic priorities and reflects our shared commitment to providing valuable government services in an ethically governed, professionally managed, cost-effective and efficient manner. Although the significant modifications to the property tax structure in recent years have been and will remain a force to be reckoned with, the City’s financial condition remains strong.

The Ankeny Team works tirelessly to carry out the strategic goals of the City Council on behalf of the citizens of Ankeny. I would like to offer a special thank you to all of the department directors for their collaborative efforts in developing this budget. A special note of thanks goes to Mike Schrock, Assistant City Manager, Jennifer Sease, Administrative Services Director, Brandt Johnson, Assistant to the City Manager and Alexia Grgurich, Budget Analyst for their dedicated efforts in the planning and development of the budget and this budget document.

I would also like to thank the Mayor and City Council for their guidance and leadership as we work together to manage the financial operations of the City in a responsible and progressive manner.

Respectfully Submitted,



David A. Jones
City Manager



Budget Summary

Basis of Accounting and Budget

The City prepares its budget for all funds on a cash basis, while the City's Annual Comprehensive Financial Report (ACFR) shows the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). The primary differences between the ACFR and the budget are the recognition of debt issuance and debt service principal payments, the recognition of depreciation expense and the treatment of capital outlay. Under GAAP standards, the City is required to use a modified accrual basis of accounting for governmental funds, while proprietary funds are required to use full accrual. Under the cash basis method of accounting, expenditures are recognized when cash is disbursed and revenues are recognized when cash is received.

Cash Basis – A basis of accounting in which income is recorded when cash is received and expenses are recorded when cash is paid out.

Modified Accrual Basis – A basis of accounting in which revenues are recognized in the period they become available and measurable and expenditures are recognized in the period the associated liability is incurred.

The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. The City has the following fund types:

Governmental fund types

General Fund is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.

Special Revenue Funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Debt Service Fund accounts for the servicing of general long-term debt not being financed by proprietary funds.

Capital Projects Fund accounts for and reports financial resources that are restricted, committed, or assigned to expenditures for capital outlay including the acquisition or construction of capital facilities and other capital assets.

The City has the following major governmental funds:

General Fund is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.

Road Use Tax Fund, a special revenue fund, accounts for revenue sharing from state taxes related to transportation.

Tax Increment Financing Fund, a special revenue fund, accounts for taxes collected on the incremental increase in property value located within designated urban renewal areas and are to be used for activities within those areas.

Debt Service Fund accounts for the servicing of general long-term debt not being financed by proprietary funds.

Capital Projects Fund accounts for and reports financial resources that are restricted, committed, or assigned to expenditures for capital outlay including the acquisition or construction of capital facilities and other capital assets.

Proprietary fund types

Enterprise Funds are used to account for those operations that are financed and operated in a manner similar to private business or where the City Council has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

Internal Service Funds account for operations that provide services to other departments or agencies of the City or to other governments on a cost-reimbursement basis.

The City has the following major enterprise funds:

Water Fund accounts for the operation and maintenance of municipal water infrastructure including towers, pumps, wells, pipes and the provision of water to the City.

Sewer Fund accounts for the operation and maintenance of the sanitary sewer collection system and its related sewer infrastructure.

Storm Water Fund accounts for the City's storm water utility including activities related to public education, street cleaning, drainage improvements and regulatory compliance.

Expenditures are classified by function. The term function refers to the major program areas identified by Iowa Administrative Code, Section 545–2.1. Standardized classification provides information on the purposes or objectives of expenditures. The program functions and samples of expenditures include:

Public Safety includes police, school crossing guards, animal control, emergency preparedness, fire, emergency medical services and code enforcement.

Health and Social Services includes special populations.

Culture and Recreation includes library, parks, recreation, community centers, aquatic centers, sports complexes and cemetery.

Public Works includes street lighting, public works engineering and operations, snow and ice control, traffic engineering and aviation authority.

Community and Economic Development includes housing authority, development engineering, community development and economic development.

General Government includes communications, mayor and city council, human resources, city manager, city clerk, finance, information technology and city hall building.

Debt Service includes the debt service fund.

Business Type Activities/Enterprise includes all enterprise funds and internal service funds. Enterprise funds include solid waste, water, sewer, storm water and golf course. Internal service funds include central garage, risk management, health insurance, sustainability revolving loan, economic development revolving loan and equipment reserve.

Capital Projects includes special assessments and capital projects funds.

These fund types are then categorized as budgeted or unbudgeted funds. Funds are considered budgeted if the City is required to certify their expenditures with the State of Iowa. All governmental and proprietary funds must be budgeted while internal service funds and agency funds are not certified with the State and are unbudgeted.

Fund/Program Matrix

Fund	Budget Program										Subject to Appropriation	Major Fund (>10%)	Page Number
	Public Safety	Health and Social Services	Culture and Recreation	Public Works	Community and Economic Development	General Government	Debt Service	Business Type Activities/Enterprise	Capital Projects	Non-Program			
General:													
General	✓	✓	✓	✓	✓	✓					✓	✓	69
Hotel/Motel Tax			✓								✓	✓	142
Special Revenue:													
Fire Gift	✓										✓		146
Hawkeye Park Player Fees			✓								✓		147
Police Gift	✓										✓		148
Road Use Tax				✓							✓	✓	149
Police Seizure	✓										✓		160
Tax Increment Financing					✓						✓	✓	161
Police and Fire Retirement	✓										✓		163
Employee Benefits						✓					✓		165
Landfill Postclosure				✓							✓		166
Friends of the Ankeny Library			✓								✓		167
Park Dedication			✓								✓		168
Sports Complex Foundation			✓								✓		169
Ankeny Garden Club			✓								✓		170
Miracle Park			✓								✓		171
Dog Park			✓								✓		172
Parks and Recreation Scholarship			✓								✓		173
Civic Trust					✓						✓		174
Debt Service							✓				✓	✓	177
Enterprise:													
Solid Waste								✓			✓		197
Water								✓			✓	✓	199
Sewer								✓			✓	✓	220
Storm Water								✓			✓	✓	229
Golf Course								✓			✓		237
Capital Projects:													
Special Assessments									✓		✓	✓	244
Capital Projects									✓		✓	✓	259
Internal Service:													
Central Garage										✓			268
Risk Management										✓			271
Health Insurance										✓			273
Sustainability Revolving Loan										✓			275
Economic Development Revolving Loan										✓			277
Equipment Reserve										✓			279

Financial Policies

Adopted: January 18, 2016; reviewed annually

The summarized financial policies are presented in the following categories: revenue policies, operating expenditure policies, reserves and contingencies, capital improvement planning, debt management policies and financial reporting and accounting. A complete copy of the financial policies can be found on the City's website at <https://www.ankenyiowa.gov/213/Policies>.

Revenue Policies

1. A diversified, yet stable, revenue system will be employed to protect the City from possible short-term fluctuations in any of its revenue sources.
2. A continuous effort will be made to obtain new revenue sources, such as local option sales tax, in order to maintain a balanced budget and to reduce the reliance on property tax as a major source of funding.
3. Through community and economic development, a broader tax base will be pursued to increase tax revenue and help reduce annual fluctuation in the property tax rate.
4. For budgetary purposes, revenue will be projected on a two-year basis. Revenue receipts will be monitored monthly to ensure that revenue projection goals are being met.
5. No less than 40% of the incremental value from all urban renewal districts combined will continue to be released to all taxing jurisdictions.

Operating Expenditure Policies

1. Expenditure projections for a two-year period will be developed on an annual basis. Projections should include estimates of anticipated operating costs for programmed capital improvement projects, equipment and capital facilities replacement and maintenance schedules.
2. Current expenditures should be paid with current revenues or excess cash reserves.
3. Current expenditures should not be balanced by postponing needed expenditures, accruing future revenues, issuing short term debt, or paying for routine operating costs out of minimum cash reserves.
4. The operating budget should provide for adequate maintenance of capital assets and equipment and provide for their orderly replacement.
5. All retirement systems should be financed in an actuarially sound manner in accordance with state law to achieve the goal of systematically funding future liabilities.
6. The City will encourage the provision of services through the private sector and other public agencies whenever and wherever greater efficiency and effectiveness can be achieved.
7. The City will maintain risk management and safety programs to reduce costs and minimize losses.

Reserves and Contingencies

1. A positive cash balance should be shown in the general fund at the end of the fiscal year. At a minimum, the balance should be 25% of general fund appropriations for the succeeding fiscal year in order to provide adequate cash flow and emergency cash funding.
2. Restricted cash reserves should not be used to finance routine operating expenses that exceed budgeted levels.
3. Cash reserves should not be used to finance capital projects, unless those reserves were specifically earmarked for a project.

4. Revenues will equal or exceed expenditures for each budget year unless there are funds available in excess of the cash reserves requirements. Excess cash reserves may be used to balance revenues and expenditures as long as the minimum cash reserve requirements are met.
5. Short-term borrowing, such as tax anticipation notes, in order to meet the preceding reserves and contingencies requirements is prohibited.
6. The City's annual budget is considered balanced if the cash reserves requirements, the working capital requirements and the revenue and expenditure requirements have been met.
7. The City will assemble sufficient cash reserves in operating funds for working capital so that short term cash flow financing is not required. The cash reserve will be no less than 25% of the next year's operating budget, the same level as required for the general fund. Operating funds are defined as the general, road use tax, employee benefits and enterprise funds.
8. Short-term borrowing, such as tax anticipation notes, in order to meet the preceding working capital requirements is prohibited.

Capital Improvement Planning

1. The City should prepare and annually update a five-year capital improvement program. This program should identify future capital project expenditures made necessary by anticipated changes in population, infrastructure replacement and extension, economic base and/or land use.
2. The operating and maintenance cost of a proposed capital improvement shall be calculated to determine a "true cost" of each improvement and assist in programming of future overall revenue requirements of the City.
3. The capital improvement program will include the costs, timing and sources of funding and the estimated impact of future revenue requirements for each project. These calculations shall reflect adjustments for inflation.
4. The capital improvement program should maintain the City's assets at a level adequate to protect the City's capital investments, minimize future maintenance and replacement costs and provide for an adequate level of service.
5. The City's annual capital improvement program budget should be based on the five-year capital improvement program. The budget will include final calculations of revenue sources and related impacts on future availability of revenue for additional projects.
6. The annual expenditures identified in the capital improvement program should be fully funded from financial resources that are anticipated to be current and available.
7. Grants and similar forms of intergovernmental assistance should be used to finance only those projects identified in the capital improvement program or other planning documents as the community needs.
8. A fiscal impact analysis should be performed on all projects for which the City's financial participation is requested by the private sector. This analysis should identify anticipated direct and indirect public costs and revenues associated with the proposed project.

Debt Management Policies

1. Long-term borrowing shall be limited to capital improvement projects that cannot be financed from current revenues and to capital equipment with a useful life of 20 years or greater and a purchase cost of \$250,000 or greater. Long-term debt shall not be used for current operations.
2. Any capital improvement projects or capital equipment financed through bonds should be financed for a period not to exceed the expected useful life of the project or equipment.
3. Total debt outstanding, including overlapping debt, will be considered when planning additional debt issuance.
4. The City's share of paving projects, including the cost of over-width or over-depth paving of major streets, should be financed with road use tax funds or other revenue sources when funds are appropriate and available.

5. The City's share of utility projects, including the cost of over-sizing of water, sewer and storm water mains, should be financed with utility funds and other revenue sources when funds are appropriate and available.
6. The use of general obligation bonds for projects does not dismiss the potential of pro rata payment for debt service by specifically benefited funds such as road use tax, tax increment financing, water, sewer or storm water.
7. Financing requirements will be reviewed annually. The timing for financing will be based upon the City's need for funds, market conditions and debt management policies.
8. The City will maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.
9. Periodic reviews of all outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered if and when there is a net economic benefit of the refunding or the refunding is essential in order to release restrictive bond covenants, which affect the operations and management of the City.
10. The City will annually review opportunities to convert projects historically utilizing pay-as-you-use financing (debt) to pay-as-you-go financing (cash) in an effort to reduce long-term debt.
11. Total general obligation indebtedness should not exceed 75% of the limit prescribed by State statute, which is currently 5% of actual property values within the City.

Financial Reporting and Accounting

1. The City should establish and maintain a high standard of accounting practices. To that end, the City will continue to use the latest edition of *Governmental Accounting, Auditing, and Financial Reporting (GAAFR)* as its source of generally accepted accounting principles (GAAP).
2. The City's relationship with its independent public accounting firm will be reviewed at a minimum every five years.
3. The City will maintain its budget and accounting system on a cash basis which will be the basis for all interim, internal and state reporting with the exception of the Annual Comprehensive Financial Report which will be produced in accordance with GAAP.
4. The City will adhere to a policy of full and open public disclosure of all financial activity and information.

Financial Policy Compliance

Ankeny maintains, regularly reviews and revises a complete set of Financial Policies to govern the overall financial management and health of the City. Several of the Financial Policies have a direct impact on the budget:

Financial Policy	Policy Purpose	Compliance
Revenue Policies	No less than 40% of the incremental value from all urban renewal districts combined will continue to be released to all taxing jurisdictions. <i>FY 2025 Increment Released = 82.55%</i>	Yes
Reserves and Contingencies	The City's annual budget is considered balanced if the cash reserve requirements, the working capital requirements and the revenue and expenditures requirements have been met. <i>General = revenues + appropriated fund balance > expenditures</i> <i>Road Use Tax = revenues > expenditures</i> <i>Police and Fire Retirement = revenues + appropriated fund balance > expenditures</i> <i>Solid Waste = revenues > expenditures</i> <i>Water = revenues + appropriated fund balance > expenditures</i> <i>Sewer = revenues > expenditures</i> <i>Storm Water = revenues > expenditures</i> <i>Golf Course = revenues + appropriated fund balance > expenditures</i>	Yes
Reserves and Contingencies	The City will assemble sufficient cash reserves in operating funds for working capital so that short term cash flow financing is not required. The cash reserve will be no less than 25% of the next year's operating budget, the same level as required for the general fund. Operating funds are defined as the general, road use tax, employee benefits and enterprise funds. <i>General = 63%</i> <i>Road Use Tax = 74%</i> <i>Police and Fire Retirement = 42%</i> <i>Solid Waste = 32%</i> <i>Water = 64%</i> <i>Sewer = 144%</i> <i>Storm Water = 86%</i> <i>Golf Course = 67%</i>	Yes
Debt Management Policies	Total general obligation indebtedness should not exceed 75% of the limit prescribed by State statute, which is currently 5% of actual property values within the City. <i>Projected FY 2025 Debt Limit = 28%</i>	Yes

Budget Process

Budget Preparation

The preparation of the City budget involves the interaction of City departments, boards and commissions, the Mayor and City Council, as well as, the general public. The budget process begins with a strategic planning retreat for the City Council. At this retreat, the Council develops policy statements for the upcoming budget year. Following the retreat, the City Manager initiates the preparation phase of the budget cycle for the upcoming fiscal year by issuing budget strategies and directives to department directors at the budget kick-off meeting.

The annual budget process is defined by the City Manager based on the City Council's overall strategies and organizational objectives. The annual budget process is not clearly defined in either the Iowa Code or the Ankeny Municipal Code. The Ankeny Municipal Code, Section 19.06 states that the City Manager is required to present an annual budget to the City Council, but does not provide any guidelines for its preparation. Iowa Code, Section 384.16 provides guidelines in regards to format, filing requirements and legal controls, but does not dictate the annual budget process. The fiscal year runs from July 1 to June 30.

The City uses a service budgeting approach to acquiring and allocating the resources necessary to deliver services to its citizens. Since the purpose of local government is to provide services to its constituency, it is logical to plan and evaluate the budget on a program or service-oriented basis. The service budgeting process allows for the comprehensive analysis of services by integrating program and line item budgeting.

The City Manager, Assistant City Manager and Administrative Services Director meet with each department to prepare the base budget. The base budget is comprised of ordinary and ongoing expenses necessary to provide the current level of services being offered. It does not include new personnel or equipment requests. The department directors prepare supplemental budget requests for their individual departments to request new personnel, equipment and service level increases. After the base and supplemental budgets are completed, they are combined for review. Following several months of review and revision, the City Manager submits a proposed budget to the City Council. The budget contains estimates of revenues and expenditures for the coming year, as well as re-estimates of revenues and expenditures for the current year. In addition to the current year and following year estimates, revenues and expenditures are estimated for the year after next. Estimates made for the year after next are not legally certified with the State but do serve as a financial planning tool.

The nine-month preparation process culminates in April. The City is required to hold a public hearing, at a special council meeting, on the proposed property tax amounts for the budget and publish such notice not less than ten days nor more than twenty days before the hearing and post on the City website and social media accounts. The County Auditor must send to each taxpayer an individual statement. No action is required following the public hearing. The City is then required to hold a public hearing on the proposed budget and publish such notice not less than ten days nor more than twenty days before such hearing. Following the required public hearing, the City Council must adopt by resolution the proposed budget. The budget must then be certified with the County Auditor and State Department of Management no later than April 30. If necessary, the current budget is amended at the same time. An operating budget, as well as a capital improvement program budget, is approved.

The operating portion of the budget is for the day-to-day costs associated with providing and maintaining the programs and services noted previously. The City also prepares a five-year capital improvement program which is available in a separate document. The capital improvement program includes the construction of infrastructure such as streets, parks, water and sewer systems, buildings and other public facilities. Each year management reviews the program and updates it as necessary. City Council then reviews the program and approves it by resolution. The first year of the program is adopted in the annual budget as the capital projects fund.

Amendment Process

An amendment may be necessary due to events and situations that are unanticipated and could cause the City's expenditures to exceed the State's legal level of control. The mandated legal level of control is referred to as the "program" level. As previously noted, the State defines nine "programs" which include public safety, health and social services, culture and recreation, public works, community and economic development, general government, debt service, business type activities/enterprise and capital projects. All of the City's activities, regardless of fund, are categorized into these "programs" and reported to the State. Combined expenditures in each program may not exceed certified appropriations. The City files at least one amendment each fiscal year and it is referred to in this document as the "revised" budget. The City Manager's Office subsequently monitors the budget to determine the need for additional amendments in order to refrain from exceeding the legal expenditure limits.

Iowa Code, Section 384.18 provides that a city budget for the current fiscal year may be amended for any of the following purposes.

- To permit the appropriation and expenditure of unexpected, unencumbered cash balances on hand at the end of the preceding fiscal year which had not been anticipated in the budget.
- To permit the appropriation and expenditure of amounts anticipated to be available from sources other than property taxation, and which had not been anticipated in the budget.
- To permit transfers from the debt service fund, the capital improvements reserve fund, the emergency fund, or other funds established by state law, to any other city fund, unless specifically prohibited by state law.
- To permit transfers between programs within the general fund.

A budget amendment must be prepared and adopted in the same manner as the original budget, as provided in Iowa Code Section 384.16, excluding the requirement for the mailing of individual statements under Iowa Code Section 24.2A, and is subject to protest as provided in Iowa Code Section 384.19. A city budget shall be amended by May 31 of the current fiscal year to allow time for a protest hearing to be held and a decision rendered before June 30. The amendment of a budget after May 31, which is properly appealed but without adequate time for hearing and decision before June 30 is void.

Public Engagement

The following are tools used to communicate with the public. The City encourages the public to find them on each of these platforms and engage in two-way communications.

Public meetings – Find upcoming public meetings on the Calendar of Events at <https://www.ankenyiowa.gov/calendar.aspx?CID=14>.

Phone – Find department and staff contact numbers at <https://www.ankenyiowa.gov/directory.aspx>.

In person – Staff is located at the Albaugh Family Senior Community Center, Ankeny Kirkendall Public Library, City Hall, Fire Station No. 1, Police Department and Public Services Building.

Website – The City's website at www.ankenyiowa.gov is the primary method of communication with the public.

Facebook – Find the City on Facebook at www.facebook.com/cityofankeny.

X (Twitter) – Find the City on X, formerly Twitter, at www.x.com/cityofankeny.

Nextdoor – Find the City on Nextdoor at www.nextdoor.com/agency-detail/ia/ankeny/city-of-ankeny.

e-Updates – Stay informed of City news by receiving email notifications for event postings, meeting notices, news and more by subscribing to e-Updates at <https://www.ankenyiowa.gov/list.aspx?mode=subscribe#alertcenter>.

Budget Calendar

<i>August</i>	> City Council holds retreat to update or review the strategic plan, reaffirm policy statements and set priorities for the upcoming fiscal year budget. > Staff CIP kickoff meeting to review policies, distribute CIP manuals and schedule. > Series of CIP meetings to develop long-term infrastructure strategies, coordinate large scope projects and discuss relationships between the CIP and Comprehensive Plan.
<i>October</i>	> Initial staff budget meeting to review fiscal policies and priorities, present special budget issues, distribute budget manuals and instruct staff on budget preparation process and schedule. > City Manager's Office reviews CIP project requests.
<i>November</i>	> City Manager's Office develops base budget revenues and expenditures for each activity by fund in consultation with division personnel from each department. > Department directors submit supplemental request forms to the City Manager's Office. > City Council holds CIP workshop to discuss projects and financing.
<i>December</i>	> Department directors submit budget memorandums and strategic plan worksheets to the City Manager's Office. > City Manager's Office reviews budget memorandums, supplemental request forms and strategic plan worksheets to determine departmental budget issues and discussion items. > City Manager's Office combines departmental base and supplemental budgets and prepares financial summaries. > Five-year financial projections are prepared for the operating funds for use in long-range planning and current year budget preparation. > City Council approves CIP.
<i>January</i>	> Department directors present to the City Council on their department's budget including significant accomplishments, significant budget issues and significant budget changes.
<i>February</i>	> City Council holds budget workshop to discuss the operating funds. > City Council holds budget workshop to discuss the hotel/motel tax and enterprise funds.
<i>March</i>	> City Council holds meeting to set public hearing on the proposed property tax amounts for the budget. > County Auditor must send to each taxpayer an individual statement. > Notice of public hearing on the proposed property tax amounts for the budget and taxpayer statement is published. Notice is posted on City website and social media accounts.
<i>April</i>	> Public hearing is held on the proposed property tax amounts for the budget. > City Council holds meeting to set public hearing on proposed budget and amendment of current budget. > Notice of public hearing on proposed budget and amendment of current budget is published. Budget is made available for public inspection at city hall and library. > Public information meeting is held to give an overview of the proposed budget to the public and provide an opportunity for feedback and questions. > Public hearing is held on proposed budget and amendment of current budget and is adopted by resolution. > Amended and adopted budget are filed with County Auditor and State Department of Management.
<i>July</i>	> New fiscal year begins.

Budget Summaries by Fund

The City's accounts are organized on the basis of funds and each fund is considered to be a separate accounting entity. Budget summaries including all funds are shown here, with revenue and expenditure detail immediately following. In depth information for each fund can be found in the subsequent sections.

Fund Balance by Fund

Fund	Estimated Fund Balance July 1, 2024	Revenues*	Transfers In	Expenditures*	Transfers Out	Estimated Fund Balance June 30, 2025	Increase (Decrease) Fund Balance	Percentage Increase (Decrease)
General:								
General	\$ 33,308,745	\$ 50,241,188	\$ 2,255,457	\$ 50,398,412	\$ 2,364,350	\$ 33,042,628	\$ (266,117)	-0.80%
Hotel/Motel Tax	791,944	31,000	2,277,000	1,807,417	393,000	899,527	107,583	13.58%
Special Revenue:								
Fire Gift	34,704	6,200	-	5,000	-	35,904	1,200	3.46%
Hawkeye Park Player Fees	17,831	9,300	-	8,000	-	19,131	1,300	7.29%
Police Gift	10,576	5,300	-	5,000	-	10,876	300	2.84%
Road Use Tax	7,274,197	9,492,971	11,000	9,222,699	872,750	6,682,719	(591,478)	-8.13%
Police Seizure	73,491	13,000	-	16,250	-	70,241	(3,250)	-4.42%
Tax Increment Financing	3,323,337	8,947,117	-	3,760,333	6,359,737	2,150,384	(1,172,953)	-35.29%
Police and Fire Retirement	1,488,529	3,078,945	-	3,112,669	-	1,454,805	(33,724)	-2.27%
Employee Benefits	-	1,075,457	-	-	1,075,457	-	-	0.00%
Landfill Postclosure	73,126	2,000	-	-	9,000	66,126	(7,000)	-9.57%
Friends of the Ankeny Library	76,818	48,000	-	48,000	-	76,818	-	0.00%
Park Dedication	422,761	15,000	-	-	100,000	337,761	(85,000)	-20.11%
Sports Complex Foundation	151,474	19,000	-	-	-	170,474	19,000	12.54%
Ankeny Garden Club	10,742	2,075	-	1,000	-	11,817	1,075	10.01%
Miracle Park	67,997	7,000	-	10,000	-	64,997	(3,000)	-4.41%
Dog Park	-	-	-	-	-	-	-	0.00%
Parks and Recreation Scholarship	23,374	800	-	5,000	-	19,174	(4,200)	-17.97%
Civic Trust	-	-	-	-	-	-	-	0.00%
Debt Service	2,106,474	17,605,049	8,443,991	26,086,257	-	2,069,257	(37,217)	-1.77%
Enterprise:								
Solid Waste	496,610	1,558,000	9,000	1,539,776	-	523,834	27,224	5.48%
Water	32,955,912	25,248,375	321,000	28,415,367	1,042,750	29,067,170	(3,888,742)	-11.80%
Sewer	24,433,962	17,689,135	1,000	16,057,167	1,042,750	25,024,180	590,218	2.42%
Storm Water	3,986,378	7,100,539	1,532,000	5,341,745	1,733,654	5,543,518	1,557,140	39.06%
Golf Course	1,817,459	2,361,000	-	2,572,906	-	1,605,553	(211,906)	-11.66%
Capital Project:								
Special Assessments	501,847	-	-	-	-	501,847	-	0.00%
Capital Projects	26,562,944	23,573,614	985,000	35,422,067	842,000	14,857,491	(11,705,453)	-44.07%
Total Budgeted Funds	\$ 140,011,232	\$ 168,130,065	\$ 15,835,448	\$ 183,835,065	\$ 15,835,448	\$ 124,306,232	\$ (15,705,000)	-11.22%
Internal Service:								
Central Garage	\$ 611,249	\$ 1,859,144	\$ -	\$ 1,859,144	\$ -	\$ 611,249	\$ -	0.00%
Risk Management	925,958	1,859,000	-	1,859,000	-	925,958	-	0.00%
Health Insurance	6,589,153	5,645,000	-	6,390,000	-	5,844,153	(745,000)	-11.31%
Sustainability Revolving	31,129	1,100	-	-	-	32,229	1,100	3.53%
Economic Development Revolving	288,791	10,000	-	-	-	298,791	10,000	3.46%
Equipment Reserve	2,266,659	332,305	-	1,520,880	-	1,078,084	(1,188,575)	-52.44%
Total Unbudgeted Funds	\$ 10,712,939	\$ 9,706,549	\$ -	\$ 11,629,024	\$ -	\$ 8,790,464	\$ (1,922,475)	-17.95%
Total All Funds	\$ 150,724,171	\$ 177,836,614	\$ 15,835,448	\$ 195,464,089	\$ 15,835,448	\$ 133,096,696	\$ (17,627,475)	-11.70%

* - Includes interfund transactions.

Explanation of Changes in Fund Balance

Fund	Estimated Fund Balance July 1, 2024	Estimated Fund Balance June 30, 2025	Increase (Decrease) Fund Balance	Percentage Increase (Decrease)
Hotel/Motel Tax	\$ 791,944	\$ 899,527	\$ 107,583	13.58%
Tax Increment Financing	3,323,337	2,150,384	(1,172,953)	-35.29%
Park Dedication	422,761	337,761	(85,000)	-20.11%
Sports Complex Foundation	151,474	170,474	19,000	12.54%
Ankeny Garden Club	10,742	11,817	1,075	10.01%
Parks and Recreation Scholarship	23,374	19,174	(4,200)	-17.97%
Water	32,955,912	29,067,170	(3,888,742)	-11.80%
Storm Water	3,986,378	5,543,518	1,557,140	39.06%
Golf Course	1,817,459	1,605,553	(211,906)	-11.66%
Capital Projects	26,562,944	14,857,491	(11,705,453)	-44.07%

Hotel/Motel Tax – The projected ending fund balance is \$899,527, an increase of \$107,583 or 13.58%. The increase is attributed to hotel/motel tax collections returning to pre-pandemic levels and the construction of several new hotels. The remaining fund balance is reserved for future allocations to cultural and economic development initiatives.

Tax Increment Financing – The projected ending fund balance is \$2,150,384, a decrease of \$1,172,953, or 35.29%. The tax increment financing fund is a flow-through fund where the fund balance often fluctuates based on budgeted revenues and expenditures.

Park Dedication – The ending fund balance is expected to be \$337,761, a decrease of \$85,000 or 20.11% at June 30, 2025. Fund balance is being used for the annual park development program and the development of neighborhood parks.

Sports Complex Foundation – The ending fund balance is expected to be \$170,474, an increase of 12.54%. Fund balance is being accumulated for future improvements.

Ankeny Garden Club – The ending fund balance is projected to be \$11,817, an increase of \$1,075 or 10.01%, due to interest income.

Parks and Recreation Scholarship – Fund balance at June 30, 2025, is projected to be \$19,174, a decrease of \$4,200 or 17.97%. Fund balance is being accumulated for future scholarships.

Water – The estimated ending fund balance of the water fund at June 30, 2025, is \$29,067,170. This represents a decrease of \$3,888,742 or 11.80%, due to additional debt service requirements and transfers out related to the capital improvement program.

Storm Water – The estimated ending fund balance of the storm water fund at June 30, 2025, is \$5,543,518, an increase of \$1,557,140 or 39.06%. This growth is attributable to the storm water rate increase of \$1.00 per ERU.

Golf Course – The estimated ending fund balance of the golf course at June 30, 2025, is \$1,605,553, a decrease of \$211,906 or 11.66%. The profitability of the golf course heavily relies on weather conditions, underscoring the importance of maintaining an adequate fund balance to manage fluctuations in weather-related impacts.

Capital Projects – The estimated ending fund balance of the capital projects fund is \$14,857,491, a decrease of \$11,705,453 or 44.07%. The fund balance fluctuates based on the size of the capital improvement program and the timing of capital expenditures.

Fund Balance Summary by Fund

Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
General:							
General	\$ 27,081,132	\$ 31,251,980	\$ 35,273,770	\$ 29,835,408	\$ 33,308,745	\$ 33,042,628	\$ 32,434,578
Hotel/Motel Tax	376,025	385,264	578,066	762,841	791,944	899,527	520,252
Special Revenue:							
Fire Gift	24,733	26,893	33,104	27,493	34,704	35,904	36,804
Hawkeye Park Player Fees	38,265	47,643	37,851	12,523	17,831	19,131	19,031
Police Gift	5,826	10,036	10,176	10,236	10,576	10,876	11,076
Road Use Tax	8,620,560	9,252,239	9,930,750	6,869,634	7,274,197	6,682,719	7,664,166
Police Seizure	79,268	81,991	99,391	52,991	73,491	70,241	79,241
Tax Increment Financing	2,023,248	2,163,404	2,433,185	2,376,861	3,323,337	2,150,384	1,143,738
Police and Fire Retirement	1,915,726	1,728,234	1,547,627	1,348,959	1,488,529	1,454,805	1,215,944
Employee Benefits	-	-	-	-	-	-	-
Landfill Postclosure	100,530	88,852	86,376	64,202	73,126	66,126	49,876
Friends of the Ankeny Library	82,919	88,989	86,818	68,389	76,818	76,818	76,818
Park Dedication	581,938	532,661	499,761	407,661	422,761	337,761	246,761
Sports Complex Foundation	97,993	113,869	131,474	141,869	151,474	170,474	187,474
Ankeny Garden Club	10,165	7,975	9,567	8,815	10,742	11,817	12,792
Miracle Park	50,946	61,799	69,997	54,999	67,997	64,997	60,997
Dog Park	275	609	1,377	1,350	-	-	-
Parks and Recreation Scholarship	-	-	27,174	17,174	23,374	19,174	14,674
Civic Trust	3,756,369	2,937,833	322,833	340,101	-	-	-
Debt Service	1,668,957	1,835,526	1,890,978	1,832,391	2,106,474	2,069,257	1,973,897
Enterprise:							
Solid Waste	267,455	151,468	459,781	389,950	496,610	523,834	542,208
Water	26,197,883	24,869,653	23,978,168	16,147,244	32,955,912	29,067,170	26,636,237
Sewer	19,853,100	21,851,841	23,310,213	20,894,236	24,433,962	25,024,180	24,423,811
Storm Water	2,897,384	4,836,405	4,347,600	3,574,524	3,986,378	5,543,518	5,048,961
Golf Course	806,980	1,276,187	1,823,641	910,929	1,817,459	1,605,553	1,594,897
Capital Project:							
Special Assessments	-	-	22,158	22,158	501,847	501,847	301,847
Capital Projects	41,188,467	46,145,091	35,629,809	18,508,165	26,562,944	14,857,491	25,321,733
Total Budgeted Funds	\$ 137,726,144	\$ 149,746,442	\$ 142,641,645	\$ 104,681,103	\$ 140,011,232	\$ 124,306,232	\$ 129,617,813
Internal Service:							
Central Garage	\$ 582,887	\$ 562,249	\$ 611,249	\$ 562,249	\$ 611,249	\$ 611,249	\$ 611,249
Risk Management	1,158,401	1,188,948	960,958	1,086,948	925,958	925,958	925,958
Health Insurance	6,455,292	6,489,230	6,437,221	6,135,889	6,589,153	5,844,153	4,981,153
Sustainability Revolving	27,128	28,498	29,729	29,517	31,129	32,229	33,029
Economic Development Revolving	250,044	264,465	273,191	274,065	288,791	298,791	305,791
Equipment Reserve	2,334,191	2,420,889	2,083,944	899,305	2,266,659	1,078,084	1,554,845
Total Unbudgeted Funds	\$ 10,807,943	\$ 10,954,279	\$ 10,396,292	\$ 8,987,973	\$ 10,712,939	\$ 8,790,464	\$ 8,412,025
Total All Funds	\$ 148,534,087	\$ 160,700,721	\$ 153,037,937	\$ 113,669,076	\$ 150,724,171	\$ 133,096,696	\$ 138,029,838

Revenue Summary by Fund

Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
General:							
General	\$ 38,335,983	\$ 40,677,427	\$ 44,806,792	\$ 45,242,433	\$ 47,212,786	\$ 50,241,188	\$ 50,873,582
Hotel/Motel Tax	29,539	2,665	19,235	6,000	40,000	31,000	23,000
Special Revenue:							
Fire Gift	1,638	2,439	6,536	5,300	6,600	6,200	5,900
Hawkeye Park Player Fees	10,574	9,378	7,642	10,400	11,100	9,300	8,900
Police Gift	2,962	4,210	4,074	4,100	16,400	5,300	5,200
Road Use Tax	8,209,310	9,074,923	9,577,651	8,935,310	9,489,084	9,492,971	10,465,622
Police Seizure	2,329	12,434	22,100	6,800	14,000	13,000	12,000
Tax Increment Financing	8,780,810	9,148,707	10,056,491	10,399,833	11,288,157	8,947,117	8,573,276
Police and Fire Retirement	2,252,963	2,393,282	2,546,782	2,662,549	2,682,174	3,078,945	3,239,825
Employee Benefits	-	-	-	-	-	1,075,457	1,821,878
Landfill Postclosure	377	125	1,897	800	4,000	2,000	1,000
Friends of the Ankeny Library	50,233	47,841	44,724	46,700	49,000	48,000	47,000
Park Dedication	55,953	30,723	47,100	5,000	23,000	15,000	9,000
Sports Complex Foundation	16,357	15,876	17,605	14,000	20,000	19,000	17,000
Ankeny Garden Club	1,453	1,450	1,592	1,420	2,175	2,075	1,975
Miracle Park	3,892	10,853	8,517	5,600	8,000	7,000	6,000
Dog Park	14	334	768	-	-	-	-
Parks and Recreation Scholarship	-	-	27,174	-	1,200	800	500
Civic Trust	3,959,313	186,464	-	-	19,216	-	-
Debt Service	30,929,862	29,364,984	15,102,496	15,497,792	15,716,730	17,605,049	18,318,058
Enterprise:							
Solid Waste	1,033,265	1,183,182	1,363,021	1,475,000	1,489,000	1,558,000	1,660,000
Water	20,927,506	23,513,941	22,879,183	25,816,504	43,071,874	25,248,375	44,387,809
Sewer	18,881,394	17,758,874	17,085,081	16,854,119	17,830,159	17,689,135	18,513,814
Storm Water	3,244,596	4,808,535	3,921,878	7,508,814	4,680,163	7,100,539	7,676,961
Golf Course	1,808,499	2,224,379	2,573,721	1,934,000	2,382,000	2,361,000	2,392,000
Capital Project:							
Special Assessments	30,128	-	277,158	-	479,689	-	-
Capital Projects	18,139,504	25,146,661	15,806,305	22,337,913	27,632,342	23,573,614	39,877,367
Total Budgeted Revenues	\$ 156,708,454	\$ 165,619,687	\$ 146,205,523	\$ 158,770,387	\$ 184,168,849	\$ 168,130,065	\$ 207,937,667
Internal Service:							
Central Garage	\$ 1,052,223	\$ 1,343,471	\$ 1,472,273	\$ 1,789,570	\$ 1,798,806	\$ 1,859,144	\$ 1,954,939
Risk Management	1,850,530	1,280,848	2,354,386	1,498,000	1,586,000	1,859,000	2,076,000
Health Insurance	4,695,875	4,805,783	5,394,634	5,215,000	5,918,932	5,645,000	5,847,000
Sustainability Revolving	2,200	1,370	1,231	200	1,400	1,100	800
Economic Development Revolving	18,467	14,421	8,726	4,600	15,600	10,000	7,000
Equipment Reserve	159,888	135,060	134,122	303,385	182,715	332,305	476,761
Total Unbudgeted Revenues	\$ 7,779,183	\$ 7,580,953	\$ 9,365,372	\$ 8,810,755	\$ 9,503,453	\$ 9,706,549	\$ 10,362,500
Total All Revenues*	\$ 164,487,637	\$ 173,200,640	\$ 155,570,895	\$ 167,581,142	\$ 193,672,302	\$ 177,836,614	\$ 218,300,167

* - Includes interfund transactions.

Expenditure Summary by Fund

Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
General:							
General	\$ 31,625,929	\$ 35,445,205	\$ 39,926,832	\$ 45,575,192	\$ 46,794,274	\$ 50,398,412	\$ 52,120,660
Hotel/Motel Tax	488,399	1,092,758	1,366,279	1,382,289	1,432,928	1,807,417	1,841,275
Special Revenue:							
Fire Gift	-	279	325	5,000	5,000	5,000	5,000
Hawkeye Park Player Fees	-	-	17,434	22,120	31,120	8,000	9,000
Police Gift	4,549	-	3,934	4,000	16,000	5,000	5,000
Road Use Tax	6,185,704	6,309,244	6,546,030	8,345,582	10,631,239	9,222,699	9,058,592
Police Seizure	424	9,711	4,700	39,900	39,900	16,250	3,000
Tax Increment Financing	1,671,477	1,974,910	2,565,008	2,804,559	2,841,657	3,760,333	3,460,769
Police and Fire Retirement	2,228,396	2,580,774	2,727,389	2,839,551	2,741,272	3,112,669	3,478,686
Employee Benefits	-	-	-	-	-	-	-
Landfill Postclosure	-	-	-	-	-	-	-
Friends of the Ankeny Library	35,631	41,771	46,895	46,000	59,000	48,000	47,000
Park Dedication	-	-	-	-	-	-	-
Sports Complex Foundation	-	-	-	-	-	-	-
Ankeny Garden Club	53	3,640	-	1,000	1,000	1,000	1,000
Miracle Park	-	-	319	10,000	10,000	10,000	10,000
Dog Park	5,432	-	-	-	1,377	-	-
Parks and Recreation Scholarship	-	-	-	5,000	5,000	5,000	5,000
Civic Trust	-	-	-	-	-	-	-
Debt Service	40,288,141	38,022,650	24,205,486	25,028,489	25,026,907	26,086,257	27,026,357
Enterprise:							
Solid Waste	1,192,185	1,310,972	1,059,081	1,483,821	1,469,421	1,539,776	1,658,876
Water	15,401,079	24,553,363	23,249,831	41,571,430	33,439,801	28,415,367	45,149,621
Sewer	18,023,895	15,471,133	15,139,126	14,013,871	16,117,351	16,057,167	17,426,465
Storm Water	1,170,488	1,432,770	2,825,542	4,751,156	3,589,177	5,341,745	6,429,004
Golf Course	1,491,559	1,755,172	2,026,267	2,340,137	2,388,182	2,572,906	2,402,656
Capital Project:							
Special Assessments	-	-	-	-	-	-	-
Capital Projects	27,987,535	23,595,037	31,599,842	30,775,398	40,158,656	35,422,067	32,488,125
Total Budgeted Expenditures	\$ 147,800,876	\$ 153,599,389	\$ 153,310,320	\$ 181,044,495	\$ 186,799,262	\$ 183,835,065	\$ 202,626,086
Internal Service:							
Central Garage	\$ 1,004,042	\$ 1,364,109	\$ 1,423,273	\$ 1,789,570	\$ 1,798,806	\$ 1,859,144	\$ 1,954,939
Risk Management	1,754,406	1,250,301	2,582,376	1,498,000	1,621,000	1,859,000	2,076,000
Health Insurance	3,879,564	4,771,845	5,446,643	5,583,000	5,767,000	6,390,000	6,710,000
Sustainability Revolving	-	-	-	-	-	-	-
Economic Development Revolving	-	-	-	-	-	-	-
Equipment Reserve	47,875	48,362	471,067	1,480,880	-	1,520,880	-
Total Unbudgeted Expenditures	\$ 6,685,887	\$ 7,434,617	\$ 9,923,359	\$ 10,351,450	\$ 9,186,806	\$ 11,629,024	\$ 10,740,939
Total All Expenditures*	\$ 154,486,763	\$ 161,034,006	\$ 163,233,679	\$ 191,395,945	\$ 195,986,068	\$ 195,464,089	\$ 213,367,025

* - Includes interfund transactions.

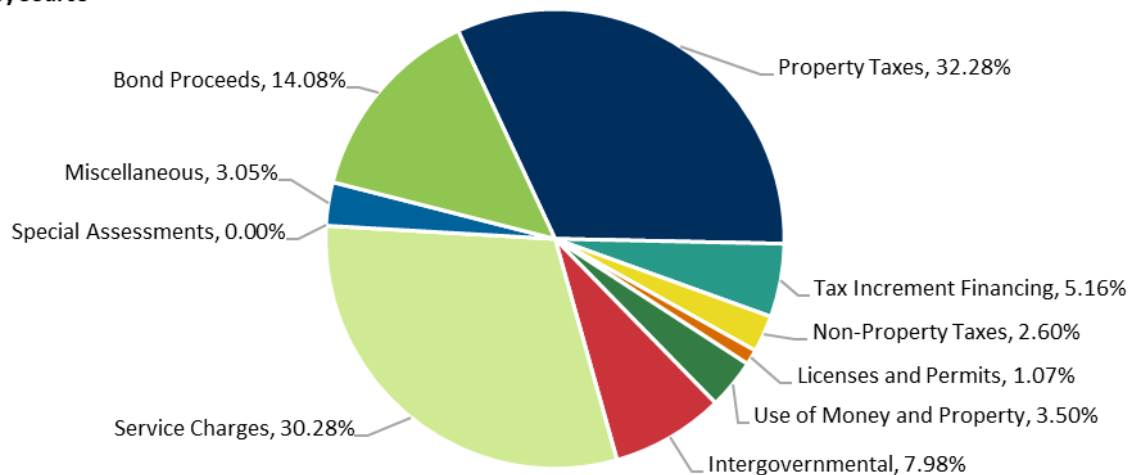
Major Revenue Sources

The City has ten separate revenue sources, or categories, for budgeting revenues. They are property taxes, tax increment financing, non-property taxes, licenses and permits, use of money and property, intergovernmental, service charges, special assessments, miscellaneous and bond proceeds. All revenues within the City's budget are categorized as one of these types. Each source is comprised of many individual revenue sources that vary greatly in how they are derived and how they change. Budgeted revenues for fiscal year 2025 total \$168,130,065.

Revenue Summary by Source

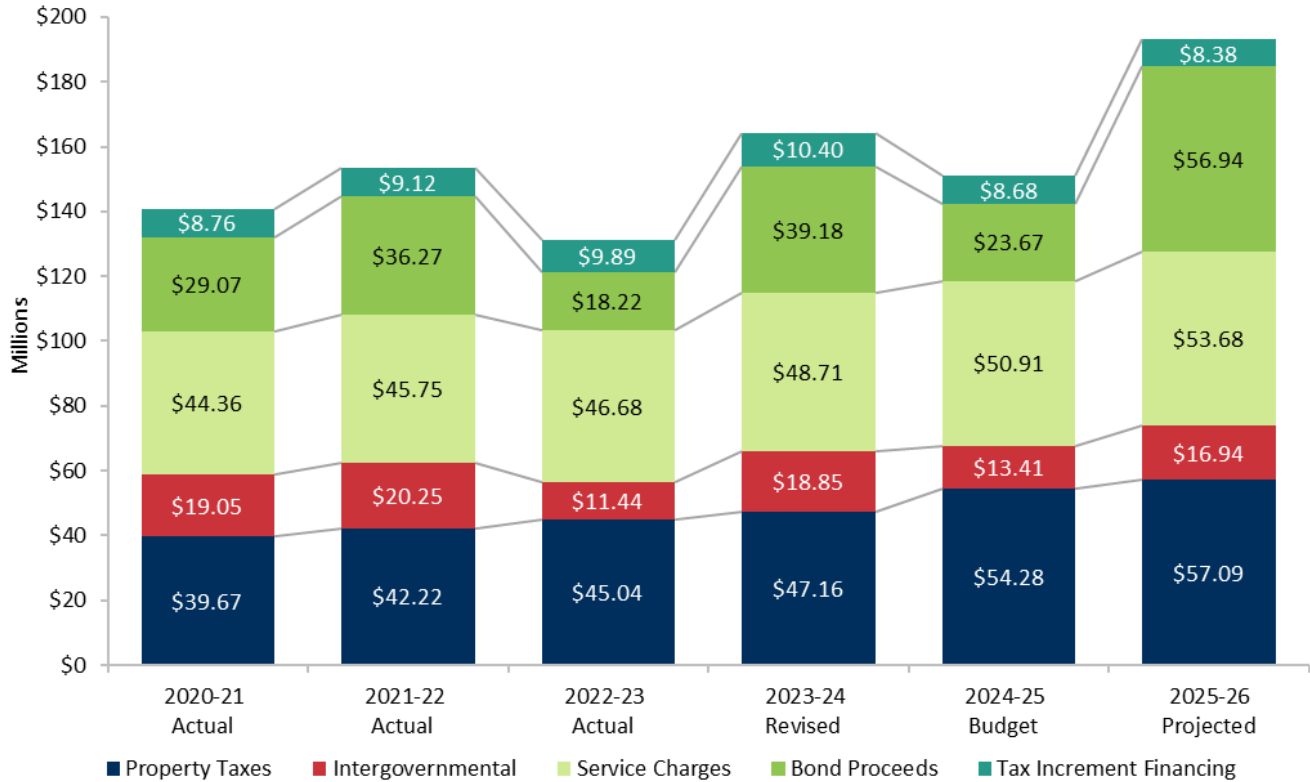
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Budgeted Revenues:							
Property Taxes	\$ 39,669,218	\$ 42,219,997	\$ 45,040,379	\$ 47,164,752	\$ 47,164,752	\$ 54,275,717	\$ 57,090,487
Tax Increment Financing	8,761,953	9,119,331	9,890,506	10,338,833	10,399,304	8,676,117	8,376,276
Non-Property Taxes	2,737,727	3,705,233	4,464,315	3,955,747	4,315,747	4,369,771	4,449,687
Licenses and Permits	3,200,620	2,917,976	2,621,986	1,798,500	1,582,600	1,797,500	1,919,500
Use of Money and Property	1,107,197	963,974	3,773,214	3,761,559	7,769,025	5,891,170	4,543,609
Intergovernmental	19,054,337	20,253,678	11,438,864	16,781,187	18,849,626	13,409,836	16,936,849
Service Charges	44,356,107	45,753,395	46,676,754	47,889,146	48,713,235	50,906,046	53,684,408
Special Assessments	30,128	-	277,158	-	479,689	-	-
Miscellaneous	8,722,372	4,413,064	3,801,736	3,860,663	5,717,633	5,133,908	3,996,265
Bond Proceeds	29,068,795	36,273,039	18,220,611	23,220,000	39,177,238	23,670,000	56,940,586
Total Budgeted Revenues	\$ 156,708,454	\$ 165,619,687	\$ 146,205,523	\$ 158,770,387	\$ 184,168,849	\$ 168,130,065	\$ 207,937,667
Unbudgeted Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money and Property	35,694	12,588	198,074	94,700	453,400	358,100	262,800
Intergovernmental	657,000	117,929	944,757	-	-	-	-
Service Charges	6,770,756	7,314,971	7,968,175	8,581,455	8,699,521	9,193,449	9,930,700
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	315,733	135,465	254,366	134,600	350,532	155,000	169,000
Total Unbudgeted Revenues	\$ 7,779,183	\$ 7,580,953	\$ 9,365,372	\$ 8,810,755	\$ 9,503,453	\$ 9,706,549	\$ 10,362,500
Total All Revenues	\$ 164,487,637	\$ 173,200,640	\$ 155,570,895	\$ 167,581,142	\$ 193,672,302	\$ 177,836,614	\$ 218,300,167

Revenue by Source



This chart represents the trends for the five largest revenue sources; property taxes, intergovernmental, service charges, bond proceeds and tax increment financing. These revenue sources represent 89.78% of the City's budgeted revenues. Additional trends for specific revenues can be found in the individual fund summaries.

Major Revenue Sources



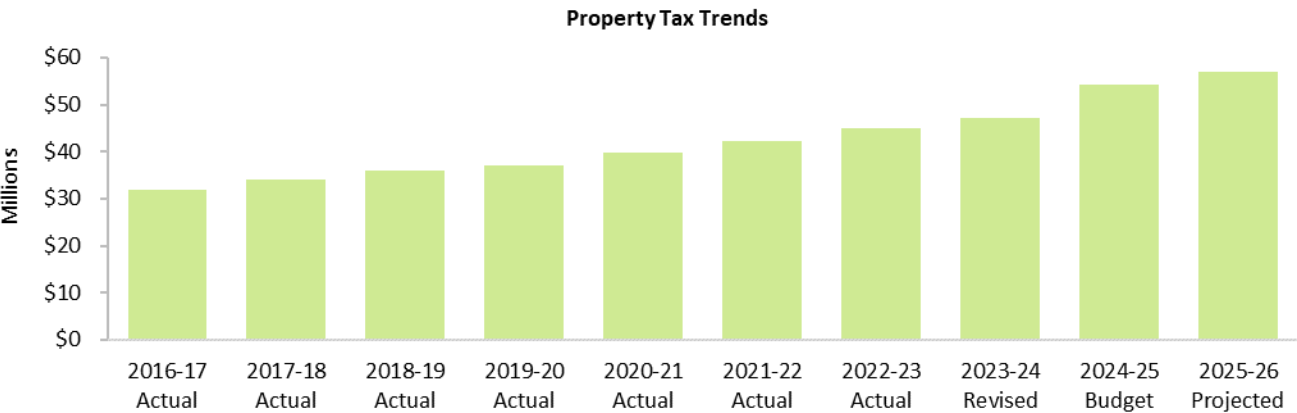
The City Manager's Office prepares revenue estimates using various methods tailored to each revenue source. Property tax estimates rely on current taxable property values provided by Polk County and anticipated levy rates. Road use tax projections are sourced from the Iowa Department of Transportation. Rental revenues are based on existing contracts and interest income projections hinge on current investment levels and expected maturity schedules. Service charges and permit revenues are forecasted using historical data, anticipated rate changes and future activity expectations. These estimations consider multiple factors and variables to provide the most accurate forecasts for each revenue category.

The following is a general summary of each revenue source, some of the individual revenues that make up that source, the trends that have been associated with these revenues and what is anticipated for the next fiscal year.

Property Taxes – Property taxes are the primary funding source for the City's general government operations and account for 32.28% of the City's total revenues and 66.03% of general fund revenues. Total property taxes levied are estimated to increase 15.08% in fiscal year 2025. This is due to regular taxable property valuation growth of 15.72% and debt service taxable property valuation growth of 13.36%. The following rollback changes, along with legislative changes related to House File 718, impact this percentage increase:

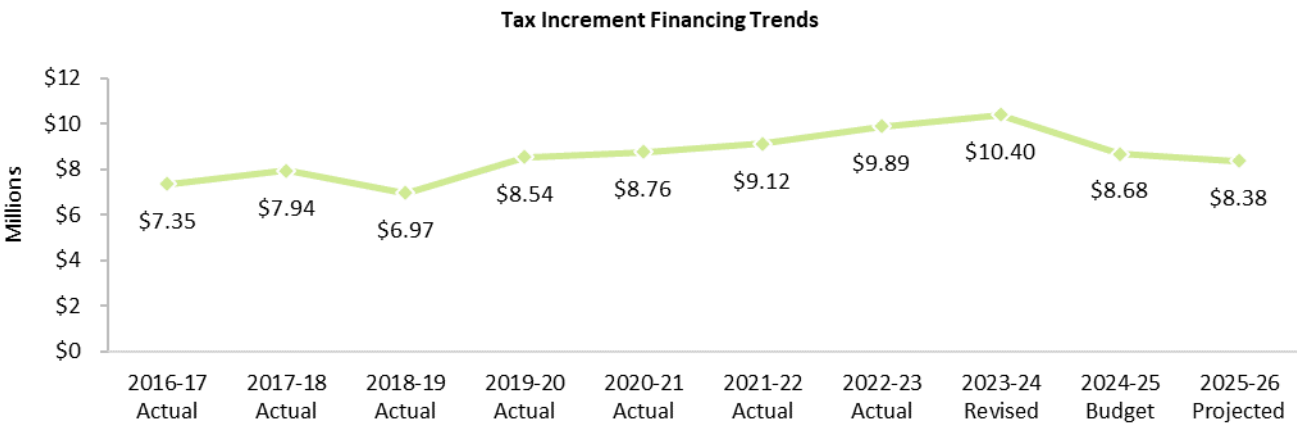
- Decrease in residential rollback from 54.6501% to 46.3428%.
- No change in commercial, industrial and railroads rollback at 90%.
- Decrease in agricultural rollback from 91.6430% to 71.8370%.
- No change in utility rollback at 100%.

Each year Polk County provides the City with the assessed and taxable property values within the City’s jurisdiction. The City’s property tax rate is approved by the City Council and is applied to the taxable property values. This calculation provides the City with its estimated property tax revenues for the following year. Property taxes are levied in the general, police and fire retirement, employee benefits and debt service funds.



Tax Increment Financing – Tax increment financing revenues are property taxes levied on the incremental valuation in an urban renewal area created for the purposes of addressing slum or blight or promoting economic development. These revenues provide incentives for companies to locate or expand or finance infrastructure construction in the area and account for 5.16% of the City’s total revenues. Each year the City certifies its tax increment revenue requirements with Polk County. Once the filing has been made, the Polk County Auditor estimates the following year’s tax increment financing tax rate and determines the value of available increment that must be reserved to provide the level of requested revenue.

The urban renewal areas experienced a decrease in total incremental value of 1.92% for fiscal year 2025 due to the expiration of several subareas in the Ankeny Economic Development Urban Renewal Area. The City’s reservation of increment decreased 16.68%, in turn decreasing estimated tax increment revenues by 16.57%. Of the total taxable increment within the urban renewal areas, the percentage of tax increment valuation being released to all jurisdictions is 82.55%. Tax increment revenues are accounted for in the tax increment financing fund.



Non-Property Taxes – Non-property taxes are taxes on services, transactions or goods other than property. These include hotel/motel taxes, cable TV franchise taxes, mobile home taxes, utility excise taxes and utility franchise taxes which account for 2.60% of the City’s total revenues.

Non-property taxes are used to support general operations and are accounted for in the general fund with hotel/motel taxes being transferred to, and accounted for separately in, the hotel/motel tax fund. Revenue from non-property taxes is anticipated to increase 1.25%, driven largely by hotel/motel taxes, attributable to recent construction and ongoing development of several hotels.

Licenses and Permits – Licenses and permits are used by the City as a means of monitoring certain activities in order to help protect residents. These activities include the sale of alcohol, building construction, garbage hauling, sale of cigarettes, door-to-door soliciting, pet licensing, etc. The revenues generated by licenses and permits help offset the cost of monitoring these activities. License and permit fees account for 1.07% of the City’s total revenues and are projected to increase \$214,900, or 13.58%, in fiscal year 2025. For budgetary purposes, it is expected that development activity will see a modest improvement, influenced by the current economic outlook and the cost of borrowing.

Use of Money and Property – This is income that the City receives from renting, leasing or loaning its property to others. It is what may be called “passive” income. Revenues include interest income, park shelter rentals, community center rentals, aquatic center rentals and other rentals and commissions that in total account for 3.50% of the City’s total revenues. These revenue sources are projected to decrease \$1,877,855, or 24.17%. The anticipated Federal Reserve rate cuts in 2024 and 2025 are expected to reduce interest earnings for fiscal year 2025. All other revenue sources are expected to remain stable and are earned in most funds.

Intergovernmental – Intergovernmental revenue is monies received from other governments such as the federal government, State of Iowa, Polk County or townships in the form of grants, revenue sharing or cost sharing arrangements. Intergovernmental revenues account for 7.98% of the City’s total revenues. In fiscal year 2025, intergovernmental revenue is expected to decrease \$5,439,790 or 28.86%. This decrease is related to significant federal and state funding for the NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street, SE Crosswinds Drive/SE 77th Street Improvements and SW Oralabor Road and SW State Street Intersection Improvements projects in fiscal year 2024.

The largest ongoing intergovernmental revenue is the collection of road use taxes from the State of Iowa that are used to fund street maintenance and are accounted for in the road use tax fund. Road use taxes are projected to be \$9,028,971, reflecting a marginal increase of \$67,887 or 0.76%. Other intergovernmental revenues include business property tax credits, commercial and industrial replacement, township contributions for fire and emergency medical services, county contributions to the library and federal and state grants. In general, intergovernmental revenues have been relatively flat with the exception of federal, state and county grants, which are received periodically but can have a significant impact on the overall increase or decrease of this revenue source.

Service Charges – Service charges are direct fees charged to the public for the specific services provided. Service charges include recreation charges, solid waste charges, water charges, sewer charges, storm water charges, greens fees and other miscellaneous service charges. Historically, the City has absorbed the processing fees for credit card transactions; however, as the volume of credit transactions has increased, so too has the associated costs. Therefore, a new service charge for debit and credit cards will be implemented in fiscal year 2025. Service charge revenue accounts for 30.28% of total City revenues. Enterprise funds are primarily funded through service charges.

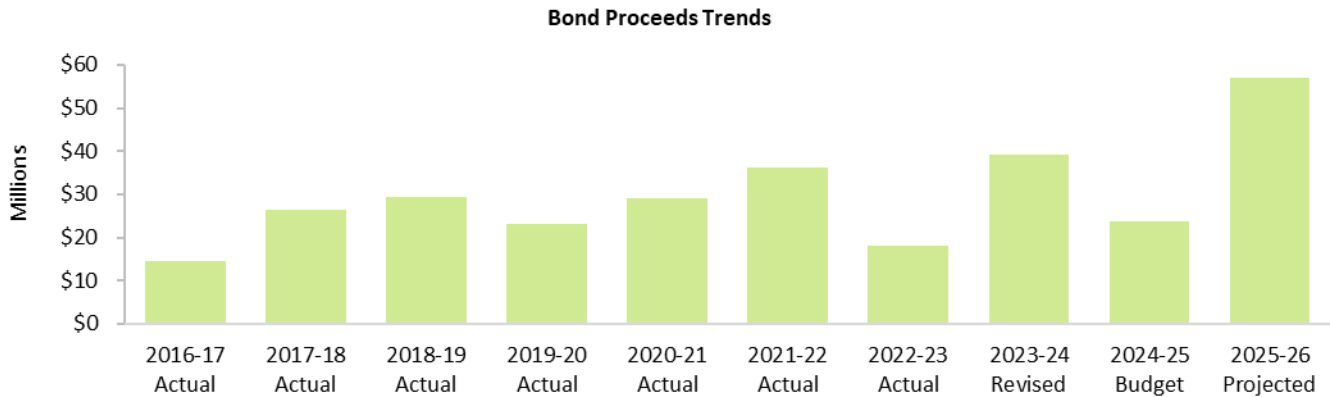
The following adjustments to the City’s utility rates will have a substantial impact on service charges:

- Solid waste fees will increase \$0.04 per month.
- Water rates will increase 7% for water usage and 4% for availability charges.
- Sewer rates will not change.
- Storm water rates will increase \$1.00 per equivalent residential unit (ERU) and the maximum ERU per month for commercial, industrial and multi-family will increase from 80 ERU to 90 ERU.

Special Assessments – Special assessments are a means used by the City to recover costs related to construction from the property owners that are directly benefited. Collections from special assessments are somewhat unpredictable and sporadic. Therefore, this revenue source is usually budgeted at minimum expectations and is budgeted at \$0 for fiscal year 2025. Special assessments are accounted for primarily in the special assessments fund.

Miscellaneous – Miscellaneous revenue consists of inflows that do not qualify in the other categories. The collection of these revenues is difficult to predict and may be erratic. These revenues include reimbursements, fines, contractor penalties, donations, sales and other miscellaneous inflows. Miscellaneous revenues account for 3.05% of the total City revenues, have a fiscal year 2025 budget of \$5,133,908, and can be found in most funds.

Bond Proceeds – This category is considered an other financing source by modified accounting and budgeting rules. This is similar in nature to revenue but provides a financial inflow to the City rather than an economic inflow. For budgetary purposes, bond proceeds are shown as revenues. Bond proceeds vary from year to year depending on the City's capital improvement program and include proceeds from general obligation bonds and revenue capital loan notes. Bond proceeds account for 14.08% of total City revenues. The fiscal year 2025 budget includes the issuance of \$21,410,000 general obligation bonds and \$2,260,000 water revenue capital loan notes to fund the 2025 capital improvement program, budgeted in the water, storm water and capital projects funds.



Expenditures by Type and Program

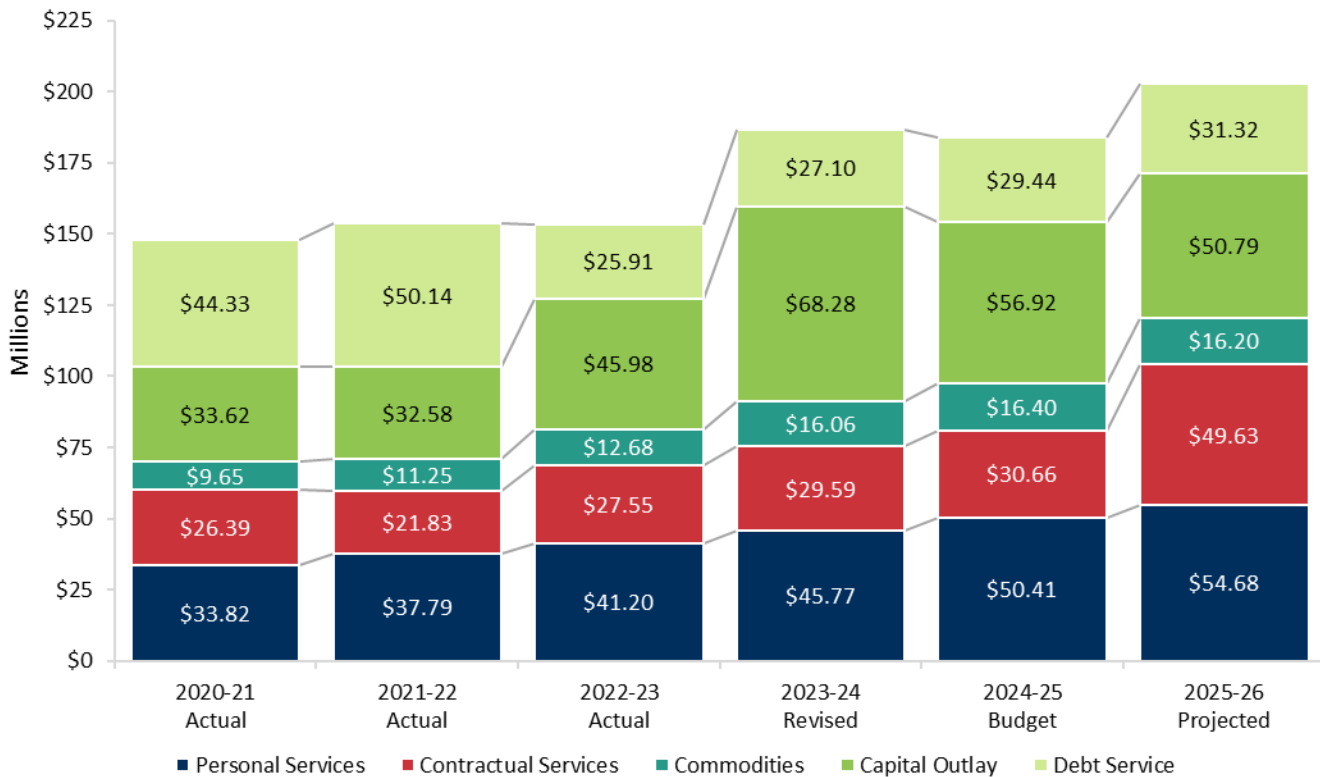
The City reports expenditures by type and by program. There are five expenditure types including personal services, contractual services, commodities, capital outlay and debt service, as shown below.

Expenditure Summary by Type

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Budgeted Expenditures:							
Personal Services	\$ 33,823,990	\$ 37,791,334	\$ 41,197,303	\$ 46,411,889	\$ 45,766,086	\$ 50,409,502	\$ 54,684,024
Contractual Services	26,386,863	21,831,597	27,551,551	37,157,564	29,590,951	30,664,991	49,633,153
Commodities	9,646,296	11,254,960	12,675,520	15,798,826	16,062,042	16,398,202	16,196,409
Capital Outlay	33,617,194	32,578,357	45,980,839	54,175,714	68,278,822	56,919,996	50,793,349
Debt Service	44,326,533	50,143,141	25,905,107	27,500,502	27,101,361	29,442,374	31,319,151
Total Budgeted Expenditures	\$ 147,800,876	\$ 153,599,389	\$ 153,310,320	\$ 181,044,495	\$ 186,799,262	\$ 183,835,065	\$ 202,626,086
Unbudgeted Expenditures:							
Non-Program	\$ 6,685,887	\$ 7,434,617	\$ 9,923,359	\$ 10,351,450	\$ 9,186,806	\$ 11,629,024	\$ 10,740,939
Total All Expenditures	\$ 154,486,763	\$ 161,034,006	\$ 163,233,679	\$ 191,395,945	\$ 195,986,068	\$ 195,464,089	\$ 213,367,025

This chart represents the trends for budgeted expenditures by type. The City also budgets and monitors expenditures by program and by fund.

Expenditure Summary by Type



According to Iowa Administrative Code 545–2.1, expenditures are to be grouped by program in order to provide consistent information on the purpose of the expense. There are eight standard programs for governmental activities and one for business type activities.

Expenditure Summary by Program

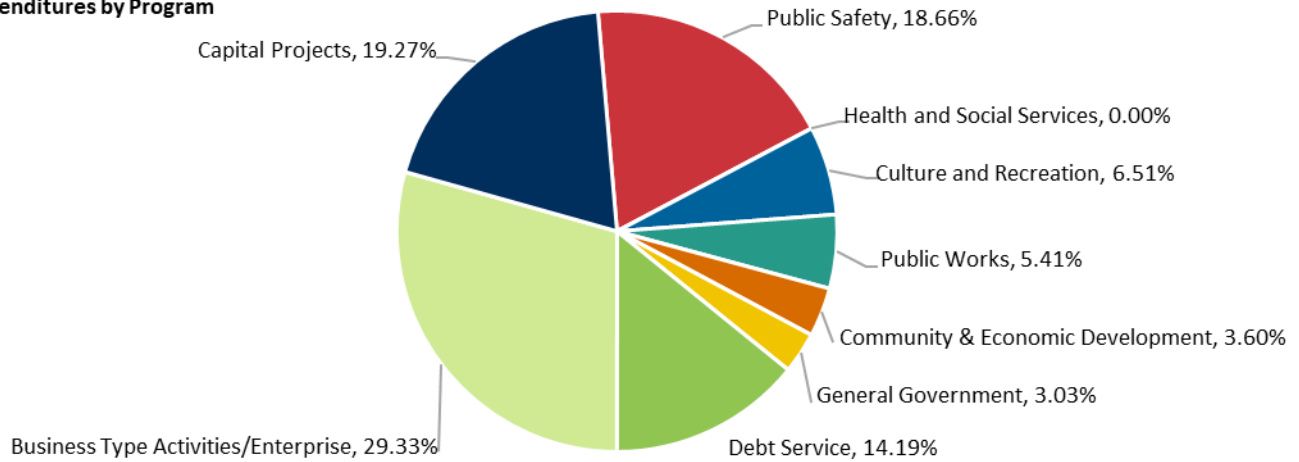
Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Public Safety:							
General	\$ 19,425,337	\$ 20,797,034	\$ 23,785,705	\$ 27,054,671	\$ 27,766,581	\$ 31,169,086	\$ 32,541,751
Special Revenue:							
Fire Gift	-	279	325	5,000	5,000	5,000	5,000
Police Gift	4,549	-	3,934	4,000	16,000	5,000	5,000
Police Seizure	424	9,711	4,700	39,900	39,900	16,250	3,000
Police and Fire Retirement	2,228,396	2,580,774	2,727,389	2,839,551	2,741,272	3,112,669	3,478,686
Total Public Safety	\$ 21,658,706	\$ 23,387,798	\$ 26,522,053	\$ 29,943,122	\$ 30,568,753	\$ 34,308,005	\$ 36,033,437
Health and Social Services:							
General	\$ 2,725	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ -
Total Health and Social Services	\$ 2,725	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ -
Culture and Recreation:							
General:							
General	\$ 5,972,282	\$ 7,320,979	\$ 8,476,322	\$ 9,621,158	\$ 9,752,964	\$ 10,094,684	\$ 10,290,911
Hotel/Motel Tax	488,399	1,092,758	1,366,279	1,382,289	1,432,928	1,807,417	1,841,275
Special Revenue:							
Hawkeye Park Player Fees	-	-	17,434	22,120	31,120	8,000	9,000
Friends of the Ankeny Library	35,631	41,771	46,895	46,000	59,000	48,000	47,000
Park Dedication	-	-	-	-	-	-	-
Sports Complex Foundation	-	-	-	-	-	-	-
Ankeny Garden Club	53	3,640	-	1,000	1,000	1,000	1,000
Miracle Park	-	-	319	10,000	10,000	10,000	10,000
Dog Park	5,432	-	-	-	1,377	-	-
Parks and Recreation Scholarship	-	-	-	5,000	5,000	5,000	5,000
Total Culture and Recreation	\$ 6,501,797	\$ 8,459,148	\$ 9,907,249	\$ 11,087,567	\$ 11,293,389	\$ 11,974,101	\$ 12,204,186
Public Works:							
General	\$ 597,335	\$ 637,576	\$ 669,455	\$ 702,928	\$ 702,928	\$ 724,016	\$ 745,736
Special Revenue:							
Road Use Tax	6,185,704	6,309,244	6,546,030	8,345,582	10,631,239	9,222,699	9,058,592
Landfill Postclosure	-	-	-	-	-	-	-
Total Public Works	\$ 6,783,039	\$ 6,946,820	\$ 7,215,485	\$ 9,048,510	\$ 11,334,167	\$ 9,946,715	\$ 9,804,328
Community & Economic Development:							
General	\$ 1,881,690	\$ 2,300,346	\$ 2,471,288	\$ 2,667,586	\$ 2,835,950	\$ 2,849,603	\$ 2,915,696
Special Revenue:							
Tax Increment Financing	1,671,477	1,974,910	2,565,008	2,804,559	2,841,657	3,760,333	3,460,769
Civic Trust	-	-	-	-	-	-	-
Total Community & Economic Development	\$ 3,553,167	\$ 4,275,256	\$ 5,036,296	\$ 5,472,145	\$ 5,677,607	\$ 6,609,936	\$ 6,376,465
General Government:							
General	\$ 3,746,560	\$ 4,388,448	\$ 4,524,062	\$ 5,528,849	\$ 5,735,851	\$ 5,561,023	\$ 5,626,566
Special Revenue:							
Employee Benefits	-	-	-	-	-	-	-
Total General Government	\$ 3,746,560	\$ 4,388,448	\$ 4,524,062	\$ 5,528,849	\$ 5,735,851	\$ 5,561,023	\$ 5,626,566
Debt Service:							
Debt Service	\$ 40,288,141	\$ 38,022,650	\$ 24,205,486	\$ 25,028,489	\$ 25,026,907	\$ 26,086,257	\$ 27,026,357
Total Debt Service	\$ 40,288,141	\$ 38,022,650	\$ 24,205,486	\$ 25,028,489	\$ 25,026,907	\$ 26,086,257	\$ 27,026,357
Business Type Activities/Enterprise:							
Solid Waste	\$ 1,192,185	\$ 1,310,972	\$ 1,059,081	\$ 1,483,821	\$ 1,469,421	\$ 1,539,776	\$ 1,658,876
Water	15,401,079	24,553,363	23,249,831	41,571,430	33,439,801	28,415,367	45,149,621
Sewer	18,023,895	15,471,133	15,139,126	14,013,871	16,117,351	16,057,167	17,426,465
Storm Water	1,170,488	1,432,770	2,825,542	4,751,156	3,589,177	5,341,745	6,429,004
Golf Course	1,491,559	1,755,172	2,026,267	2,340,137	2,388,182	2,572,906	2,402,656
Total Business Type Activities/Enterprise	\$ 37,279,206	\$ 44,523,410	\$ 44,299,847	\$ 64,160,415	\$ 57,003,932	\$ 53,926,961	\$ 73,066,622
Capital Projects:							
Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects	27,987,535	23,595,037	31,599,842	30,775,398	40,158,656	35,422,067	32,488,125
Total Capital Projects	\$ 27,987,535	\$ 23,595,037	\$ 31,599,842	\$ 30,775,398	\$ 40,158,656	\$ 35,422,067	\$ 32,488,125
Total Budgeted Expenditures	\$ 147,800,876	\$ 153,599,389	\$ 153,310,320	\$ 181,044,495	\$ 186,799,262	\$ 183,835,065	\$ 202,626,086

Budget Summary

Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Non-Program:							
Internal Service:							
Central Garage	\$ 1,004,042	\$ 1,364,109	\$ 1,423,273	\$ 1,789,570	\$ 1,798,806	\$ 1,859,144	\$ 1,954,939
Risk Management	1,754,406	1,250,301	2,582,376	1,498,000	1,621,000	1,859,000	2,076,000
Health Insurance	3,879,564	4,771,845	5,446,643	5,583,000	5,767,000	6,390,000	6,710,000
Sustainability Revolving	-	-	-	-	-	-	-
Economic Development Revolving	-	-	-	-	-	-	-
Equipment Reserve	47,875	48,362	471,067	1,480,880	-	1,520,880	-
Total Unbudgeted Expenditures	\$ 6,685,887	\$ 7,434,617	\$ 9,923,359	\$ 10,351,450	\$ 9,186,806	\$ 11,629,024	\$ 10,740,939
Total All Expenditures*	\$ 154,486,763	\$ 161,034,006	\$ 163,233,679	\$ 191,395,945	\$ 195,986,068	\$ 195,464,089	\$ 213,367,025

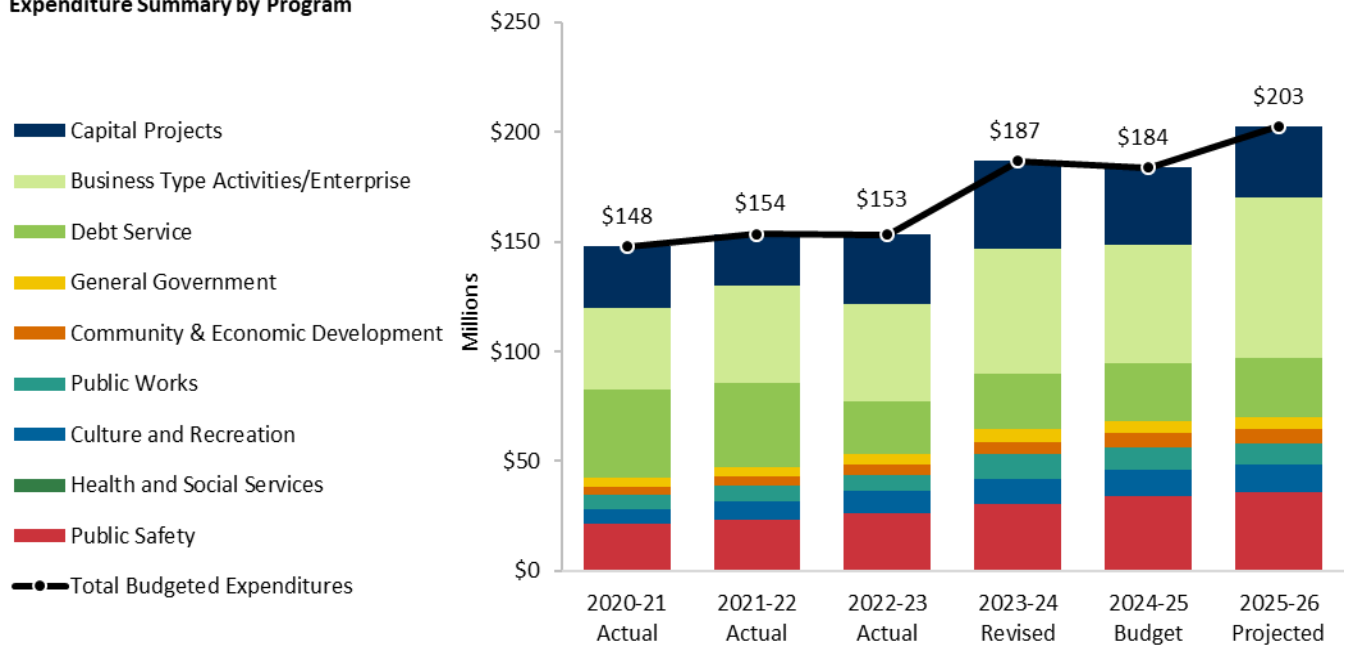
* - Includes interfund transactions.

Expenditures by Program



This chart represents the nine major functions that the State requires cities to use in defining their program structure.

Expenditure Summary by Program



Transfer Summary

Transfers are transactions between funds of the primary government. Transfers can be a subsidy from one fund to another or contributions toward a capital project. Transfers may also be used to provide greater transparency, such as the transfer of hotel/motel tax proceeds from the general fund, where the revenue is required to be recorded, to the hotel/motel tax fund, where the distribution of funds can be easily tracked.

Transfers In							
Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
General:							
General	\$ 610,000	\$ 627,646	\$ 1,350,156	\$ 1,154,000	\$ 1,132,063	\$ 2,255,457	\$ 3,067,878
Hotel/Motel Tax	834,306	1,527,170	2,119,476	1,982,000	2,211,000	2,277,000	2,345,000
Special Revenue:							
Road Use Tax	-	-	9,473	-	22,352	11,000	12,000
Debt Service	9,326,129	8,824,235	9,158,442	9,529,203	9,525,673	8,443,991	8,612,939
Business Type Activities/Enterprise:							
Solid Waste	3,878	11,803	4,373	17,250	17,250	9,000	17,250
Water	596,498	192	7,532	-	1,754	321,000	1,000
Sewer	3,468,567	-	-	-	1,025	1,000	1,000
Storm Water	695,000	-	-	-	168,267	1,532,000	336,667
Capital Projects	4,475,711	3,405,000	5,565,786	1,230,000	3,471,049	985,000	3,075,000
Total Transfers In	<u>\$20,010,089</u>	<u>\$ 14,396,046</u>	<u>\$18,215,238</u>	<u>\$13,912,453</u>	<u>\$ 16,550,433</u>	<u>\$15,835,448</u>	<u>\$17,468,734</u>
Transfers Out							
Fund	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
General:							
General	\$ 1,258,906	\$ 1,689,020	\$ 2,208,326	\$ 2,067,600	\$ 3,515,600	\$ 2,364,350	\$ 2,428,850
Hotel/Motel Tax	410,000	427,838	579,630	306,000	604,194	393,000	906,000
Special Revenue:							
Road Use Tax	1,888,583	2,134,000	2,362,583	1,237,750	1,536,750	872,750	437,583
Tax Increment Financing	7,381,412	7,033,641	7,221,702	7,558,249	7,556,348	6,359,737	6,119,153
Police and Fire Retirement	-	-	-	-	-	-	-
Employee Benefits	-	-	-	-	-	1,075,457	1,821,878
Landfill Postclosure	3,878	11,803	4,373	17,250	17,250	9,000	17,250
Library Foundation	-	-	-	-	-	-	-
Park Dedication	80,000	80,000	80,000	80,000	100,000	100,000	100,000
Civic Trust	1,000,000	1,005,000	2,615,000	-	342,049	-	-
Business Type Activities/Enterprise:							
Water	973,669	289,000	528,369	511,750	656,083	1,042,750	1,670,121
Sewer	3,554,460	289,000	487,583	511,750	590,084	1,042,750	1,688,718
Storm Water	2,179,395	1,436,744	1,585,141	1,622,104	1,620,475	1,733,654	2,079,181
Capital Projects:							
Special Assessments	1,279,786	-	255,000	-	-	-	200,000
Capital Projects	-	-	287,531	-	11,600	842,000	-
Total Transfers Out	<u>\$20,010,089</u>	<u>\$ 14,396,046</u>	<u>\$18,215,238</u>	<u>\$13,912,453</u>	<u>\$ 16,550,433</u>	<u>\$15,835,448</u>	<u>\$17,468,734</u>

Long-Range Forecasting

Long-range forecasting creates a framework for evaluating cash flows and fund balances, builds awareness of the projected results of funding and spending decisions, assists in identifying future financial challenges and spurs discussion of the key goals and strategies that guide future planning. Long-range forecasting does not present a 5-year budget, instead it is an internal evaluation tool for staff to project possible outcomes based on a set of variables and assumptions. These long-range forecasting assumptions become a foundation to the annual budget process.

General Fund

The five-year forecast of the general fund considers the variables of change in rollback, assessed valuation growth and the impact of urban renewal requirements.

Assumptions	2026	2027	2028	2029	2030
Residential Rollback	47.41%	46.02%	47.21%	45.76%	47.01%
Commercial Rollback	90.00%	90.00%	90.00%	90.00%	90.00%
Industrial Rollback	90.00%	90.00%	90.00%	90.00%	90.00%
Total Taxable Valuation	5,708,876,396	5,721,094,711	5,978,494,667	6,073,166,540	6,322,363,746
Taxable Valuation Growth	5.3%	0.2%	4.5%	1.6%	4.1%
Combined General Fund Levy	\$5.90434	\$5.90434	\$5.78857	\$5.78857	\$5.78857
Aviation Authority Levy	\$0.13176	\$0.13176	\$0.13176	\$0.13176	\$0.13176
Ag Land Levy	\$3.00375	\$3.00375	\$3.00375	\$3.00375	\$3.00375

- > The residential, commercial and industrial rollback assumptions are based on projections prepared by the Iowa Legislative Services Agency.
- > The forecast for taxable valuation growth assumes the following 100% valuation growth rates: 3% for residential and industrial property and 0% for agricultural land, agricultural buildings, commercial, railroads and utilities (gas and electric) property. Residential and industrial property classes represent 77% of all taxable property valuation.
- > Urban renewal requirements are determined based on current rebate agreements outstanding and tax increment financing projects planned in the 2024-2028 Capital Improvement Program. These requirements reduce taxable valuation in the general fund.

Road Use Tax Fund

The five-year forecast of the road use tax fund is heavily impacted by the amount of gas tax received from the state and the City's population.

Assumptions	2026	2027	2028	2029	2030
Revenue Growth	12.5%	0.7%	0.7%	0.4%	0.4%
Expenditure Growth	5.0%	5.0%	5.0%	5.0%	5.0%
Funding Per Capita	\$134.00	\$135.00	\$136.00	\$136.50	\$137.00
Population	75,883	75,883	75,883	75,883	75,883
Ending Fund Balance	\$7,664,166	\$7,847,116	\$7,670,948	\$7,417,953	\$6,802,003
Fund Balance as % of O&M	92%	89%	83%	77%	67%

- > Funding per capita is based on projections released by the Iowa Department of Transportation and population is determined by the U.S. Census Bureau's population count, which is updated every decade, or when a special census is conducted. The population estimates are based on The Ankeny Plan 2040 population projections and have been adjusted for recent building permit activity.
- > The major drivers of expenditures include personnel costs, contractual services, commodities and capital outlay. Expenditure growth of 5% is based on an historical analysis of operating costs.

- > The short-term liquidity of the fund is measured by the amount of unrestricted fund balance versus the annual operating expenditures (net of depreciation). For fiscal year 2026, the fund is projected to have an ending fund balance of \$7,664,166 or 92% of operations and maintenance (O&M). Ending fund balance and fund balance as a percent of O&M for the five-year forecast period are above the City's recommended range of 50-75%, with the exception of fiscal year 2030, which is estimated at 67%.

Tax Increment Financing Fund

The five-year forecast of the tax increment financing fund considers total tax increment financing debt, total valuation requirements and change in total valuation requirements.

Assumptions	2026	2027	2028	2029	2030
Total Tax Increment Financing Debt	\$8,376,277	\$8,245,742	\$8,111,485	\$5,409,351	\$3,711,432
Total Valuation Requirements	293,087,297	288,519,856	283,822,175	189,274,091	129,863,624
Change in Total Valuation Requirements	-3.46%	-1.56%	-1.63%	-33.31%	-31.39%

- > These factors are based on analysis of current rebate agreements outstanding and tax increment financing projects planned in the 2024-2028 Capital Improvement Program.
- > Total tax increment financing debt is required to be certified to the County Auditor each December 1.

Debt Service Fund

The five-year forecast of the debt service fund considers the variables of change in rollback, assessed valuation growth and the impact of the 2024-2028 Capital Improvement Program.

Assumptions	2026	2027	2028	2029	2030
Total Taxable Valuation	6,002,437,712	6,014,060,412	6,261,551,958	6,268,066,662	6,387,159,928
Taxable Valuation Growth	4.9%	0.2%	4.1%	0.1%	1.9%
Taxes Levied	\$18,007,313	\$18,042,181	\$18,784,656	\$18,804,200	\$19,161,480
Debt Issuance	\$37,140,000	\$31,785,000	\$30,455,000	\$17,205,000	\$17,205,000
Ending Fund Balance	\$2,042,458	\$2,291,626	\$2,529,502	\$2,763,368	\$3,020,127
Debt Service Levy	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00

- > The residential, commercial and industrial rollback assumptions are based on projections prepared by the Iowa Legislative Services Agency.
- > The forecast for taxable valuation growth assumes the following 100% valuation growth rates: 3% for residential and industrial property and 0% for agricultural land, agricultural buildings, commercial, railroads and utilities (gas and electric) property. Residential and industrial property classes represent 76% of all taxable property valuation.
- > Debt issuance is determined by the projects listed in the 2024-2028 Capital Improvement Program. Debt issuance after fiscal year 2028 is based on an annual target that takes into consideration taxable valuation growth, the capital improvement program and the City's ability to maintain a stable or declining debt service levy rate.
- > The debt service levy is projected to remain stable at \$3.00.

Water Fund

The five-year forecast of the water fund predicts revenue from service charges will increase due to both scheduled rate increases and predicted growth of the City. Rate increases are necessary to maintain adequate debt service coverage requirements.

Assumptions	2026	2027	2028	2029	2030
Water Sales Growth	1%	1%	1%	1%	1%
Operating Expense Growth	5%	5%	5%	5%	5%
Service Availability Charge Units	328,641	331,928	335,247	338,599	341,985
Total Water Usage (1,000 gallons)	2,325,585	2,348,841	2,372,329	2,396,052	2,420,013
Total Water Purchased (1,000 gallons)	2,837,213	2,865,586	2,894,241	2,923,184	2,952,416
Debt Coverage – Revenue Debt	2.11	1.69	1.67	1.73	1.89
Debt Coverage – All Debt	2.05	1.57	1.54	1.59	1.76
Ending Fund Balance	\$13,259,335	\$14,973,453	\$16,371,324	\$17,952,735	\$20,372,579
Fund Balance as % of O&M	81%	84%	85%	88%	95%
Water Rate Adjustments	6.00%	6.00%	6.00%	6.00%	6.00%

- > The major drivers of revenue to the fund include water consumption, water rates and the weather as it influences water consumption. Hot, dry weather, for example, tends to drive up usage.
- > Expenditures are influenced by the cost of purchasing water from Des Moines Water Works. Maintaining, repairing and replacing the capital infrastructure of the water utility also drives expenditures.
- > Strong debt coverage ratios indicate strong long-term solvency of the fund as it generates cash flow after debt service. Cash flow after debt service is available for transfers to other funds, capital projects and building the fund's liquidity position. For fiscal year 2026, the debt coverage for revenue debt is projected to be 2.11 and debt coverage for all debt is projected to be 2.05. These levels are above the City's targeted debt coverage ratios of 1.75 times on revenue bonds and at least 1.10 times on total debt.
- > The short-term liquidity of the fund is measured by the amount of unrestricted fund balance versus the annual operating expenses (net of depreciation). For fiscal year 2026, the fund is projected to have an ending fund balance of \$13,259,335 or 81% of O&M. Ending fund balance and fund balance as a percent of O&M for the five-year forecast period are above the City's recommended range of 50-75%.

Sewer Fund

The five-year forecast of the sewer fund predicts revenue from service charges will increase due to both scheduled rate increases and predicted growth of the City. Rate increases are necessary to maintain adequate debt service coverage requirements and effectively manage the fund balance. To optimize the fund balance, most projects outlined in the 2024-2028 Capital Improvement Program will be funded from operational revenues rather than borrowing.

Assumptions	2026	2027	2028	2029	2030
Sewer Sales Growth	1%	1%	1%	1%	1%
Operating Expense Growth	5%	5%	5%	5%	5%
Service Availability Charge Units	322,720	325,947	329,207	332,499	335,824
Total Sewer Usage (1,000 gallons)	1,569,187	1,584,879	1,600,728	1,616,735	1,632,903
WRA Sewer Debt Service	\$5,815,153	\$6,790,537	\$7,451,977	\$8,731,431	\$9,610,446
Debt Coverage – Revenue Debt	2.22	1.97	1.93	1.77	1.73
Debt Coverage – All Debt	2.17	1.81	1.75	1.63	1.62
Ending Fund Balance	\$20,715,153	\$23,185,070	\$24,038,628	\$23,585,312	\$23,387,989
Fund Balance as % of O&M	370%	396%	393%	368%	349%
Sewer Rate Adjustments	3%	3%	6%	6%	6%

- > Revenue drivers for the sewer fund include sewer rates, water consumption during the averaging period (January, February and March bills) and the City's population growth.
- > Expenditures are influenced by the cost of sending flows to the Wastewater Reclamation Authority (WRA). Ankeny is the third largest WRA member in terms of flow behind Des Moines and West Des Moines. Maintaining, repairing and replacing the capital infrastructure of the sewer utility also drives expenditures.
- > Strong debt coverage ratios indicate strong long-term solvency of the fund as it generates cash flow after debt service. Cash flow after debt service is available for transfers to other funds, capital projects and building the fund's liquidity position. For fiscal year 2026, the debt coverage for revenue debt is projected to be 2.22 and debt coverage for all debt is projected to be 2.17. These levels are above the City's targeted debt coverage ratios of 1.75 times on revenue bonds and at least 1.10 times on total debt.
- > The short-term liquidity of the fund is measured by the amount of unrestricted fund balance versus the annual operating expenses (net of depreciation). For fiscal year 2026, the fund is projected to have an ending fund balance of \$20,715,153 or 370% of O&M. Ending fund balance and fund balance as a percent of O&M for the five-year forecast period are well above the City's recommended range of 50-75%.

Storm Water Fund

The five-year forecast of the storm water fund predicts revenue from services charges will increase due to scheduled rate increases and changes in the commercial, industrial and multi-family ERU cap. ERU growth is assumed to be 2% for residential and 0% for commercial based on historical averages.

Assumptions	2026	2027	2028	2029	2030
ERU Growth – Residential	2%	2%	2%	2%	2%
ERU Growth – Commercial	0%	0%	0%	0%	0%
Operating Expenses	5%	5%	5%	5%	5%
Residential ERU	27,021	27,562	28,113	28,675	29,249
Commercial ERU	18,208	18,455	18,669	18,840	19,000
Debt Coverage – All Debt	1.53	1.62	1.64	1.68	1.75
Ending Fund Balance	\$2,954,007	\$3,461,780	\$3,994,128	\$4,623,120	\$5,294,122
Fund Balance as % of O&M	221%	247%	271%	299%	326%
Storm Water Rate Adjustments	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00

- > Strong debt coverage ratios indicate strong long-term solvency of the fund as it generates cash flow after debt service. Cash flow after debt service is available for transfers to other funds, capital projects and building the fund's liquidity position. For fiscal year 2026, the debt coverage for all debt is projected to be 1.53. This level is above the City's targeted debt coverage ratio of at least 1.10 times on total debt. The fund has no outstanding revenue bonds, but coverage ratios are being maintained appropriately so that revenue debt can be considered in the future.
- > The short-term liquidity of the fund is measured by the amount of unrestricted fund balance versus the annual operating expenses (net of depreciation). For fiscal year 2026 the fund is projected to have an ending fund balance of \$2,954,007 or 221% of O&M. Ending fund balance and fund balance as a percent of O&M for the five-year forecast period are well above the City's recommend range of 50-75%.

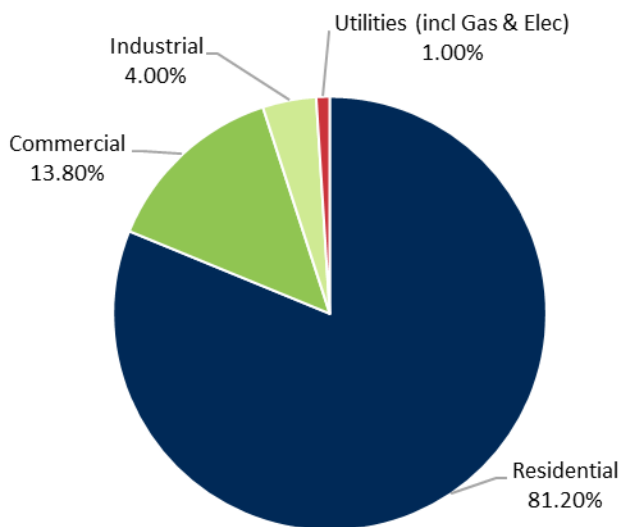
Property Tax Valuations and Rates

The City's property tax is levied based on the taxable assessed value of property as determined by the Polk County Assessor's Office. The Polk County Treasurer's Office bills and collects property taxes on behalf of the City.

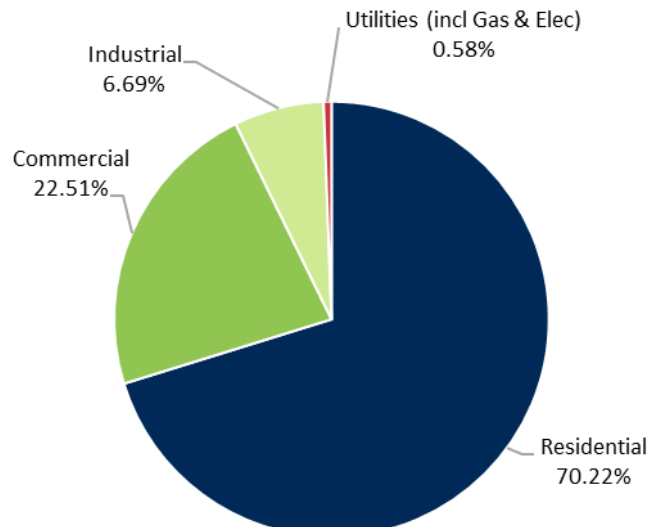
Property Tax Assessed Valuations by Classification

Property Tax Classification	FY 2024 - January 1, 2022 Valuation			FY 2025 - January 1, 2023 Valuation			% Increase FY 2024 vs FY 2025
	100% Value	Taxable Value	Rollback Percent	100% Value	Taxable Value	Rollback Percent	
Residential	6,515,879,214	3,493,357,095	53.613%	8,371,761,287	3,820,953,111	45.641%	9.38%
Commercial	1,042,947,406	892,059,717	85.533%	1,421,680,081	1,224,140,385	86.105%	37.23%
Industrial	308,143,123	268,833,472	87.243%	412,644,819	364,150,636	88.248%	35.46%
Utilities (incl Gas & Elec)	93,917,984	32,576,459	34.686%	103,553,520	31,927,275	30.832%	-1.99%
Total Gross	7,960,887,727	4,686,826,743	58.873%	10,309,639,707	5,441,171,407	52.778%	16.09%
Less: Exemptions	(3,437,312)	(3,437,312)		(21,773,911)	(21,773,911)		
General & T/A Valuation	7,957,450,415	4,683,389,431		10,287,865,796	5,419,397,496		15.72%
Tax Increment Captured	366,386,434	366,386,434		305,279,621	305,279,621		-16.68%
Debt Service Valuation	8,323,836,849	5,049,775,865		10,593,145,417	5,724,677,117		13.36%
Agricultural Land Valuation	5,261,541	4,821,902	91.644%	6,633,620	4,765,403	71.837%	-1.17%
Debt Limit Valuation	8,329,098,390			10,599,779,037			27.26%

100% Assessed
Valuations by Class



Taxable Assessed
Valuations by Class

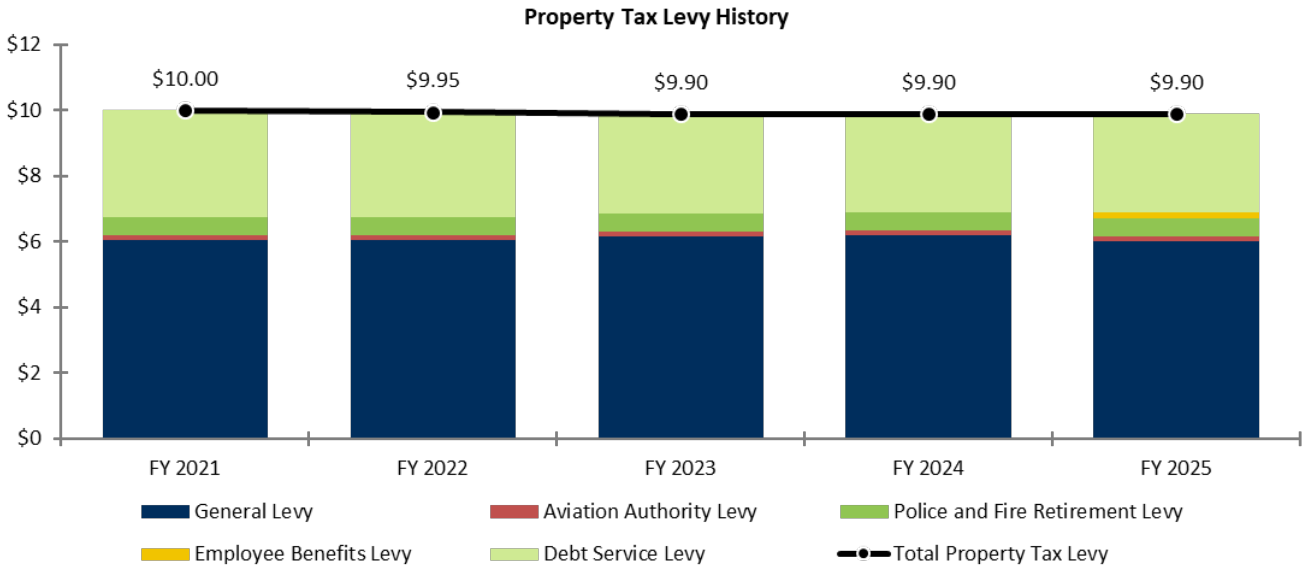
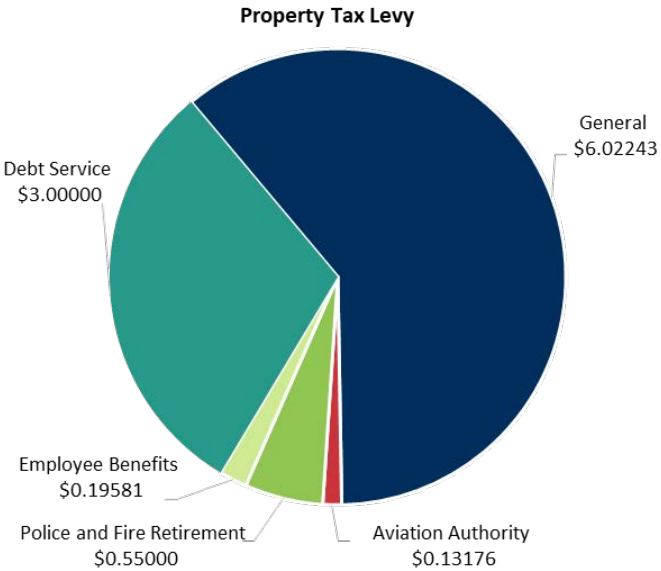


Property Tax Rates and Valuations

	Fiscal Year				
	2021	2022	2023	2024	2025
Property Tax Levy Rates					
General	\$ 6.05000	\$ 6.05000	\$ 6.15330	\$ 6.20310	\$ 6.02243
Aviation Authority	0.15000	0.15000	0.14670	0.14690	0.13176
Police and Fire Retirement	0.55000	0.55000	0.55000	0.55000	0.55000
Employee Benefits	0.00000	0.00000	0.00000	0.00000	0.19581
Debt Service	3.25000	3.20000	3.05000	3.00000	3.00000
Total Property Tax Levy Rates	\$ 10.00000	\$ 9.95000	\$ 9.90000	\$ 9.90000	\$ 9.90000
Increase or (Decrease)	(0.35000)	(0.05000)	(0.05000)	0.00000	0.00000
Property Tax Dollars by Levy ⁽¹⁾					
General	\$ 23,467,442	\$ 25,099,852	\$ 27,544,814	\$ 29,051,533	\$ 32,637,942
Aviation Authority	581,837	622,310	656,692	687,990	714,060
Police and Fire Retirement	2,133,404	2,281,805	2,462,036	2,575,864	2,980,668
Employee Benefits	-	-	-	-	1,061,173
Debt Service	13,575,827	14,260,667	14,724,456	15,149,327	17,174,031
Total Property Tax Dollars by Levy	\$ 39,758,511	\$ 42,264,635	\$ 45,387,998	\$ 47,464,714	\$ 54,567,874
Increase or (Decrease)	1,993,613	2,506,124	3,123,363	2,076,716	7,103,160
	5.28%	6.30%	7.39%	4.58%	14.97%
Total Assessed Valuations					
Regular (General, Aviation & Employee Benefits)	6,457,441,080	6,782,846,250	7,564,568,871	7,960,887,727	10,309,639,707
Total Assessed Value (including TIF Valuation Reservations)	6,751,984,997	7,086,882,784	7,912,235,375	8,323,836,849	10,593,145,417
	11.45%	4.96%	11.65%	5.20%	27.26%
Taxable Assessed Valuations					
Regular (General, Aviation & Employee Benefits)	3,878,916,115	4,148,735,891	4,476,429,489	4,683,389,431	5,419,397,496
Debt Service	4,177,177,183	4,456,458,887	4,827,690,725	5,049,775,865	5,724,677,117
	8.72%	6.69%	8.33%	4.60%	13.36%
TIF Valuation Reservation	298,261,068	307,722,996	351,261,236	366,386,434	305,279,621
	2.03%	3.17%	14.15%	4.31%	-16.68%
Tax Increment Valuation					
Total Increment	1,435,067,524	1,520,249,770	1,697,706,668	1,784,071,583	1,749,817,185
Reserved by City	298,261,068	307,722,996	351,261,236	366,386,434	305,279,621
Release to All Jurisdictions	1,136,806,456	1,212,526,774	1,346,445,432	1,417,685,149	1,444,537,564
Percent Released to All Jurisdictions	79.22%	79.76%	79.31%	79.46%	82.55%
Consolidated Tax Levy Rate					
City	\$ 10.00000	\$ 9.95000	\$ 9.90000	\$ 9.90000	\$ 9.90000
Ankeny Community School District	17.41039	17.31652	17.05078	16.99602	UNKNOWN
County	10.01787	9.74609	9.38149	9.44390	UNKNOWN
Assessor	0.24836	0.19192	0.22542	0.22070	UNKNOWN
DART	0.66900	0.65206	0.63567	0.62636	UNKNOWN
DMACC	0.63533	0.67789	0.69448	0.74410	UNKNOWN
State	0.00270	0.00260	0.00240	0.00180	UNKNOWN
Total Consolidated Tax Levy Rate	\$ 38.98365	\$ 38.53708	\$ 37.89024	\$ 37.93288	UNKNOWN
Increase or (Decrease)	(0.58424)	(0.44657)	(0.64684)	0.04264	UNKNOWN
Saydel Community School District	\$ 12.89000	\$ 12.89000	\$ 12.89000	\$ 12.99801	UNKNOWN
Total Consolidated Tax Levy Rate	\$ 34.46326	\$ 34.11056	\$ 33.72946	\$ 33.93487	UNKNOWN
Increase or (Decrease)	(0.47140)	(0.35270)	(0.38110)	0.20541	UNKNOWN
North Polk Community School District	\$ 18.54662	\$ 18.58960	\$ 18.74720	\$ 18.77122	UNKNOWN
Total Consolidated Tax Levy Rate	\$ 40.11988	\$ 39.81016	\$ 39.58666	\$ 39.70808	UNKNOWN
Increase or (Decrease)	(0.91478)	(0.30972)	(0.22350)	0.12142	UNKNOWN

⁽¹⁾ Includes utility replacement excise taxes

	Fiscal Year				
	2021	2022	2023	2024	2025
Other Tax Rates					
State Sales Tax	5%	5%	5%	5%	5%
Local Option Sales Tax	1%	1%	1%	1%	1%
Hotel/Motel Tax	7%	7%	7%	7%	7%
Cable Franchise Tax	5%	5%	5%	5%	5%
Utility Franchise Tax	2%	2%	2%	2%	2%



Personnel Summary

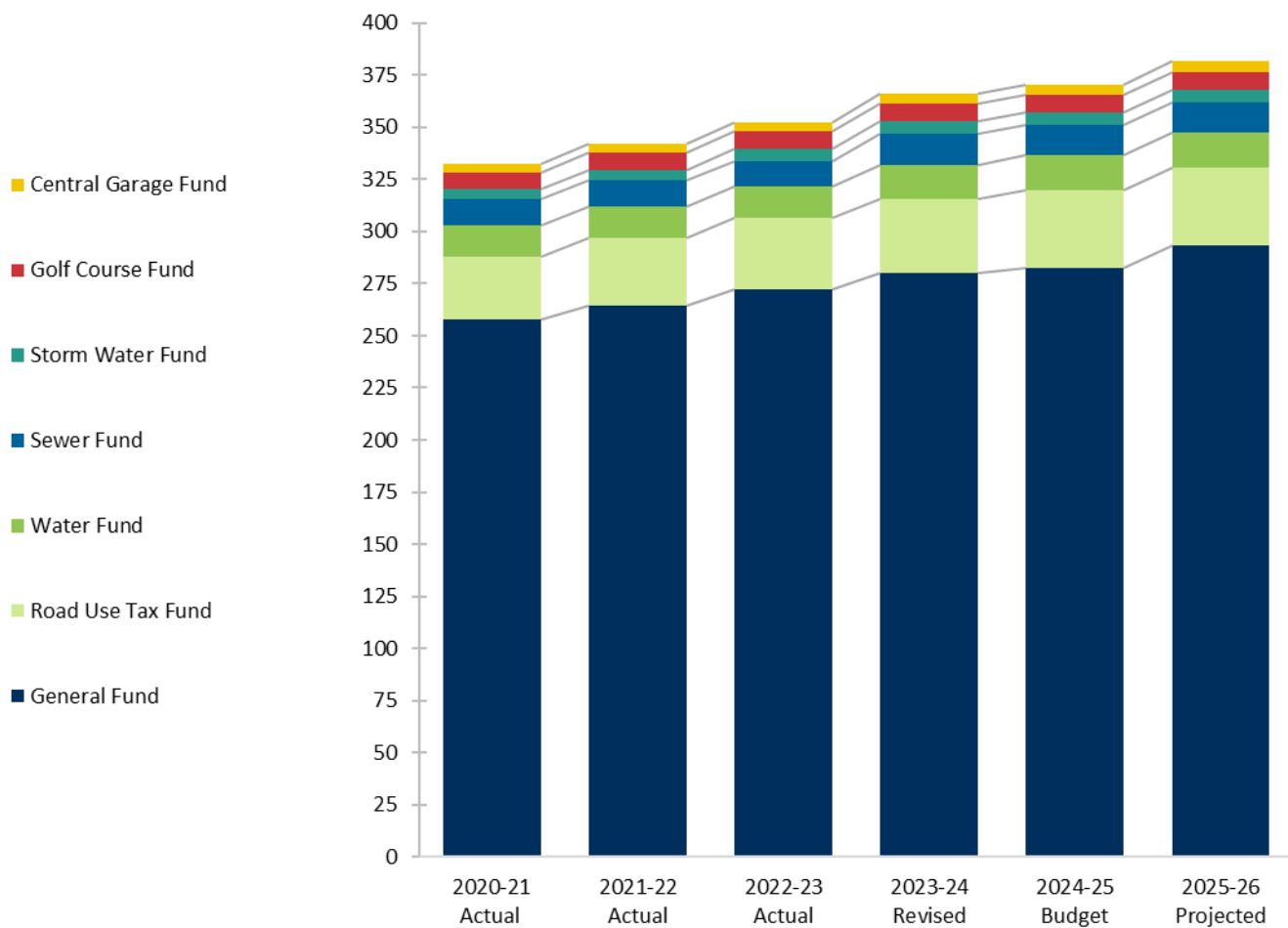
Summary of Full-Time Equivalents by Fund

Activity	Full-Time Equivalents (FTE)					2024-25 Budget	2025-26 Projected
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised		
General Fund:							
Police:							
Police Administration	2.00	8.40	8.40	8.40	8.40	8.40	8.40
Police Operations	60.00	55.00	56.00	58.00	58.00	63.00	65.00
Police Support Services	19.40	20.00	21.00	21.00	21.00	19.00	19.00
Fire:							
Fire Administration	4.00	5.00	5.00	5.00	5.00	5.50	5.50
Fire Suppression	22.00	22.00	22.00	22.00	22.00	22.00	28.00
Emergency Medical Services	44.50	44.50	49.50	52.50	55.50	55.00	58.00
Library	22.86	22.86	22.86	22.86	22.86	22.86	22.86
Parks and Recreation:							
Park Administration	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Park Maintenance	10.00	11.00	11.00	11.00	11.00	10.32	10.32
Recreation	3.50	3.50	2.50	2.50	2.50	2.50	2.50
Community Centers	-	1.81	2.81	2.81	2.81	2.81	2.81
Aquatic Centers	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Prairie Ridge Sports Complex	8.33	8.33	8.66	8.66	8.66	8.66	8.66
Development Engineering	7.50	7.25	7.25	7.25	7.25	7.25	7.25
Community Development:							
Code Enforcement	15.06	16.06	16.06	16.06	16.06	16.06	16.06
Community Development	9.00	9.00	9.00	9.00	9.00	9.00	9.00
Economic Development	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Communications	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00	3.00
City Manager	4.00	4.38	5.38	5.38	5.38	5.38	5.38
City Clerk	4.60	4.60	4.00	4.00	4.00	4.00	4.00
Finance	5.00	5.00	4.63	4.63	4.63	4.63	4.63
Information Technology	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Total General Fund	257.75	264.69	272.05	277.05	280.05	282.37	293.37
Road Use Tax Fund:							
Public Works Engineering	9.81	10.81	11.81	11.81	11.81	11.81	11.81
Public Works Operations	14.50	15.50	16.50	17.50	17.50	18.50	18.50
Traffic Engineering	6.00	6.00	6.00	6.00	6.00	7.00	7.00
Total Road Use Tax Fund	30.31	32.31	34.31	35.31	35.31	37.31	37.31
Water Fund:							
Water Administration	3.32	3.32	3.32	3.32	3.82	3.82	3.82
Water Maintenance	11.83	11.83	11.83	12.83	12.83	12.83	12.83
Total Water Fund	15.15	15.15	15.15	16.15	16.65	16.65	16.65
Sewer Fund:							
Sewer Administration	3.31	3.31	3.31	3.31	3.81	3.81	3.81
Sewer Maintenance	9.00	9.00	9.00	10.00	11.00	11.00	11.00
Total Sewer Fund	12.31	12.31	12.31	13.31	14.81	14.81	14.81

Budget Summary

Activity	Full-Time Equivalents (FTE)					2024-25 Budget	2025-26 Projected
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised		
Storm Water Fund:							
Storm Water Administration	3.75	4.00	5.00	5.00	5.00	5.00	5.00
Street Cleaning	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Storm Water Fund	4.75	5.00	6.00	6.00	6.00	6.00	6.00
Golf Course Fund:							
Golf Course Maintenance	6.08	6.32	6.32	6.32	6.32	6.32	6.32
Golf Course Pro Shop	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Golf Course Banquet Services	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Golf Course Fund	8.08	8.32	8.32	8.32	8.32	8.32	8.32
Central Garage Fund	4.00	4.00	4.00	5.00	5.00	5.00	5.00
Total Full-Time Equivalents	332.35	341.78	352.14	361.14	366.14	370.46	381.46

Full Time Equivalents by Fund



Net Change in Personnel

Addition of Permanent Positions

8.16 Full-Time Equivalents (FTE) – Total Added Permanent Positions

Position	Grade	FTE	FT/PT	Budget Activity
Administrative Assistant	N07	1.00	FT	Police Operations
Police Officer	PO	1.00	FT	Police Operations
Police Officer (SRO backfill)	PO	1.00	FT	Police Operations
Public Education Coordinator	N06	0.50	PT	Fire Administration
Park Maintenance Assistant	A06	1.00	FT	Park Maintenance
Lead Equipment Operator	A11	1.00	FT	Public Works Operations
Civil Engineer II	N16	1.00	FT	Traffic Engineering
Groundskeeper	A07	1.00	FT	Golf Course Maintenance
Golf Course Maintenance	SL2	0.66	PT	Golf Course Maintenance

Elimination of Permanent Positions

3.84 Full-Time Equivalents (FTE) – Total Eliminated Permanent Positions

Position	Grade	FTE	FT/PT	Budget Activity
Public Education Coordinator	F15	0.50	PT	Emergency Medical Services
Seasonal Laborer	SL2	1.68	PT	Park Maintenance
Assistant Greenskeeper	OC9	1.66	PT	Golf Course Maintenance

Promotion of Permanent Positions

No Change in Full-Time Equivalents (FTE)

Current Position	Grade	FT/PT	Proposed Position	Grade	FT/PT	Budget Activity
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
Utilities Operator II	A10	FT	Utilities Operator III	A11	FT	Water Maintenance

Change in Budget Activity of Permanent Positions

No Change in Full-Time Equivalents (FTE)

Position	Grade	FT/PT	Current Budget Activity	Proposed Budget Activity
Police Officer (SRO)	PO	FT	Police Support Services (-2.00 FTE)	Police Operations (+2.00 FTE)

Total of 370.46 Full-Time Equivalents (FTE) Authorized for FY 2025

Increase of 4.32 FTE

Capital Outlay and Supplemental Request Summary

Description	Fund	Schedule	Budget
Frontline Public Safety Solutions software	General	New	\$ 5,134
Upgrade FileOnQ evidence software	General	Replacement – Normal	12,850
Replace hot water heater	General	Maintenance	17,980
Replace COVID-19 grant funded laptops (5)	General	New	6,000
Facility lighting retrofit	General	Modification	176,000
Desktop computer and phone – records	General	New	1,775
Duty weapons (20)	General	New	52,000
Patrol rifles (2)	General	New	7,730
Pole mounted message display board and radar speed sign	General	New	4,115
Replace patrol vehicles – mid-size SUV (4) and large SUV (2)	General	Replacement – Normal	391,454
Patrol vehicles – mid-size SUV (2)	General	New	173,080
Replace patrol operations K-9	General	Replacement – Normal	17,200
Forensic portable light source	General	New	25,000
Repair apparatus bay floors – FS1	General	Maintenance	45,000
Replace unit #103 – mid-size SUV	General	Replacement – Normal	60,000
Increase safety equipment	General	New	25,000
Fire engine equipment	General	Replacement – Normal	300,000
Bariatric cot and load system	General	New	25,000
Heart monitor	General	New	60,000
Replace heart monitors (5)	General	Replacement – Normal	300,000
Ambulance	General	New	555,000
Replacement unit #406 – ½ ton 4WD truck	General	Replacement – Normal	40,600
Polaris Integrated Library System cloud hosted software	General	Modification	15,000
Replace automatic electronic defibrillator (AED)	General	Replacement – Behind	2,700
Heritage Park conceptual design	General	New	10,000
Update Parks & Facilities Comprehensive Plan	General	New	15,000
Replace unit #672 – large passenger van	General	Replacement – Normal	56,941
Repair and repaint clock area – Band Shell	General	Maintenance	10,000
Replace entry doors – Lakeside Center	General	Maintenance	5,000
Replace storage doors – Band Shell	General	Maintenance	1,500
Replace play structure deck – Sunset Park	General	Maintenance	10,000
Automatic electronic defibrillator (AED)	General	New	2,700
Replace unit #663 – wheel loader	General	Replacement – Normal	154,708
Safety training and certification	General	New	600
Replace concession stand service windows – PRAC	General	Maintenance	1,500
Replace automatic electronic defibrillators (AED) (2)	General	Replacement - Behind	5,400
Replace benches (10) – CFAC	General	Maintenance	10,389
Replace concession stand countertops – PRAC	General	Maintenance	2,091

Budget Summary

Description	Fund	Schedule	Budget
Replace concession stand tables (8) – CFAC	General	Maintenance	10,992
Replace filter baskets – CFAC	General	Maintenance	9,789
Replace UV bulbs – CFAC	General	Maintenance	4,980
Miscellaneous parking lot repairs – repair ADA domes near baseball field handicap stalls	General	Maintenance	2,550
Replace dugout pad and footings – baseball field #10	General	Maintenance	10,000
Replace dugout canopies (8) – baseball fields	General	Maintenance	20,000
Automatic electronic defibrillators (AED) (2) and outdoor secure cabinet	General	New	6,600
Replace unit #691 – utility vehicle	General	Replacement – Normal	13,527
Management study	General	New	100,000
Microsoft 365 planning and migration	General	New	20,000
Endpoint protection and response software	General	New	13,000
Faronics Deep Freeze cloud hosted software	General	Modification	2,600
Firewall management software	General	New	1,840
Microsoft 365 subscription	General	New	128,000
Privileged access management software	General	New	19,000
Security patch manager software	General	New	7,000
TreeRing Workforce Solutions cloud hosted software	General	Modification	5,700
Add security cameras – Police Department	General	New	9,000
Replace multi-function copiers/printers (3)	General	Replacement – Normal	8,000
Replace network switches	General	Replacement – Normal	50,000
Replace security cameras – PRAC	General	Replacement – Behind	19,000
Replace wireless access	General	Replacement – Normal	6,600
Interstate 35 and SE Corporate Woods Drive interchange justification report (IJR)	Road Use Tax	New	100,000
Large ceiling fans (4) – Public Services Building	Road Use Tax	New	24,500
Increase land and tree services	Road Use Tax	Maintenance	100,000
Replace unit #252 – end loader	Road Use Tax	Replacement – Normal	265,000
Concrete breaker attachment	Road Use Tax	New	28,000
Replace unit #232 – single axle dump truck with snow plow	Road Use Tax	Replacement – Normal	310,000
Tandem axle dump truck with snow plow	Road Use Tax	New	350,000
SW Magazine Road and SW Cherry Street concept study	Road Use Tax	New	50,000
Replace vehicle detection system	Road Use Tax	Replacement – Behind	18,000
Laptop – traffic engineering manager	Road Use Tax	New	1,350
Replace unit #231 – aerial lift truck	Road Use Tax	Replacement – Normal	175,000
Night vision equipment – SERT	Police Seizure	New	10,000
Replace ballistic plate and plate carrier - SERT	Police Seizure	Replacement – Normal	3,250
Replace fence – Magazine Pump Station	Water	Replacement – Normal	55,000
Flow meter and isolation valve – Delaware Pump Station	Water	New	37,000

Budget Summary

Description	Fund	Schedule	Budget
Replace water meter and automatic meter reading (AMR) equipment	Water	Replacement – Behind	100,000
½ ton 4WD extended cab truck – engineering technician II	Water	New	23,000
Add lift gate – unit #929	Water	New	6,500
Replace unit #906 – ½ ton 4WD regular cab truck	Water	Replacement – Normal	45,031
Hydraulic guillotine pipe saw	Water	New	16,000
Replace leak detection equipment	Water	Replacement – Normal	6,800
Northern sanitary sewer capacity study	Sewer	New	65,000
Confined space entry equipment	Sewer	New	5,200
Replace pump motor – Saylor Creek Lift Station	Sewer	Replacement – Normal	25,000
½ ton 4WD extended cab truck – engineering technician II	Sewer	New	23,000
Replace unit #715 – ½ ton 4WD extended cab truck	Sewer	Replacement – Normal	48,393
Replace push camera	Sewer	Replacement – Normal	15,000
Prairie Trail wetland monitoring	Storm Sewer	Maintenance	6,000
Increase land and tree services	Storm Sewer	Maintenance	26,000
Replace unit #302 – ½ ton 4WD truck	Storm Water	Replacement – Normal	40,000
Replace garbage containers	Golf Course	Replacement – Normal	6,012
Automatic electronic defibrillator (AED)	Golf Course	New	2,700
Replace unit #861 – sidewinder mower	Golf Course	Replacement – Normal	42,270
Replace unit #875 – bunker rake	Golf Course	Replacement – Normal	25,352
Refrigerant machine	Central Garage	New	6,000
Add river rock to book drop area	Capital Projects	New	2,000
Additional window shades	Capital Projects	New	8,400
Additional gym wall padding	Capital Projects	New	5,400
Asphalt street repairs	Capital Projects	Maintenance	40,000
Total			<u><u>\$ 5,188,783</u></u>

Fund Summary	Budget
General	\$ 3,072,625
Road Use Tax	1,421,850
Police Seizure	13,250
Water	289,331
Sewer	181,593
Storm Water	72,000
Golf Course	76,334
Central Garage	6,000
Capital Projects	55,800
Total	<u><u>\$ 5,188,783</u></u>



General Fund

General Fund

Description of the Fund

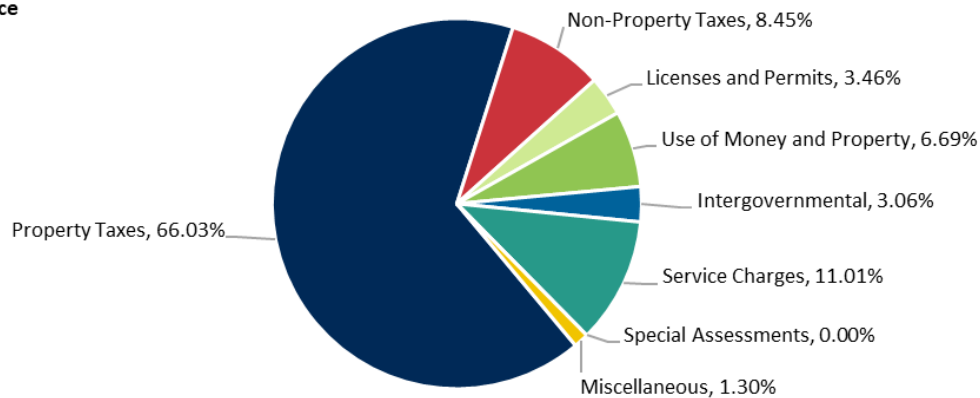
The general fund is a legally required fund which accounts for the general operations and activities of the City that are not specifically required to be accounted for elsewhere. The general fund also includes the hotel/motel fund. For budgetary purposes the hotel/motel tax fund is being accounted for separately, however for financial statement purposes is presented as the general fund.

Revenue Summary by Source

The City uses eight sources for budgeting revenues in the general fund. Those sources are summarized here and total \$50,241,188 for fiscal year 2025. Detailed information for each revenue source follows.

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Property Taxes	\$ 23,999,728	\$ 25,688,638	\$ 27,986,236	\$ 29,552,316	\$ 29,552,316	\$ 33,175,803	\$ 34,263,428
Non-Property Taxes	2,628,442	3,581,826	4,340,412	3,833,991	4,193,991	4,244,813	4,315,062
Licenses and Permits	3,069,489	2,816,356	2,524,766	1,738,500	1,531,600	1,737,500	1,855,500
Use of Money and Property	602,810	568,595	2,512,955	2,577,662	4,056,989	3,359,048	2,660,358
Intergovernmental	3,175,259	1,586,676	1,245,535	1,528,815	1,697,461	1,537,672	1,389,150
Service Charges	4,285,775	5,737,710	5,476,557	5,372,906	5,480,642	5,534,219	5,720,594
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	574,480	697,626	720,331	638,243	699,787	652,133	669,490
Total Revenues	\$ 38,335,983	\$ 40,677,427	\$ 44,806,792	\$ 45,242,433	\$ 47,212,786	\$ 50,241,188	\$ 50,873,582
Transfers In	610,000	627,646	1,350,156	1,154,000	1,132,063	2,255,457	3,067,878
Total	\$ 38,945,983	\$ 41,305,073	\$ 46,156,948	\$ 46,396,433	\$ 48,344,849	\$ 52,496,645	\$ 53,941,460

Revenue by Source



Property Taxes – The primary funding source for general fund activities is property taxes, which accounts for 66.03% of total general fund revenues. For fiscal year 2025, the City's combined general fund levy (CGFL) will decrease \$0.18067, as required under House File 718, from \$6.20310 to \$6.02243 per \$1,000 of taxable property valuation. Additionally, the aviation authority levy will decrease \$0.01514 from \$0.14690 to \$0.13176 per \$1,000 of taxable property valuation.

Property tax revenues for the general fund are projected to increase \$3,623,487 or 12.26%, due to 15.72% growth in the City's non-TIF taxable valuation. However, growth exceeding 6% triggered a 3% limitation imposed by House File 718, resulting in an adjusted non-TIF taxable valuation growth of 12.34%. The following rollback changes and legislative adjustments also impact this percentage increase:

- Decrease in residential rollback from 54.6501% to 46.3428%.

- No change in commercial, industrial and railroads rollback at 90%.
- Decrease in agricultural rollback from 91.6430% to 71.8370%.
- No change in utility rollback at 100%.

	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25	2025-26
Property Taxes	Actual	Actual	Actual	Budget	Revised	Budget	Projected
General Property Tax	\$ 23,406,273	\$ 25,054,492	\$ 27,322,028	\$ 28,854,508	\$ 28,854,508	\$ 32,451,508	\$ 33,514,605
Airport Authority Tax	580,365	621,186	651,414	683,324	683,324	709,981	734,509
Ag Land Tax	13,090	12,960	12,794	14,484	14,484	14,314	14,314
Total Property Taxes	<u>\$ 23,999,728</u>	<u>\$ 25,688,638</u>	<u>\$ 27,986,236</u>	<u>\$ 29,552,316</u>	<u>\$ 29,552,316</u>	<u>\$ 33,175,803</u>	<u>\$ 34,263,428</u>

Non-Property Taxes – Non-property taxes include hotel/motel taxes, cable TV franchise taxes, mobile home taxes, utility excise taxes and utility franchise taxes. These revenues are estimated to be 1.21% higher at \$4,244,813, driven largely by hotel/motel taxes, attributable to recent construction and ongoing development of several hotels. Non-property taxes constitute 8.45% of total general fund revenues.

	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25	2025-26
Non-Property Taxes	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Hotel/Motel Tax	\$ 834,306	\$ 1,527,170	\$ 2,119,476	\$ 1,982,000	\$ 2,211,000	\$ 2,277,000	\$ 2,345,000
Cable TV Franchise Tax	256,414	250,135	218,635	216,000	184,000	172,000	160,000
Mobile Home Tax	15,971	16,026	16,515	15,300	15,300	15,300	15,300
Utility Excise Tax	162,311	188,001	200,301	201,691	201,691	190,513	196,762
Utility Franchise Tax	1,359,440	1,600,494	1,785,485	1,419,000	1,582,000	1,590,000	1,598,000
Total Non-Property Taxes	<u>\$ 2,628,442</u>	<u>\$ 3,581,826</u>	<u>\$ 4,340,412</u>	<u>\$ 3,833,991</u>	<u>\$ 4,193,991</u>	<u>\$ 4,244,813</u>	<u>\$ 4,315,062</u>

Licenses and Permits – Licenses and permits are used by the City as a means of monitoring certain activities such as the sale of alcohol, building construction, garbage hauling, contractor licensing, sale of cigarettes, door-to-door soliciting and pet licensing. Fiscal year 2025 revenues are estimated to increase \$205,900 from \$1,531,600 to \$1,737,500. For budgetary purposes, it is expected that development activity will see a modest improvement, influenced by the current economic outlook and the cost of borrowing.

	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25	2025-26
Licenses and Permits	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Miscellaneous Licenses and Permits:							
Alarm Permits	\$ 14,525	\$ 12,410	\$ 13,195	\$ 14,000	\$ 12,000	\$ 12,000	\$ 12,000
Liquor Licenses	12,711	119,059	67,462	65,000	78,000	67,000	67,000
Cigarette Permits	4,500	6,050	5,375	5,000	5,000	5,000	5,000
Solicitor Licenses	7,345	8,870	9,015	7,000	8,000	8,000	8,000
Miscellaneous Business Licenses	1,554	1,240	1,370	1,000	1,000	1,000	1,000
Garbage Licenses	1,200	1,400	1,400	1,400	1,400	1,400	1,400
Pet Licenses	44,039	41,450	40,931	35,000	41,000	41,000	41,000
Mobile Food Vendor Licenses	8,240	7,810	16,340	6,000	16,000	8,000	8,000
Code Enforcement Permits:							
Operational Permits	8,885	5,113	17,180	3,000	8,000	3,000	3,000
Building Permits	2,333,174	2,069,033	1,820,542	1,262,000	1,044,000	1,262,000	1,340,000
Electrical Permits	192,981	173,295	170,372	103,000	106,000	103,000	118,000
Heating Permits	128,679	122,470	120,454	67,000	82,000	67,000	76,000
Plumbing Permits	149,211	128,084	135,380	92,000	56,000	92,000	105,000
Driveway Permits	22,985	16,680	13,615	6,000	8,000	6,000	7,000
Sidewalk Permits	23,685	16,005	13,515	6,000	7,000	6,000	7,000
Moving/Demolition Permits	450	325	225	100	200	100	100
Miscellaneous Permits	115,325	87,062	78,395	65,000	58,000	55,000	56,000
Total Licenses and Permits	<u>\$ 3,069,489</u>	<u>\$ 2,816,356</u>	<u>\$ 2,524,766</u>	<u>\$ 1,738,500</u>	<u>\$ 1,531,600</u>	<u>\$ 1,737,500</u>	<u>\$ 1,855,500</u>

Use of Money and Property – The use of money and property are monies the City receives from renting, leasing or loaning its property to others. Revenues include interest income, aquatic center rentals, park shelter rentals and sports complex rentals that account for 6.69% of total general fund revenues. These revenues are projected to decrease \$697,941, or 17.20%. The anticipated Federal Reserve rate cuts in 2024 and 2025 are expected to reduce interest earnings for fiscal year 2025.

Use of Money and Property	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Interest	\$ 367,184	\$ 214,311	\$ 2,103,263	\$ 2,300,000	\$ 3,700,000	\$ 3,000,000	\$ 2,300,000
Commissions	414	19,015	7,308	7,600	700	-	-
Advertising	1,550	-	-	-	-	-	-
Leases	46,525	43,632	46,078	46,062	48,289	51,048	52,358
Aquatic Center Rentals	28,136	34,357	39,384	30,000	32,000	32,000	32,000
Community Center Rentals	39,777	81,268	89,871	77,000	84,000	84,000	84,000
Library Rentals	3,016	26,194	81,951	10,000	60,000	60,000	60,000
Park Shelter Rentals	18,985	24,861	25,988	18,000	22,000	22,000	22,000
Sports Complex Rentals	96,612	123,567	116,282	88,000	109,000	109,000	109,000
Miscellaneous Rentals	611	1,390	2,830	1,000	1,000	1,000	1,000
Total Use of Money and Property	<u>\$ 602,810</u>	<u>\$ 568,595</u>	<u>\$ 2,512,955</u>	<u>\$ 2,577,662</u>	<u>\$ 4,056,989</u>	<u>\$ 3,359,048</u>	<u>\$ 2,660,358</u>

Intergovernmental – Intergovernmental revenues are monies received from federal, state and local governments in the form of grants, revenue sharing or cost sharing arrangements. Intergovernmental revenues account for 3.06% of total general fund revenues and will decrease \$159,789 due to the phase out of commercial and industrial replacement and the cap on statewide business property tax credits. Senate File 619, approved in 2021, phases out commercial and industrial tax replacement (“backfill”), over five or eight years depending on valuation growth. For fiscal year 2025, commercial and industrial replacement will decrease from \$401,350 to \$260,961, resulting in a loss of \$140,389.

House File 2552, approved in 2022, transitioned the existing business property tax credit into an assessment limitation. It applies the residential rollback to the first \$150,000 of taxable valuation of commercial, industrial and railroad properties. The state appropriated up to \$125 million as backfill to prevent an immediate reduction in local government revenues. The Legislative Services Agency estimated that by fiscal year 2030, the \$125 million would not be sufficient to cover the total cost of the program. In fiscal year 2025, the City’s estimated general fund reimbursement is \$187,991, compared to full funding of \$264,776. Other intergovernmental revenues include township contributions for fire and emergency services, cost sharing arrangements with the school district for school resource officers, county contributions to the library and public safety grants.

Intergovernmental	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Local:							
Fire Protection	\$ 340,823	\$ 359,911	\$ 225,340	\$ 443,000	\$ 599,596	\$ 456,000	\$ 471,000
School/Police Agreements	195,678	145,066	156,204	145,487	153,514	200,303	291,358
County Library Contribution	135,316	150,776	185,284	185,284	161,032	161,032	161,032
Other Local Contributions	29,488	40,774	52,843	68,000	81,974	76,000	81,000
Miscellaneous Grants	2,471	2,126	1,400	-	3,181	-	-
State:							
Commercial & Industrial Replacement	640,447	664,092	530,675	401,278	401,350	260,961	129,364
Business Property Tax Credit	-	-	-	211,779	211,779	187,991	184,311
Library Contribution	23,723	31,060	28,987	28,987	26,085	26,085	26,085
Miscellaneous Grants	-	18,208	-	-	4,950	-	-
Federal:							
Public Safety Grants	1,807,313	174,663	64,802	45,000	54,000	169,300	45,000
Total Intergovernmental	<u>\$ 3,175,259</u>	<u>\$ 1,586,676</u>	<u>\$ 1,245,535</u>	<u>\$ 1,528,815</u>	<u>\$ 1,697,461</u>	<u>\$ 1,537,672</u>	<u>\$ 1,389,150</u>

Service Charges – Many departments charge fees for various services and programs offered, such as police and fire reports, ambulance charges, parks and recreation fees, as well as community development fees. Revenue generated by service charges totals \$5,534,219 for fiscal year 2025, an increase of \$53,577. A new miscellaneous service charge, for fiscal year 2025, is the implementation of debit and credit card convenience fees.

Service Charges	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Public Safety:							
Police Reports	\$ 8,325	\$ 8,643	\$ 8,815	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Fire/Ambulance Reports	205	140	130	200	100	100	100
False Alarm Fees	4,455	1,975	2,200	4,000	2,000	2,000	2,000
Ambulance Charges	2,331,846	2,750,308	2,606,610	2,866,760	2,864,478	2,798,506	2,861,506
Fingerprinting	5,013	14,175	12,508	15,000	12,000	12,000	12,000
Towing Surcharges	2,290	1,920	2,340	2,000	2,000	2,000	2,000
Animal Impound Fees	752	3,680	3,353	7,000	3,000	3,000	3,000
RAD Course	202	2,781	1,590	-	969	100	200
Miscellaneous Charges	2,374	611	-	2,000	2,000	5,000	8,000
Culture and Recreation:							
Community Center Passes	-	44,487	53,628	38,000	44,000	44,000	44,000
Dog Park Passes	39,026	33,604	27,382	37,000	34,000	34,000	34,000
Aquatic Center Passes	383,366	431,562	438,566	425,000	445,000	450,000	455,000
Aquatic Center Admissions	248,738	590,141	611,737	496,000	566,000	536,000	542,000
Special Programs	62,776	154,535	154,003	131,000	141,000	143,000	145,000
Special Populations	3,867	1,851	-	-	-	-	-
Recreation Programs	298,889	515,901	576,841	453,000	519,000	525,000	531,000
Swimming Lessons	98,960	125,497	131,018	112,000	117,000	117,000	117,000
Field Preparation Fees	6,125	4,031	5,921	4,000	5,000	5,000	5,000
Copy Charges	4,711	8,890	10,315	8,000	9,000	9,000	9,000
Miscellaneous Charges	1,411	1,336	1,129	2,000	1,000	1,500	2,000
Community and Economic Development:							
Housing Code	54,505	101,200	93,094	64,000	79,000	64,000	74,000
Plan Review Fees	413,539	548,497	362,834	264,000	175,000	264,000	300,000
Site Plan Review	12,030	18,300	15,300	8,000	8,000	8,000	9,000
Zoning	7,990	6,380	5,645	4,000	10,000	4,000	5,000
Subdivision Filing Fees	14,220	14,640	7,980	4,000	6,000	4,000	4,000
Board of Adjustment Fees	4,920	3,120	3,720	2,000	2,000	2,000	2,000
Board of Examiner Fees	-	25	-	-	-	-	-
Architectural Review Board	4,910	6,305	4,005	3,000	3,000	3,000	3,000
Miscellaneous Service Charges:							
Information Systems Charges	266,797	340,235	333,771	410,946	420,095	436,613	436,988
Miscellaneous Charges	3,533	2,940	2,122	1,000	1,000	52,400	104,800
Total Service Charges	<u>\$ 4,285,775</u>	<u>\$ 5,737,710</u>	<u>\$ 5,476,557</u>	<u>\$ 5,372,906</u>	<u>\$ 5,480,642</u>	<u>\$ 5,534,219</u>	<u>\$ 5,720,594</u>

Special Assessments – Special assessments account for the reimbursement of mowing and snow removal costs if a home owner fails to comply with the Municipal Code. These collections are estimated at \$0 for fiscal year 2025.

Special Assessments	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Nuisance Abatement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Special Assessments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

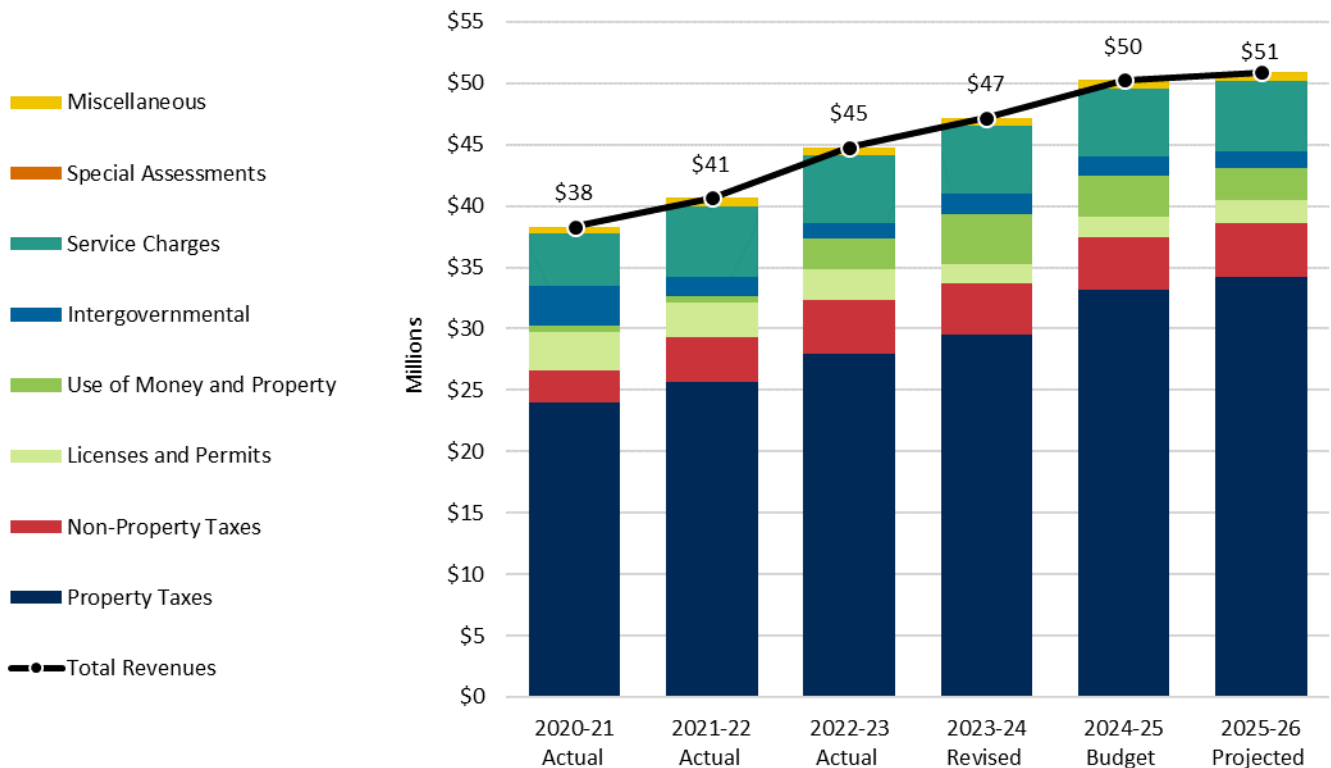
Miscellaneous – All other types of revenues that do not fit into the categories above are considered miscellaneous. Miscellaneous revenues include concessions, reimbursements from sports groups for the maintenance of Prairie Ridge Sports Complex, fines and parking tickets. The fiscal year 2025 budget is estimated at \$652,133, a decrease of \$47,654 due to several private contributions received in fiscal year 2024.

	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25	2025-26
Miscellaneous	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Concessions	\$ 140,471	\$ 288,637	\$ 282,327	\$ 234,000	\$ 254,000	\$ 254,000	\$ 254,000
Map Sales	25	30	25	-	-	-	-
Salvage Sales	6,064	1,589	16,050	-	2,279	-	-
Private Contributions	-	-	6,200	-	57,787	8,600	-
Sponsorships	13,750	25,172	28,034	18,000	23,000	23,000	23,000
Rebates, Refunds & Reimbursements	115,450	34,438	42,886	4,000	19,478	5,000	5,000
Overtime Reimbursement	3,361	18,210	11,955	12,000	19,000	12,000	12,000
Roadway Signage Reimbursement	797	6,625	16,385	-	-	-	-
Maintenance Reimbursement	211,109	241,132	206,277	265,843	265,843	279,133	293,090
Fines/Parking Tickets	56,131	49,968	83,247	78,000	36,000	48,000	60,000
Library Fines	19,374	20,924	19,374	20,000	16,000	16,000	16,000
Lost/Damaged Materials	5,409	7,345	6,045	6,000	6,000	6,000	6,000
Miscellaneous	1,569	1,511	478	400	400	400	400
Overages/Shortages	970	2,045	1,048	-	-	-	-
Total Miscellaneous	\$ 574,480	\$ 697,626	\$ 720,331	\$ 638,243	\$ 699,787	\$ 652,133	\$ 669,490

Transfers In – Transfers in to the general fund include \$280,000 from the hotel/motel tax fund, \$1,075,457 from the employee benefits fund and \$450,000 each from the water and sewer funds for a fiscal year 2025 total of \$2,255,457.

	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25	2025-26
Transfers In	Actual	Actual	Actual	Budget	Revised	Budget	Projected
Total Transfers In	\$ 610,000	\$ 627,646	\$ 1,350,156	\$ 1,154,000	\$ 1,132,063	\$ 2,255,457	\$ 3,067,878

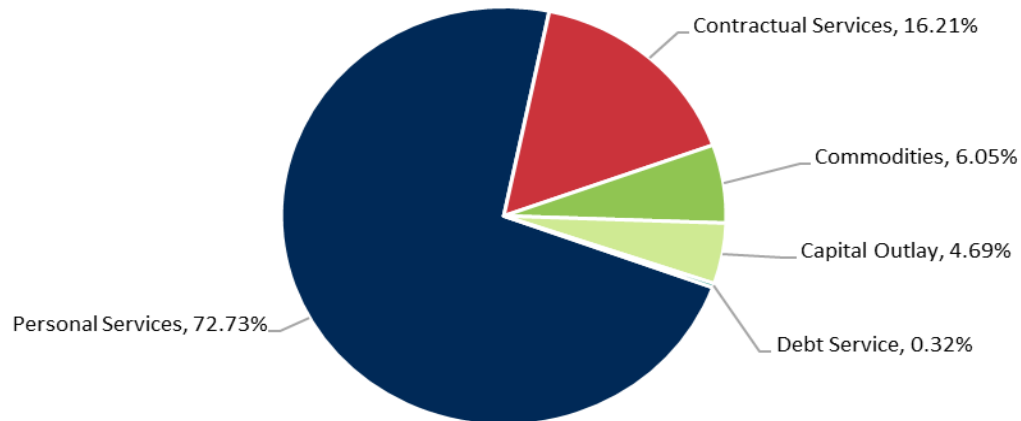
Revenue Summary



Expenditure Summary by Type

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Personal Services	\$ 24,382,841	\$ 27,469,316	\$ 30,212,922	\$ 33,801,642	\$ 33,277,642	\$ 36,654,840	\$ 39,985,567
Contractual Services	4,298,114	5,392,111	6,367,356	7,538,350	8,153,422	8,167,857	8,305,951
Commodities	1,881,615	2,191,593	2,596,425	2,939,843	3,375,500	3,047,666	3,097,125
Capital Outlay	1,043,537	373,136	740,653	1,136,898	1,987,710	2,365,310	406,539
Debt Service	19,822	19,049	9,476	158,459	-	162,739	325,478
Total Expenditures	\$ 31,625,929	\$ 35,445,205	\$ 39,926,832	\$ 45,575,192	\$ 46,794,274	\$ 50,398,412	\$ 52,120,660
Transfers Out	1,258,906	1,689,020	2,208,326	2,067,600	3,515,600	2,364,350	2,428,850
Total	\$ 32,884,835	\$ 37,134,225	\$ 42,135,158	\$ 47,642,792	\$ 50,309,874	\$ 52,762,762	\$ 54,549,510

Expenditure by Type



Personal Services – Personal services include expenditures for salaries, wages and related employee benefits. Personal services account for the majority of general fund expenditures at 72.73% and are budgeted to increase \$3,377,198 or 10.15%. This large increase is related to the following:

- Begins staffing Fire Station No. 4, with 9.00 new firefighter/paramedic positions authorized to start June 3, 2024. These positions were approved in the revised fiscal year 2024 budget; however, these positions represent significant new personnel costs of \$1,007,955 in the fiscal year 2025 budget.
- Funds 4.50 new full-time equivalent (FTE) positions: administrative assistant, police officer, police officer (SRO backfill), public education coordinator and park maintenance assistant.
- Eliminates 2.18 FTE positions: public education coordinator and seasonal laborer. This restructuring is related to retirements and the difficulties in hiring and retaining permanent part-time positions.
- Adjusts non-union full-time, permanent part-time and seasonal pay scales. All non-union pay plans received a 3% across-the-board increase.
- Includes collective bargaining agreements with the Ankeny Police Department Employee's Union (Teamsters Local No. 238), Ankeny Career Firefighters Union (International Association of Fire Fighters) and AFSCME Union (golf course maintenance, municipal utilities, park maintenance and public works employees). All union contracts included a 3% across-the-board increase.
- Incorporates the City's contribution into Iowa Public Employees Retirement System (IPERS). Employer contribution rates for regular and protected class members remains the same at 9.44% and 9.31%, respectively.
- Maintains employee health insurance premium costs.

Contractual Services – Contractual services include expenditures with outside parties for professional services, technical services, rents and leases, utilities and communications, travel and training and repairs and maintenance. For fiscal year 2025, this type of expenditure is budgeted to increase from \$8,153,422 to \$8,167,857, an increase of \$14,435 or 0.18%.

Commodities – Commodities include expenditures for office supplies, operating supplies, equipment, merchandise for resale and maintenance parts and supplies. Commodities are 6.05% of the general fund expenditure budget and total \$3,047,666 for fiscal year 2025, down \$327,834 or 9.71% from the revised fiscal year 2024 budget. This expenditure category has decreased due to several large IT equipment purchases, including network server and switch replacements, made in fiscal year 2024.

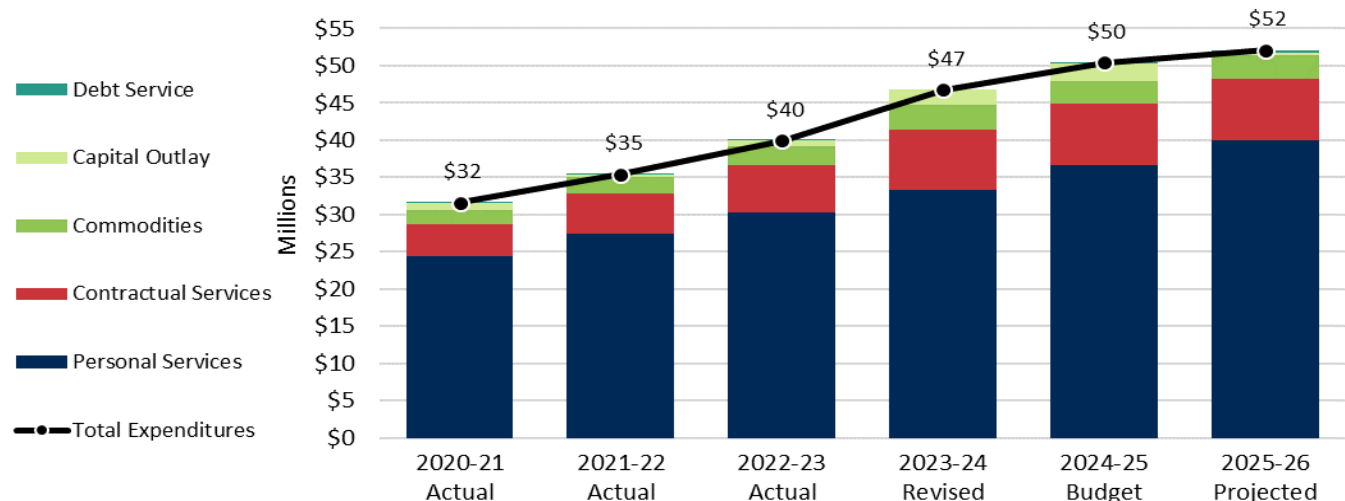
Capital Outlay – Capital outlay includes expenditures that result in the acquisition of, or additions to, capital assets. To be classified as a capital outlay, an item must generally have an expected life of more than three years and a cost equal to or greater than the capitalization threshold of \$5,000 for vehicles and equipment. The fiscal year 2025 general fund budget includes capital outlay expenditures of \$2,365,310, an increase of \$377,600 due to the purchase of heart monitors and fire engine equipment. Allocations for capital outlay vary from year to year based on vehicle and equipment replacement schedules.

Debt Service – Debt service includes expenditures of \$162,739 for the payment of principal and interest to the equipment reserve fund. As an internal service fund, the equipment reserve fund provides low interest loans for the purchase of vehicles and equipment. Loans carry a two-and-a-half percent interest rate with a five-year repayment schedule. The repayment period spans six fiscal years with a half payment due in the first fiscal year and a half payment due in the last fiscal year. The increase is related to the purchase of two fire engines with equipment reserve funds.

Transfers Out – Transfers out total \$2,364,350 for fiscal year 2025. Transfers include \$87,350 to the debt service fund and \$2,277,000 to the hotel/motel tax fund. By law, hotel/motel taxes are required to be collected in the general fund, but the funds are then transferred to the hotel/motel tax fund to better account for their distribution.

Transfers Out	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Transfer to Capital Projects	\$ 340,000	\$ 75,000	\$ -	\$ -	\$ 1,219,000	\$ -	\$ -
Transfer to Debt Service	84,600	86,850	88,850	85,600	85,600	87,350	83,850
Transfer to Hotel/Motel Tax	834,306	1,527,170	2,119,476	1,982,000	2,211,000	2,277,000	2,345,000
Total Transfers Out	<u>\$ 1,258,906</u>	<u>\$ 1,689,020</u>	<u>\$ 2,208,326</u>	<u>\$ 2,067,600</u>	<u>\$ 3,515,600</u>	<u>\$ 2,364,350</u>	<u>\$ 2,428,850</u>

Expenditure Summary by Type



Expenditure Summary by Program

The program budget, as required by the Iowa Administrative Code 545-2.1, groups the City's expenditures by program in order to provide consistent information on the purpose of the expenditures. Program expenditures are described in total here with additional information provided in the department sections that follow.

Public Safety – One of the primary services the City provides is police and fire protection. The public safety program represents the largest expenditure budget category accounting for 61.85% of the general fund budget. The fiscal year 2025 budget increased 12.25% over the revised fiscal year 2024 budget. The public safety program includes 188.96 full-time equivalent employees (FTE) an increase of 3.00 FTE from the previous year. School crossing guards, animal control, emergency preparedness and code enforcement are also activities of the public safety program.

Public Safety	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Police Administration	\$ 850,955	\$ 1,592,213	\$ 1,830,084	\$ 2,002,095	\$ 2,002,449	\$ 2,325,267	\$ 2,204,346
Police Operations	6,494,269	6,137,794	7,044,364	8,221,822	8,503,811	9,408,725	10,101,682
Police Support Services	1,968,160	2,366,374	2,670,278	2,978,095	2,904,840	2,779,669	3,021,466
School Crossing Guards	150,670	96,964	109,146	118,129	115,328	130,522	139,658
Animal Control	6,576	15,565	24,166	31,000	31,000	32,000	33,000
Emergency Preparedness	54,893	83,086	56,273	99,144	78,144	423,585	455,686
Fire Administration	900,203	1,082,334	1,214,390	1,346,654	1,487,827	1,478,631	1,566,941
Fire Suppression	2,892,724	3,042,711	3,347,816	3,713,161	3,619,845	4,264,786	4,678,301
Emergency Medical Services	4,425,862	4,493,053	5,458,176	6,392,097	6,882,388	8,048,928	7,938,357
Code Enforcement	1,681,025	1,886,940	2,031,012	2,152,474	2,140,949	2,276,973	2,402,314
Total Public Safety	\$ 19,425,337	\$ 20,797,034	\$ 23,785,705	\$ 27,054,671	\$ 27,766,581	\$ 31,169,086	\$ 32,541,751

Health and Social Services – Included in the health and social services program are special populations. The program represents 0.00% of the general fund budget and is being shown for historical purposes only.

Health and Social Services	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Special Populations	\$ 2,725	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ -
Total Health and Social Services	\$ 2,725	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ -

Culture and Recreation – Culture and recreation represents the second largest budget category, accounting for 20.03% of general fund expenditures. The fiscal year 2025 budget increased 3.50% over the revised fiscal year 2024 budget. The culture and recreation program includes 50.15 full-time equivalent employees (FTE) which represents an increase of 0.68 FTE. Included in culture and recreation are the library, parks and recreation and cemetery.

Culture and Recreation	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Library	\$ 2,101,474	\$ 2,379,279	\$ 2,547,087	\$ 2,789,570	\$ 2,807,368	\$ 2,993,044	\$ 3,185,558
Park Administration	296,635	339,443	342,329	349,345	349,941	438,956	373,101
Park Maintenance	1,431,963	1,435,322	1,568,149	2,084,369	2,101,879	2,215,361	2,127,732
Recreation	503,766	864,963	838,578	936,428	943,046	981,319	1,025,132
Community Centers	20,898	163,775	480,401	585,320	579,351	608,612	637,904
Cemetery	1,200	600	-	600	1,200	600	600
Aquatic Centers	673,627	1,218,193	1,607,823	1,597,732	1,681,421	1,553,889	1,613,206
Prairie Ridge Sports Complex	887,532	875,654	1,030,460	1,211,674	1,222,038	1,236,585	1,257,185
Hawkeye Park Sports Complex	55,187	43,750	61,495	66,120	66,720	66,318	70,493
Total Culture and Recreation	\$ 5,972,282	\$ 7,320,979	\$ 8,476,322	\$ 9,621,158	\$ 9,752,964	\$ 10,094,684	\$ 10,290,911

Public Works – Public works represents 1.44% of general fund expenditures. The fiscal year 2025 budget increased by 3.00% over the revised fiscal year 2024 budget. The public works program includes no full-time equivalent employees (FTE) which represents no change from the previous year. Included in the public works program is the aviation authority.

Public Works	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Aviation Authority	\$ 597,335	\$ 637,576	\$ 669,455	\$ 702,928	\$ 702,928	\$ 724,016	\$ 745,736
Total Public Works	\$ 597,335	\$ 637,576	\$ 669,455	\$ 702,928	\$ 702,928	\$ 724,016	\$ 745,736

Community and Economic Development – Community and economic development represents 5.65% of general fund expenditures. The fiscal year 2025 budget increased 0.48% over the revised fiscal year 2024 budget. The community and economic development program includes 18.25 full-time equivalent employees (FTE) which represents no change from the previous year. Included in the community and economic development program are the housing authority, development engineering, community development and economic development.

Community and Economic Development	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Housing Authority	\$ 27,969	\$ 8,208	\$ 28,454	\$ 23,707	\$ 23,707	\$ 43,968	\$ 14,237
Development Engineering	688,693	883,501	951,976	1,032,176	1,085,353	1,052,507	1,128,226
Community Development	846,654	1,062,499	1,136,503	1,219,152	1,258,098	1,349,078	1,355,729
Economic Development	318,374	346,138	354,355	392,551	468,792	404,050	417,504
Total Community and Economic Development	\$ 1,881,690	\$ 2,300,346	\$ 2,471,288	\$ 2,667,586	\$ 2,835,950	\$ 2,849,603	\$ 2,915,696

General Government – General government represents 11.03% of general fund expenditures. The fiscal year 2025 budget decreased 3.05% over the revised fiscal year 2024 budget. The general government program includes 25.01 full-time equivalent employees (FTE) which represents no change from the previous year. Included in the general government program are communications, mayor and city council, human resources, city manager, city clerk, finance, information technology and city hall building.

General Government	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Communications	\$ 329,085	\$ 394,748	\$ 422,590	\$ 465,913	\$ 476,378	\$ 475,097	\$ 490,901
Mayor and City Council	120,947	160,644	204,706	524,927	543,890	206,055	188,413
Human Resources	411,617	420,723	476,441	517,045	534,273	547,561	568,126
City Manager	809,219	1,051,915	1,018,031	1,142,447	1,194,386	1,304,996	1,260,204
City Clerk	441,108	433,026	451,752	531,410	531,043	531,263	585,567
Finance	499,102	491,638	545,978	611,177	621,705	651,805	683,564
Information Technology	1,067,188	1,360,938	1,335,084	1,643,782	1,680,376	1,746,446	1,747,950
City Hall Building	68,294	74,816	69,480	92,148	153,800	97,800	101,841
Total General Government	\$ 3,746,560	\$ 4,388,448	\$ 4,524,062	\$ 5,528,849	\$ 5,735,851	\$ 5,561,023	\$ 5,626,566

Expenditure by Program

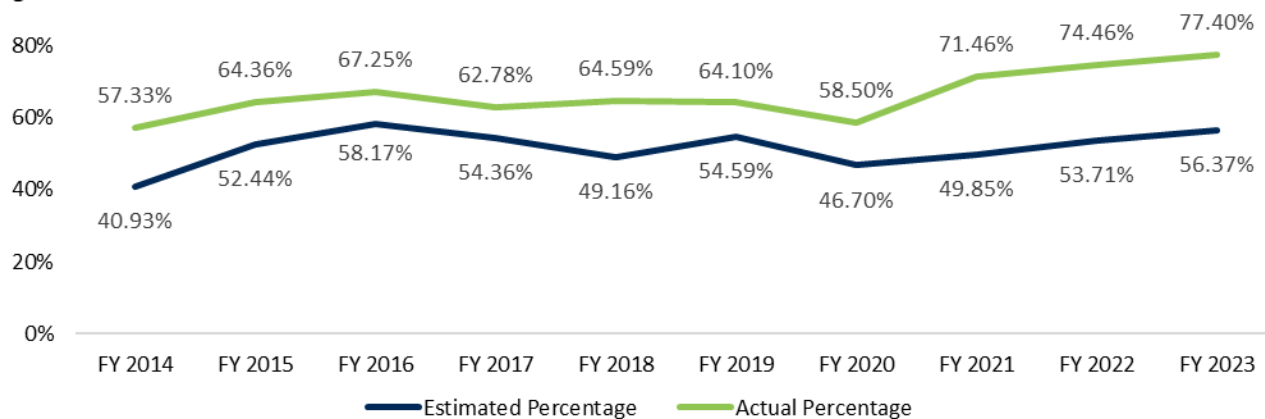


Fund Balance Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 21,019,984	\$ 27,081,132	\$ 31,251,980	\$ 31,081,767	\$ 35,273,770	\$ 33,308,745	\$ 33,042,628
Revenues	38,335,983	40,677,427	44,806,792	45,242,433	47,212,786	50,241,188	50,873,582
Transfers In	610,000	627,646	1,350,156	1,154,000	1,132,063	2,255,457	3,067,878
Funds Available	\$ 59,965,967	\$ 68,386,205	\$ 77,408,928	\$ 77,478,200	\$ 83,618,619	\$ 85,805,390	\$ 86,984,088
Expenditures	31,625,929	35,445,205	39,926,832	45,575,192	46,794,274	50,398,412	52,120,660
Transfers Out	1,258,906	1,689,020	2,208,326	2,067,600	3,515,600	2,364,350	2,428,850
Ending Balance, June 30	\$ 27,081,132	\$ 31,251,980	\$ 35,273,770	\$ 29,835,408	\$ 33,308,745	\$ 33,042,628	\$ 32,434,578

The financial strength of the general fund is of great importance because of the implications that it has on the overall property tax levy, the bond rating, operating cash flows during the year and the ability to handle contingencies. City Council has set the minimum fund balance for the general fund at 25% of general fund appropriations for the succeeding fiscal year. A measure of fund balance versus appropriations for the last ten years is as follows:

Fiscal Year	Succeeding Year's Appropriations	Estimated Ending Fund Balance	Estimated Percentage	Actual Ending Fund Balance	Actual Percentage
2014	\$22,099,102	\$9,046,077	40.93%	\$12,669,357	57.33%
2015	23,245,224	12,190,721	52.44%	14,960,077	64.36%
2016	25,339,536	14,740,005	58.17%	17,041,155	67.25%
2017	27,941,765	15,188,212	54.36%	17,541,849	62.78%
2018	30,438,087	14,964,021	49.16%	19,660,991	64.59%
2019	32,408,183	17,690,085	54.59%	20,773,513	64.10%
2020	35,934,139	16,780,409	46.70%	21,019,984	58.50%
2021	37,898,857	18,892,886	49.85%	27,081,132	71.46%
2022	41,972,911	22,542,352	53.71%	31,251,980	74.46%
2023	45,575,192	25,690,911	56.37%	35,273,770	77.40%

Fund Balance
Budget versus Actual

Estimated Ending Fund Balance

The budgeted fund balance at June 30, 2025, is projected to be \$33,042,628 a decrease of \$266,117 from the revised June 30, 2024 budget.

Looking Ahead to Fiscal Year 2026 and Beyond

- Increased costs due to inflation.
- Increased costs for property and liability insurance.
- Final phase of personnel and operating costs for Fire Station No. 4. The remaining nine new FTE positions include firefighter/paramedic, fire lieutenant and fire engineer.
- Final phase out of commercial and industrial tax replacement (“backfill”) from the State.
- Homestead exemption for property owners aged 65 and over, increasing from \$3,250 in fiscal year 2025 to \$6,500 in fiscal year 2026.
- Potential for additional legislative changes impacting property taxes. The City’s reliance on property taxes, and lack of a local option sales tax, leaves it vulnerable to property tax reform legislation.
- The ongoing pressure to increase staffing levels across all departments; specifically, public safety. The tight labor market makes it particularly important to maintain a focus on retention and recruitment.

Police Department

The department consists of two primary functions: operations and support services. These are further divided into the following activities for budget management purposes:

Police Administration – governs the general administration of the Police department under the direct control of the police chief. Besides routine administrative tasks, staff handles payroll, budget, training and education and policy and rule development. These issues are shaped by court decisions, federal and state mandates and laws, as well as community norms and values. A well-functioning department professionally develops its personnel to meet the needs of the community within all legal requirements. This includes projecting staffing levels and resource allocation within the parameters of the budget.

Police Operations – is responsible for providing basic police services while responding to calls. Traffic enforcement, accident investigation, investigation of minor criminal offenses and crime prevention measures are undertaken by members of the division. Members assist other divisions as needed on an ongoing basis.

Police Support Services – provides support to the operations division. The primary responsibilities of the division are the investigation section, property identification section, narcotics enforcement and records management, as well as oversight of the school crossing guard program.

School Crossing Guards – program expenditures are tracked separately to identify the costs associated with the school crossing guard contract. Costs of the program are shared with the Ankeny Community School District.

Animal Control – program expenditures are tracked separately in this activity. The City temporarily houses animals at the police station for up to 24 hours. After that, animals are transported to the Animal Rescue League.

Council Goal	Department Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Deliver Exceptional Service 	To recruit and retain highly educated and talented police officers who reflect the values of our City	Number of police stations	1	1	1	1	1
		Number of sworn officers	68	70	72	76	78
		Number of sworn officers per 1,000 population	1.00	0.99	0.99	1.00	0.97
		Officer turnover, including retirements	7.35%	2.86%	4.17%	3.95%	6.41%
	To maintain training and equipment pace commensurate with customer needs	Training hours, including academy	10,151	17,437	18,871	20,000	21,000
		Average training cost, per employee	\$1,396	\$1,781	\$1,934	\$1,951	\$1,968
		Police services – excellent or good ⁽¹⁾	85%			86%	

Council Goal	Department Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Enhance Quality of Life 	To provide high visibility within the City to reduce the incidence and fear of crime	Number of calls for service	38,465	40,955	43,811	44,500	45,500
		Number of miles logged by sworn officers	366,692	415,005	503,431	538,419	576,103
		Crime prevention – excellent or good ⁽¹⁾	84%			85%	
		Number of traffic accidents per 1,000 population	20.38	22.76	24.67	23.74	23.23
		Traffic enforcement – excellent or good ⁽¹⁾	67%			67%	
	To provide prompt investigative follow-up to help identify and arrest offenders	Uniform crime reports (reportable crimes)	938	811	920	950	1,010
		Case management efficiency	87.29%	81.17%	89.14%	89.09%	88.26%

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments

Recent Accomplishments

- Continued annual one-on-one meetings with police officers. This provided an excellent opportunity for the captain and lieutenants to get accurate and honest feedback on the direction of the department.
- Implemented automated license plate reading (ALPR) systems to improve the ability to proactively protect and serve the citizens of Ankeny.
- Increased efficiency in criminal intelligence unit program with the incorporation of ALPR systems.
- Acquired dual purpose K-9, Charlie, to assist patrol in narcotics and apprehension.
- Implemented drone program to aid in various calls for service and investigations.
- Created an ordinance that prevents camping in public areas and provides appropriate direction and resources when addressing homeless citizens.

In Progress Activities

- Organize third annual awards ceremony and banquet.
- Implement new administrative software system to simplify data collection.
- Transition to Polk County Sheriff's Office and Des Moines Police Department's new records management and report writing system to reduce redundancy and streamline report writing and case management.
- Examine testing and hiring processes and dedicate efforts to retention and recruitment in order to achieve full staffing.

<i>Upcoming Activities</i>	
	Implement new officer equipment package. In addition to the new certified officer signing bonus, the new officer's duty weapon will be purchased by the department.
	Develop standard operating procedure manuals for various work units, including administration, records and identification, patrol, detectives and intelligence-led policing.
	Provide more opportunities for growth and advancement through specialty detail programs to enhance employee retention while still maintaining the core functions of the department.
	Request individual phone numbers for officers so they can make work-related phone calls directly from their patrol cars as well as text individuals they need to speak with, allowing for more efficient communication.
	Request the replacement of grant funded laptops.
	Research a platform that would provide citizens access to digitally report non-urgent incidents and complaints.
<i>Trends and Issues</i>	
	Increased focus on recruitment and retention.
	Growing concern about work life balance as overtime is often utilized to maintain safe staffing levels for patrol.
	Reduction in fleet vehicles caused by the COVID-19 pandemic and the recent automobile strike. Patrol vehicles are currently unavailable or production time is expected to take up to 12 months.
	Competitive job market making it increasingly difficult to recruit and retain qualified employees.

Activity: Police Administration		Department: Police			Program: Public Safety		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	1,600,797	77,865	9,400	-	-	124,300	-
Service Charges	2,492	4,701	3,930	2,000	2,969	2,100	2,200
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	44	-	5,973	-	8,319	-	-
Total Revenues	\$ 1,603,333	\$ 82,566	\$ 19,303	\$ 2,000	\$ 11,288	\$ 126,400	\$ 2,200
Expenditure Summary:							
Personal Services	\$ 257,452	\$ 892,911	\$ 971,946	\$ 1,031,465	\$ 1,032,036	\$ 1,073,646	\$ 1,127,002
Contractual Services	505,304	635,336	769,385	927,167	924,395	1,023,403	1,032,219
Commodities	88,199	63,966	50,949	43,463	46,018	52,218	45,125
Capital Outlay	-	-	37,804	-	-	176,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 850,955	\$ 1,592,213	\$ 1,830,084	\$ 2,002,095	\$ 2,002,449	\$ 2,325,267	\$ 2,204,346
Personnel Summary:							
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	-	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	-	1.00	1.00	1.00	1.00	1.00	1.00
Civilian Supervisor	-	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Clerk	-	3.40	3.40	3.40	3.40	3.40	3.40
Total Full Time Equivalents	2.00	8.40	8.40	8.40	8.40	8.40	8.40
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Facility Lighting Retrofit	Various		2025	Purchase	\$ -	\$ 176,000	\$ -
Total Capital Outlay					\$ -	\$ 176,000	\$ -

Activity: Police Operations	Department: Police					Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	305,575	238,662	222,406	190,487	219,669	245,303	336,358
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	147,012	71,383	105,185	92,000	103,587	70,600	74,000
Total Revenues	\$ 452,587	\$ 310,045	\$ 327,591	\$ 282,487	\$ 323,256	\$ 315,903	\$ 410,358
Expenditure Summary:							
Personal Services	\$5,584,513	\$5,379,898	\$6,087,918	\$6,938,579	\$6,647,712	\$7,822,741	\$ 8,747,482
Contractual Services	217,253	227,479	221,741	251,251	326,142	321,150	324,452
Commodities	341,691	340,763	607,788	595,911	774,368	700,300	720,118
Capital Outlay	350,812	189,654	126,917	436,081	755,589	564,534	309,630
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 6,494,269	\$ 6,137,794	\$ 7,044,364	\$ 8,221,822	\$ 8,503,811	\$ 9,408,725	\$ 10,101,682
Personnel Summary:							
Captain	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	3.00	2.00	2.00	2.00	2.00	2.00	2.00
Sergeant (Patrol)	8.00	8.00	8.00	9.00	8.00	8.00	8.00
Sergeant (Traffic)	-	-	-	-	1.00	1.00	1.00
Police Officer (K-9)	1.00	1.00	1.00	2.00	2.00	2.00	2.00
Police Officer (Patrol)	42.00	40.00	39.00	39.00	39.00	40.00	41.00
Police Officer (SRO)	2.00	-	-	-	-	3.00	4.00
Police Officer (Traffic)	-	-	2.00	2.00	2.00	2.00	2.00
Community Service Officer	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Assistant	-	-	-	-	-	1.00	1.00
Total Full Time Equivalents	60.00	55.00	56.00	58.00	58.00	63.00	65.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Patrol Vehicles	5	2023	Purchase	\$ 338,821	\$ -	\$ -	
Patrol Vehicles	6	2024	Purchase	416,768	-	-	
Patrol Vehicles	8	2025	Purchase	-	564,534	-	
Patrol Vehicles	5	2026	Purchase	-	-	309,630	
Total Capital Outlay				\$ 755,589	\$ 564,534	\$ 309,630	

Activity: Police Support Services		Department: Police				Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	14,525	12,410	13,195	14,000	12,000	12,000	12,000
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	17,793	24,793	23,523	28,000	23,000	23,000	23,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	3,201	120	2,949	1,000	1,000	1,000	1,000
Total Revenues	\$ 35,519	\$ 37,323	\$ 39,667	\$ 43,000	\$ 36,000	\$ 36,000	\$ 36,000
Expenditure Summary:							
Personal Services	\$ 1,844,818	\$ 2,285,708	\$ 2,585,161	\$ 2,792,239	\$ 2,719,824	\$ 2,686,435	\$ 2,894,260
Contractual Services	28,962	54,478	21,779	29,379	30,088	27,844	28,403
Commodities	27,393	26,188	46,542	95,477	93,928	40,390	41,494
Capital Outlay	66,214	-	16,796	61,000	61,000	25,000	57,309
Debt Service	773	-	-	-	-	-	-
Total Expenditures	\$ 1,968,160	\$ 2,366,374	\$ 2,670,278	\$ 2,978,095	\$ 2,904,840	\$ 2,779,669	\$ 3,021,466
Personnel Summary:							
Captain	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant (CET)	-	1.00	1.00	1.00	1.00	1.00	1.00
Police Officer (CET)	-	2.00	2.00	2.00	2.00	2.00	2.00
Police Officer (Detective)	8.00	8.00	7.00	7.00	7.00	7.00	7.00
Police Officer (Intelligence)	-	-	1.00	1.00	1.00	1.00	1.00
Police Officer (K-9)	-	-	1.00	1.00	1.00	1.00	1.00
Police Officer (Narcotics)	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Police Officer (SRO)	-	2.00	2.00	2.00	2.00	-	-
Police Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Evidence Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Criminal Intelligence Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Civilian Supervisor	1.00	-	-	-	-	-	-
Records Clerk	3.40	-	-	-	-	-	-
Total Full Time Equivalents	19.40	20.00	21.00	21.00	21.00	19.00	19.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Detective Vehicle		2	2024	Purchase	\$ 61,000	\$ -	\$ -
Forensic Portable Light Source		1	2025	Purchase	-	25,000	-
1/2 Ton 4WD Truck		1	2026	Purchase	-	-	57,309
Total Capital Outlay					\$ 61,000	\$ 25,000	\$ 57,309

Activity: School Crossing Guards		Department: Police			Program: Public Safety		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	99,090	329	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 99,090	\$ 329	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	150,670	96,964	109,146	118,129	115,328	130,522	139,658
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 150,670	\$ 96,964	\$ 109,146	\$ 118,129	\$ 115,328	\$ 130,522	\$ 139,658
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: Animal Control		Department: Police				Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	752	3,680	3,353	7,000	3,000	3,000	3,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 752	\$ 3,680	\$ 3,353	\$ 7,000	\$ 3,000	\$ 3,000	\$ 3,000
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	6,576	15,565	24,166	30,000	30,000	31,000	32,000
Commodities	-	-	-	1,000	1,000	1,000	1,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 6,576	\$ 15,565	\$ 24,166	\$ 31,000	\$ 31,000	\$ 32,000	\$ 33,000
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Fire Department

The Fire department provides fire suppression, emergency medical services, rescue, fire prevention, public education and other related services to the residents, property owners and visitors to the community.

The department provides staffing for an ambulance and engine company at the Fire Station Headquarters, Fire Station No. 2 and Fire Station No. 3. The stations are staffed 24 hours per day, 7 days per week, utilizing a combination of full-time and part-time staffing.

The fire department is comprised of the following budget activities:

Emergency Preparedness – the City’s emergency readiness planning efforts focus on all hazards including: weather-related disasters, terrorism and disease outbreaks. This activity also installs and maintains weather warning devices and during a natural or man-made disaster is responsible for managing the emergency operations plan.

Fire Administration – governs the general administration of the Fire department and falls within the direct control of the fire chief. Fire administration provides leadership, coordination and support services for the department.

Fire Suppression – is responsible for the preservation of life and property within the Ankeny Fire District. The suppression district is approximately 55 square miles covering the cities of Alleman and Elkhart and the townships of Crocker, Douglas, Elkhart and Lincoln.

Emergency Medical Services – provides basic life support (BLS) and advanced life support (ALS) services within the Ankeny Fire District, as well as ambulance billing services.

Council Goal	Department Goal	Indicator	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Deliver Exceptional Service 	To prevent and reduce the loss of life and property through fire education, inspections, suppression and investigation	Emergency response FTE	67.50	68.50	68.50	76.50	82.50
		Emergency response FTE per 1,000 population	0.99	0.97	0.94	1.00	1.03
		Number of fire stations	3	3	3	3	3
		Number of training hours	10,000	11,000	12,900	14,000	16,000
		Average training hours per employee	142	154	152	177	188
		Number of fire inspections performed	640	1,114	884	950	1,050
	To provide fire and emergency medical services in a timely manner	Number of fire calls	1,557	1,779	1,953	2,070	2,194
		Number of ambulance calls	4,307	5,339	5,385	5,700	6,050
		Percent of call response times within benchmark	79%	79%	79%	79%	79%
	To prepare the community for all types of emergencies	Number of outdoor warning sirens	23	24	22	22	23
		Fire prevention education – excellent or good ⁽¹⁾	87%		87%		

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Began design work for Fire Station No. 4.
	Implemented closest unit dispatch for ambulances among staffed fire departments on the east side of the metro.
	Hired six new firefighter/paramedic positions to help manage increasing overtime costs.
	Created a maintenance and replacement schedule for all city owned automatic external defibrillators (AED).
<i>In Progress Activities</i>	
	Complete design work for Fire Station No. 4.
	Complete a fleet and equipment replacement plan to guide the department in future budget requests.
	Identify opportunities for alternative paramedic courses through Des Moines Area Community College (DMACC) that condense staff training from 18 months to less than 6 months.
	Increase the number of days that the fourth ambulance is staffed to improve response time to medical emergencies.
	Purchase property for the future location of Fire Station No. 5 east of Interstate 35.
<i>Upcoming Activities</i>	
	Complete construction of Fire Station No. 4.
	Hire remaining staff needed to operate Fire Station No. 4.
	Request to order new ladder truck as an addition to the fleet.
	Develop department response metrics and the associated GIS data to guide the department as it responds to the community's growth and needs.
	Evaluate alternative outdoor warning siren systems that may be more effective.
<i>Trends and Issues</i>	
	Recruitment and hiring of full-time and part-time personnel have become increasingly difficult.
	Increasing cost of apparatus, equipment and supplies.
	Required planning to incorporate the unprecedented four-year lead time to purchase an apparatus.

Activity: Emergency Preparedness		Department: Fire				Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	54,893	55,940	56,273	65,144	78,144	389,585	455,686
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	27,146	-	34,000	-	34,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 54,893	\$ 83,086	\$ 56,273	\$ 99,144	\$ 78,144	\$ 423,585	\$ 455,686
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Storm Siren		1	2024	Purchase	\$ -	\$ 34,000	\$ -
Total Capital Outlay					\$ -	\$ 34,000	\$ -

Activity: Fire Administration	Department: Fire					Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	8,885	5,113	17,180	3,000	8,000	3,000	3,000
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	340,823	359,911	225,340	443,000	599,596	456,000	471,000
Service Charges	17,280	40,575	23,430	15,200	10,100	15,100	15,100
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	129	2,889	4,974	-	-	-	-
Total Revenues	\$ 367,117	\$ 408,488	\$ 270,924	\$ 461,200	\$ 617,696	\$ 474,100	\$ 489,100
Expenditure Summary:							
Personal Services	\$ 577,965	\$ 683,114	\$ 680,366	\$ 773,825	\$ 741,056	\$ 854,668	\$ 899,823
Contractual Services	244,203	297,734	439,633	432,044	568,330	460,597	530,099
Commodities	78,035	78,712	94,391	95,785	139,441	103,366	137,019
Capital Outlay	-	22,774	-	45,000	39,000	60,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 900,203	\$ 1,082,334	\$ 1,214,390	\$ 1,346,654	\$ 1,487,827	\$ 1,478,631	\$ 1,566,941
Personnel Summary:							
Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Division Chief - Training & Safety	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Division Chief - Community Risk Reduction	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant - Community Risk Reduction	-	1.00	1.00	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Education Coordinator (PT)	-	-	-	-	-	0.50	0.50
Total Full-Time Equivalents	4.00	5.00	5.00	5.00	5.00	5.50	5.50
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Self-Contained Breathing Apparatus Fill Station	1		2024	Purchase	\$ 39,000	\$ -	\$ -
Mid-Size SUV	1		2025	Purchase	-	60,000	-
Total Capital Outlay					\$ 39,000	\$ 60,000	\$ -

Activity: Fire Suppression		Department: Fire				Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	2,225	610	-	1,000	1,000	1,000	1,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	8,272	4,343	-	-	-	-
Total Revenues	\$ 2,225	\$ 8,882	\$ 4,343	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Expenditure Summary:							
Personal Services	\$ 2,585,114	\$ 2,807,353	\$ 2,962,288	\$ 3,256,965	\$ 3,227,082	\$ 3,423,861	\$ 3,965,607
Contractual Services	125,786	125,456	177,036	135,648	177,370	161,761	165,009
Commodities	123,833	109,902	208,492	162,089	215,393	216,425	222,207
Capital Outlay	57,991	-	-	-	-	300,000	-
Debt Service	-	-	-	158,459	-	162,739	325,478
Total Expenditures	\$ 2,892,724	\$ 3,042,711	\$ 3,347,816	\$ 3,713,161	\$ 3,619,845	\$ 4,264,786	\$ 4,678,301
Personnel Summary:							
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Battalion Chief	-	-	3.00	3.00	3.00	3.00	3.00
Captain	3.00	3.00	-	-	-	-	-
Lieutenant	9.00	9.00	9.00	9.00	9.00	9.00	12.00
Engineer	9.00	9.00	9.00	9.00	9.00	9.00	12.00
Total Full-Time Equivalents	22.00	22.00	22.00	22.00	22.00	22.00	28.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Fire Engine	1	2023	Reserve	\$ -	\$ 79,948	\$ 159,896	
Fire Engine	1	2024	Reserve	-	82,791	165,582	
Fire Engine Equipment	Various	2025	Purchase	-	300,000	-	
Total Capital Outlay				\$ -	\$ 462,739	\$ 325,478	

Activity: Emergency Medical Services		Department: Fire				Program: Public Safety	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	18,208	-	-	-	-	-
Service Charges	2,331,995	2,750,309	2,606,610	2,867,760	2,865,478	2,802,506	2,868,506
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	2,242	10,000	-	-	-	-
Total Revenues	\$ 2,331,995	\$ 2,770,759	\$ 2,616,610	\$ 2,867,760	\$ 2,865,478	\$ 2,802,506	\$ 2,868,506
Expenditure Summary:							
Personal Services	\$ 3,536,473	\$ 3,894,756	\$ 4,460,601	\$ 5,246,718	\$ 5,181,904	\$ 6,363,899	\$ 7,106,413
Contractual Services	303,714	354,607	384,953	469,090	574,093	494,418	505,501
Commodities	246,035	227,312	254,904	259,289	302,735	250,611	326,443
Capital Outlay	339,640	16,378	357,718	417,000	823,656	940,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 4,425,862	\$ 4,493,053	\$ 5,458,176	\$ 6,392,097	\$ 6,882,388	\$ 8,048,928	\$ 7,938,357
Personnel Summary:							
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Firefighter/Paramedic (FT)	30.00	30.00	36.00	39.00	48.00	48.00	51.00
Firefighter/Paramedic (PT)	11.50	11.50	10.50	10.50	4.50	4.50	4.50
Public Education Coordinator (PT)	0.50	0.50	0.50	0.50	0.50	-	-
Administrative Clerk	1.50	1.50	1.50	1.50	1.50	1.50	1.50
Total Full-Time Equivalents	44.50	44.50	49.50	52.50	55.50	55.00	58.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Ambulance		1	2023	Purchase	\$ 397,656	\$ -	\$ -
Ambulance		1	2024	Purchase	426,000	-	-
Ambulance		1	2025	Purchase	-	555,000	-
Bariatric Cot and Load System		1	2025	Purchase	-	25,000	-
Heart Monitors		6	2025	Purchase	-	360,000	-
Total Capital Outlay					\$ 823,656	\$ 940,000	\$ -

Ankeny Kirkendall Public Library

The Ankeny Kirkendall Public Library supports lifelong learning and enjoyment in an inclusive, welcoming environment that is a primary community destination. The library provides equal access to quality information services, materials and resources to all members of our community. It is also a place for people to come together, feel connected and engage with others.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Deliver Exceptional Service 	To provide an inviting, neutral and safe place to read, study and meet	Number of branches	1	1	1	1	1
		Number of library visitors	201,589	304,289	348,553	350,000	355,000
		Average number of library visitors per day (365)	552	834	955	959	973
	To provide staff skilled in offering information and answers on a broad range of topics	Library services – excellent or good ⁽¹⁾	93%			94%	
Enhance Quality of Life 	To provide opportunities for self-directed learning to community members of all ages	Number of items in the collection	224,009	278,336	290,851	300,000	310,000
		Circulation	514,425	577,123	564,536	570,000	575,000
		Average number of circulations per visitor	2.55	1.90	1.62	1.63	1.62
	To provide experiences and resources that reflect current and social interests	Number of special programs or events	169	897	958	960	965
		Total program attendance	19,598	19,771	33,102	33,200	33,300
		Average number of participants per program	116	22	35	35	35

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Launched new website in conjunction with the Communications department.
	Provided new online payment option for room rentals.
	Held one of the most-attended programs in Library history; a petting zoo for the Summer Reading Program.
	Extended borrowing time for DVD and Blue-ray to correspond with other circulating materials.
	Implemented expectations and procedures manual for library staff.

<i>In Progress Activities</i>	
	Finalize Communications and Marketing Plan.
	Implement comprehensive onboarding, training and cross-training programs to enhance customer service across all areas.
	Address e-commerce issues to enable online payments for fees and fines.
	Identify and resolve library management software issues to ensure a seamless online catalog experience for customers.
<i>Upcoming Activities</i>	
	Request to move library management software from an on-premise to a cloud-based format for enhanced features and security.
	Prepare for the next five-year Library Strategic Plan.
	Implement sound study findings for lobby, children's play area and circulation work room.
	Request installation of additional sunshades on southwest windows.
	Request additional river rock for book drop landscape area.
<i>Trends and Issues</i>	
	On-premise library management software experiencing miscommunication with city server firewalls.
	Increasing costs of program presenters, materials and resources.

Activity: Library	Department: Ankeny Kirkendall Public Library				Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	3,354	26,661	82,411	10,300	60,700	60,000	60,000
Intergovernmental	159,039	191,836	214,271	214,271	187,117	187,117	187,117
Service Charges	6,123	10,226	11,277	10,000	10,000	10,500	11,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	27,776	29,154	26,932	26,400	27,100	22,400	22,400
Total Revenues	\$ 196,292	\$ 257,877	\$ 334,891	\$ 260,971	\$ 284,917	\$ 280,017	\$ 280,517
Expenditure Summary:							
Personal Services	\$ 1,477,242	\$ 1,671,913	\$ 1,800,349	\$ 1,970,740	\$ 1,961,464	\$ 2,108,156	\$ 2,274,731
Contractual Services	321,632	376,220	425,418	458,430	485,304	516,788	541,427
Commodities	302,600	331,146	321,320	360,400	360,600	368,100	369,400
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 2,101,474	\$ 2,379,279	\$ 2,547,087	\$ 2,789,570	\$ 2,807,368	\$ 2,993,044	\$ 3,185,558
Personnel Summary:							
Library Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Services Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Circulation Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Collection Development Librarian	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Adult Services Librarian	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Teen Services Librarian	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Youth Services Librarian	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Library Associates (PT)	14.86	14.86	14.86	14.86	14.86	14.86	14.86
Total Full Time Equivalents	22.86	22.86	22.86	22.86	22.86	22.86	22.86
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Parks and Recreation

The Parks and Recreation department provides a wide variety of recreational services including community centers, aquatic centers, sports complexes and a golf course. The department is comprised of the following divisions:

Special Populations – as part of the health and social services program, the special populations activities provide cultural and recreational opportunities for senior citizens, including field trips and other recreational activities. This division has been combined with Community Centers and is being shown for historical purposes only.

Park Administration – is responsible for the overall direction and support of the department. The primary responsibilities include processing of program registrations and park shelter reservations, administering the budget and long-term planning.

Park Maintenance – manages over 60 parks covering 1,052 acres with a mixture of recreational facilities including ball fields, tennis courts, picnic facilities, playground equipment and two aquatic centers.

Recreation – provides youth and adult recreational programming throughout the year including softball, soccer, basketball, volleyball and other programs. These programs utilize city and school district facilities under a joint use agreement.

Community Centers – includes the operations and maintenance of the Lakeside Center, Outdoor Education Center and Albaugh Family Senior Community Center, which are available for rental and programming.

Aquatic Centers – the City owns and operates two aquatic centers, Prairie Ridge Aquatic Center and Cascade Falls Aquatic Center, which provide water recreation and swimming lessons to all ages during the summer.

Prairie Ridge Sports Complex – is a 124-acre facility consisting of sports fields for baseball, football, lacrosse, soccer and softball. Prairie Ridge Sports Complex is home to Ankeny Girls Softball, Ankeny Junior Football, Ankeny Little League, Heartland Area Lacrosse Club and Iowa Rush Soccer Club.

Hawkeye Park Sports Complex – centrally located, featuring volleyball and tennis courts, softball and baseball fields, walking/biking trails and a large stocked fishing pond, Hawkeye Park is home to many adult league sports and a destination for recreation enthusiasts.

Otter Creek Golf Course – is a division of the Parks and Recreation department. Information on this division is provided in the business type activities/enterprise fund section.

Council Goal	Department Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Upgrade Essential Infrastructure 	To provide safe and aesthetically pleasing green spaces, parks and sporting facilities	Number of sports complexes	2	2	2	2	2
		Number of parks and greenspaces	63	63	64	65	66
	To oversee the development and maintenance of parks and facilities to meet public expectations	Total park acres	1,038	1,046	1,052	1,068	1,084
		Maintenance expenditures per park acre ⁽¹⁾	\$1,710	\$1,698	\$1,842	\$2,423	\$2,508
		City parks – excellent or good ⁽²⁾	83%			85%	

Council Goal	Department Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Enhance Quality of Life 	To provide cultural and recreational opportunities for senior citizens	Number of special populations events	18	20	20	20	20
		Total number of event participants	6,192	6,501	8,020	7,260	7,260
		Average number of participants per event	344	325	401	363	363
		Ankeny as a place to retire – excellent or good ⁽²⁾	70%			76%	
	To improve the quality of life by offering a variety of recreation program opportunities	Number of community centers	2	2	3	3	3
		Number of community center rentals	250	368	357	367	378
		Recreation program and event participants	30,784	33,617	34,625	34,971	35,320
		Recreation programs – excellent or good ⁽²⁾	80%			84%	
	To provide modern and fun environments for the enjoyment of aquatic activities	Aquatic center attendance	18,404	156,893	157,253	156,848	158,048
		Average aquatic center attendance per day	222	1,743	1,747	1,687	1,699
	To provide safe playing fields for local, state and regional sporting events	Sports complex events	16,000	11,916	14,761	13,943	13,943
		Average sports complex events per day	73	54	68	64	64

⁽¹⁾ Reported for the fiscal year

⁽²⁾ Triennial Citizen Survey results

Activities and Accomplishments

Recent Accomplishments

	Completed construction of the following Annual Park Development Program projects during 2023: Aspen Ridge Park trail connection and turf improvements and the construction of Creekside Park.
	Completed construction of the following other park projects during 2023: construction of Midway Park and Cherry Glen ballfield, dedication of Northwestern Trailhead, Woodland Reserve trail panel replacements, Prairie Ridge Sports Complex tennis courts overlay and installation of a wheel chair swing at Miracle Park all-inclusive playground.
	Began construction of the Rally Complex in 2023. This project includes 12 pickleball courts, two ball fields, batting cages and related infrastructure improvements.
	Continued Beats & Eats for the second year with an average attendance of over 800 people per event.

	Launched work order system in park maintenance to process facility maintenance requests.
	Completed improvements to Prairie Ridge Sports Complex baseball and softball fields.
	Completed successful second year at the Albaugh Family Senior Community Center, with 3,618 members and over 70,000 check-ins in the first 10 months of 2023.
<i>In Progress Activities</i>	
	Complete the native plantings on Rock Creek Trail and the construction of the Rally Complex.
	Bid and install Central Iowa Trails directional and informational signage.
	Install new security cameras at Hawkeye Park Sports Complex and Miracle Park.
<i>Upcoming Activities</i>	
	Expand Watercrest Park to include splash pad, shelter, trail loop, parking lot and landscaping.
	Begin construction of High Trestle Trail Experience Park – Phase 1.
	Continue discussions with the Ankeny Community School District regarding an update to the Community Gym Rental Program.
	Update Parks & Facilities Comprehensive Plan to include parkland dedication options and future park locations.
	Complete Older Parks Condition and Renovation Plan – Phase 2.
	Evaluate core recreation program areas to ensure relevance to growing community.
<i>Trends and Issues</i>	
	Recruit, train and retain quality staff.
	Review non-resident policy related to Parks and Recreation fees.
	Address deferred maintenance and aging infrastructure.
	Address Prairie Ridge Aquatic Center splash pad repairs.

Activity: Special Populations		Department: Parks and Recreation				Program: Health and Social Services		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Revenue Summary:								
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Non-Property Taxes	-	-	-	-	-	-	-	
Licenses and Permits	-	-	-	-	-	-	-	
Use of Money & Property	-	-	-	-	-	-	-	
Intergovernmental	-	-	-	-	-	-	-	
Service Charges	3,867	1,851	-	-	-	-	-	
Special Assessments	-	-	-	-	-	-	-	
Miscellaneous	-	-	-	-	-	-	-	
Total Revenues	\$ 3,867	\$ 1,851	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenditure Summary:								
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Contractual Services	267	754	-	-	-	-	-	
Commodities	2,458	68	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	-	-	
Debt Service	-	-	-	-	-	-	-	
Total Expenditures	\$ 2,725	\$ 822	\$ -	\$ -	\$ -	\$ -	\$ -	
Personnel Summary:								
None	-	-	-	-	-	-	-	
Total Full Time Equivalents	-	-	-	-	-	-	-	
Capital Outlay Summary:								
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected		
None	-	-	-	\$ -	\$ -	\$ -		
Total Capital Outlay				\$ -	\$ -	\$ -		

Activity: Park Administration		Department: Parks and Recreation				Program: Culture and Recreation	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	20,573	39,866	30,988	23,000	22,000	22,000	22,000
Intergovernmental	-	-	-	-	4,950	-	-
Service Charges	39,026	33,604	27,382	37,000	34,000	34,000	34,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	(2)	52	-	-	-	-
Total Revenues	\$ 59,599	\$ 73,468	\$ 58,422	\$ 60,000	\$ 60,950	\$ 56,000	\$ 56,000
Expenditure Summary:							
Personal Services	\$ 271,050	\$ 276,094	\$ 295,881	\$ 312,296	\$ 312,806	\$ 324,150	\$ 339,632
Contractual Services	21,758	58,743	17,844	28,635	27,780	48,622	24,204
Commodities	3,208	3,987	3,855	8,414	9,355	9,243	9,265
Capital Outlay	-	-	24,130	-	-	56,941	-
Debt Service	619	619	619	-	-	-	-
Total Expenditures	\$ 296,635	\$ 339,443	\$ 342,329	\$ 349,345	\$ 349,941	\$ 438,956	\$ 373,101
Personnel Summary:							
Parks and Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Large Passenger Van		1	2025	Purchase	\$ -	\$ 56,941	\$ -
Total Capital Outlay					\$ -	\$ 56,941	\$ -

Activity: Park Maintenance	Department: Parks and Recreation				Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	38	-	9	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	171	151	-	-	-	-
Total Revenues	\$ 38	\$ 171	\$ 160	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 818,788	\$ 859,029	\$ 891,464	\$ 1,062,603	\$ 1,023,067	\$ 1,112,073	\$ 1,174,123
Contractual Services	409,548	378,248	539,579	795,041	731,261	760,158	772,571
Commodities	127,455	134,708	106,980	171,854	178,551	188,422	181,038
Capital Outlay	76,172	63,337	30,126	54,871	169,000	154,708	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,431,963	\$ 1,435,322	\$ 1,568,149	\$ 2,084,369	\$ 2,101,879	\$ 2,215,361	\$ 2,127,732
Personnel Summary:							
Parks and Facilities Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Park Maintenance Technician	0.50	0.50	-	-	-	-	-
Park Maintenance Technician II	3.00	3.00	3.50	3.50	3.50	3.50	3.50
Park Maintenance Technician I	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Park Maintenance Assistant	-	-	-	-	-	1.00	1.00
Facilities Maintenance Superintendent	-	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Seasonal Laborer (10 Month)	2.50	2.50	2.50	2.50	2.50	0.82	0.82
Total Full-Time Equivalents	10.00	11.00	11.00	11.00	11.00	10.32	10.32
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Regional Trail Signage	3	2022	Purchase	\$ 45,000	\$ -	\$ -	
1/2 Ton 4WD Truck	1	2023	Purchase	38,000	-	-	
1/2 Ton 4WD Long Box Truck	1	2023	Purchase	36,000	-	-	
Truck Mounted Salt Spreader	1	2024	Purchase	10,000	-	-	
Utility Vehicle	1	2024	Purchase	40,000	-	-	
Wheel Loader	1	2025	Purchase	-	154,708	-	
Total Capital Outlay				\$ 169,000	\$ 154,708	\$ -	

Activity: Recreation		Department: Parks and Recreation			Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	20	121	(288)	-	-	-	-
Intergovernmental	-	2,000	2,000	2,000	2,000	-	-
Service Charges	340,702	614,600	636,101	506,000	566,000	594,000	622,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	15,096	25,934	30,121	18,000	23,000	23,000	23,000
Total Revenues	\$ 355,818	\$ 642,655	\$ 667,934	\$ 526,000	\$ 591,000	\$ 617,000	\$ 645,000
Expenditure Summary:							
Personal Services	\$ 316,432	\$ 465,177	\$ 398,709	\$ 473,214	\$ 476,132	\$ 502,905	\$ 536,532
Contractual Services	147,591	351,791	378,651	394,514	405,214	414,714	422,900
Commodities	39,743	47,995	61,218	68,700	61,700	63,700	65,700
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 503,766	\$ 864,963	\$ 838,578	\$ 936,428	\$ 943,046	\$ 981,319	\$ 1,025,132
Personnel Summary:							
Recreation Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	2.50	2.50	1.50	1.50	1.50	1.50	1.50
Total Full Time Equivalents	3.50	3.50	2.50	2.50	2.50	2.50	2.50
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: Community Centers		Department: Parks and Recreation				Program: Culture and Recreation	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	39,777	81,147	90,159	77,000	84,000	84,000	84,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	83,801	134,783	104,000	124,000	126,000	128,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	100	200	-	-	-	-
Total Revenues	\$ 39,777	\$ 165,048	\$ 225,142	\$ 181,000	\$ 208,000	\$ 210,000	\$ 212,000
Expenditure Summary:							
Personal Services	\$ -	\$ 66,085	\$ 262,807	\$ 296,121	\$ 296,174	\$ 313,002	\$ 330,151
Contractual Services	19,350	76,798	185,655	246,699	236,677	248,110	259,253
Commodities	1,548	20,892	31,939	42,500	46,500	47,500	48,500
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 20,898	\$ 163,775	\$ 480,401	\$ 585,320	\$ 579,351	\$ 608,612	\$ 637,904
Personnel Summary:							
Recreation Supervisor	-	-	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	-	0.69	0.69	0.69	0.69	0.69	0.69
Administrative Clerk	-	1.12	1.12	1.12	1.12	1.12	1.12
Total Full Time Equivalents	-	1.81	2.81	2.81	2.81	2.81	2.81
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
None	-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay				\$ -	\$ -	\$ -	

Activity: Aquatic Centers	Department: Parks and Recreation				Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	28,727	38,850	43,803	33,000	33,000	33,000	33,000
Intergovernmental	-	-	5,500	-	-	-	-
Service Charges	752,026	1,163,722	1,194,909	1,045,000	1,142,000	1,123,000	1,140,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	87,104	239,515	227,738	184,000	204,000	204,000	204,000
Total Revenues	\$ 867,857	\$ 1,442,087	\$ 1,471,950	\$ 1,262,000	\$ 1,379,000	\$ 1,360,000	\$ 1,377,000
Expenditure Summary:							
Personal Services	\$ 381,917	\$ 654,628	\$ 728,431	\$ 842,924	\$ 857,915	\$ 895,831	\$ 935,315
Contractual Services	173,607	334,217	618,877	493,353	505,174	347,917	403,411
Commodities	108,123	229,348	260,515	261,455	318,332	310,141	274,480
Capital Outlay	9,980	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 673,627	\$ 1,218,193	\$ 1,607,823	\$ 1,597,732	\$ 1,681,421	\$ 1,553,889	\$ 1,613,206
Personnel Summary:							
Recreation Supervisor	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Lead Park Maintenance Technician	0.50	0.50	-	-	-	-	-
Park Maintenance Technician II	-	-	0.50	0.50	0.50	0.50	0.50
Total Full Time Equivalents	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: Prairie Ridge Sports Complex	Department: Parks and Recreation				Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	119,620	141,812	136,871	110,757	131,484	132,743	134,053
Intergovernmental	-	-	-	-	-	-	-
Service Charges	6,125	4,031	5,921	4,000	5,000	5,000	5,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	213,213	241,237	209,024	265,843	267,502	279,133	293,090
Total Revenues	\$ 338,958	\$ 387,080	\$ 351,816	\$ 380,600	\$ 403,986	\$ 416,876	\$ 432,143
Expenditure Summary:							
Personal Services	\$ 463,978	\$ 498,304	\$ 568,043	\$ 662,120	\$ 639,058	\$ 684,682	\$ 714,420
Contractual Services	187,543	180,509	192,985	228,731	249,322	277,632	284,417
Commodities	161,771	188,729	192,099	231,877	231,193	260,744	258,348
Capital Outlay	74,240	8,112	77,333	88,946	102,465	13,527	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 887,532	\$ 875,654	\$ 1,030,460	\$ 1,211,674	\$ 1,222,038	\$ 1,236,585	\$ 1,257,185
Personnel Summary:							
Sports Facilities Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Groundskeeper II	-	-	1.00	1.00	1.00	1.00	1.00
Groundskeeper I	2.00	2.00	1.00	1.00	1.00	1.00	1.00
Seasonal Laborer (10 Month)	0.83	0.83	0.83	0.83	0.83	0.83	0.83
Seasonal Laborer (9 Month)	4.50	4.50	4.50	4.50	4.50	4.50	4.50
Seasonal Laborer (4 Month)	-	-	0.33	0.33	0.33	0.33	0.33
Total Full Time Equivalents	8.33	8.33	8.66	8.66	8.66	8.66	8.66
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
GPS Guided Painter		1	2024	Purchase	\$ 54,000	\$ -	\$ -
Mower		2	2024	Purchase	48,465	-	-
Utility Vehicle		1	2025	Purchase	-	13,527	-
Total Capital Outlay					\$ 102,465	\$ 13,527	\$ -

Activity: Hawkeye Park Sports Complex		Department: Parks and Recreation			Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	3,559	10,522	9,889	8,300	9,000	9,000	9,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	400	800
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	54,383	50,823	55,627	50,000	50,000	50,000	50,000
Total Revenues	\$ 57,942	\$ 61,345	\$ 65,516	\$ 58,300	\$ 59,000	\$ 59,400	\$ 59,800
Expenditure Summary:							
Personal Services	\$ 16,125	\$ 11,117	\$ 13,812	\$ 21,800	\$ 21,800	\$ 22,698	\$ 23,773
Contractual Services	5,217	6,220	23,138	7,720	9,320	9,820	11,120
Commodities	33,845	26,413	24,545	36,600	35,600	33,800	35,600
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 55,187	\$ 43,750	\$ 61,495	\$ 66,120	\$ 66,720	\$ 66,318	\$ 70,493
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Municipal Utilities

Most of the divisions of the Municipal Utilities department are considered business type activities/enterprise funds and their detail can be found in that section. Development engineering, however, is a division of the Municipal Utilities Department that is responsible for monitoring certain capital improvements and providing engineering services related to community and economic development. Therefore, this activity is supported by the general fund.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Upgrade Essential Infrastructure 	To provide technical review services to ensure high quality public improvement projects	Number of developer-funded public improvement projects reviewed and accepted	34	33	32	30	35
		Number of site plans and amendments reviewed	40	56	44	45	45
		Number of final and preliminary plats reviewed	45	46	23	30	35
	To provide development engineering review services for projects located within a two-mile radius of the corporate city limits.	Number of neighborhood plans and amendments reviewed	5	4	1	3	3
		Number of rezonings reviewed	10	10	8	10	10
		Number of annexations reviewed	0	1	4	2	2
		Number of comprehensive plan map amendments	1	2	2	2	2
	To review, issue and inspect right-of-way permits and private utility licenses	Number of right-of-way and private utility licenses reviewed, issued and inspected	422	409	374	375	375
		Percent of applications reviewed for approval within 48 hours	30%	50%	70%	75%	75%

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Completed construction of the Annual Sidewalk/Trail Construction Program, including cost sharing for sidewalk oversizing of \$70,625.
	Conducted final review and acceptance of 32 developer-funded public improvement projects that included construction of 46,967 linear feet of water main, 40,448 linear feet of sanitary sewer, 46,856 linear feet of storm sewer and 99,679 square yards of paving.
	Provided technical development engineering review services for 32 developer-funded public improvement projects, 44 site plans, 23 preliminary and final plats, 1 neighborhood plan, 4 annexations and 8 rezoning requests.
	Performed over 1,350 final inspections for residential and commercial lots.
	Continued to update the new development map for the City's website to provide information on approved and under construction development projects.
	Reviewed, issued and inspected 374 right-of-way and franchise utility permits.
	Reviewed and coordinated street light installation plans and inventory for all new developments.
	Created connection fees for the Fourmile Creek Trunk Sewer Connection District 3.
<i>In Progress Activities</i>	
	Complete design and letting phases for NE 62nd Street RCB Culvert for Four Mile Creek Tributary project to be constructed in 2024.
	Continue to establish utility connection fee districts for future development land within the Ankeny Plan 2040 limits.
	Identify and coordinate development agreements and/or cost sharing opportunities for large diameter public infrastructure installation related to future development.
	Continue to be active members of American Public Works Association (APWA).
<i>Upcoming Activities</i>	
	Request to add an engineering technician I position to assist with an increasing workload to include final engineering inspections. This is a shared request with the Community Development department.
<i>Trends and Issues</i>	
	Recent annexations, preliminary plats and development concepts submitted by developers indicate the potential for over 2,000 acres of land to be annexed and developed in the next five years.

Activity: Development Engineering		Department: Municipal Utilities			Program: Community and Economic Development		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	99,350	71,737	66,170	58,000	48,000	48,000	48,000
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	797	6,625	16,385	-	-	-	-
Total Revenues	\$ 100,147	\$ 78,362	\$ 82,555	\$ 58,000	\$ 48,000	\$ 48,000	\$ 48,000
Expenditure Summary:							
Personal Services	\$ 634,214	\$ 831,798	\$ 913,763	\$ 984,099	\$ 997,709	\$ 999,275	\$ 1,072,354
Contractual Services	16,721	17,635	30,493	35,282	38,268	40,338	41,884
Commodities	12,931	8,688	7,720	12,795	12,376	12,894	13,988
Capital Outlay	24,827	25,380	-	-	37,000	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 688,693	\$ 883,501	\$ 951,976	\$ 1,032,176	\$ 1,085,353	\$ 1,052,507	\$ 1,128,226
Personnel Summary:							
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Civil Engineer I	-	-	-	-	-	-	1.00
Engineering Technician III	1.00	1.00	1.00	1.00	-	-	-
Engineering Technician II	-	-	1.00	1.00	1.00	1.00	1.00
Engineering Technician I	1.25	1.00	-	-	1.00	1.00	1.00
Utility Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Permit Specialist	1.00	1.00	1.00	1.00	1.00	1.00	-
GIS Technician	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Total Full Time Equivalents	7.50	7.25	7.25	7.25	7.25	7.25	7.25
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
1/2 Ton 4WD Truck		1	2023	Purchase	\$ 37,000	\$ -	\$ -
Total Capital Outlay					\$ 37,000	\$ -	\$ -

Community Development

Day-to-day activities include long-range planning, reviewing development proposals for conformance to the Ankeny Comprehensive Plan and adopted codes and policies of the City; review and approval of building permit applications; managing planning projects; enforcing building, zoning, subdivision, housing and nuisance codes; supporting the Plan and Zoning Commission, the Zoning Board of Adjustment, the Board of Examiners and Appeals and the Prairie Trail Architectural Review Board; and provide professional expertise related to managing community growth.

The Community Development Department is comprised of the following divisions:

Code Enforcement – is responsible for maintaining and enforcing the City’s building code regulations.

Community Development – is responsible for maintaining the City’s zoning regulations and assisting citizens and companies with planning and site development.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Upgrade Essential Infrastructure 	To facilitate and process development in accordance with adopted plans and regulations	Total construction valuation (in millions)	\$544	\$505	\$409	\$300	\$350
		Quality of new development – excellent or good ⁽¹⁾	73%			73%	
		Land use, planning and zoning – excellent or good ⁽¹⁾	57%			57%	
Ensure Economic Vitality 	To grow Ankeny in a responsible and environmentally sound manner consistent with the Comprehensive Plan	Additional acres platted	463	635	253	500	600
		Number of new dwelling units	1,402	1,067	983	1,000	1,000
	To protect the community through permit issuance and construction inspections	Number of building permits issued	3,383	2,959	2,639	2,700	2,800
		Number of code enforcement cases	1,216	1,448	971	1,000	1,200
	To enhance the quality of life in Ankeny through the enforcement of City codes	Code enforcement – excellent or good ⁽¹⁾	60%			60%	

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Continued growth in all measurable department work functions.
	Continued high number of rezonings, plattings, site plans, as well as single-family residential, multi-family residential, commercial, industrial and institutional permits.
	Continued high number of cases handled by various boards, including the Plan and Zoning Commission, the Zoning Board of Adjustment and the Prairie Trail Architectural Review Board.
	Issued over 2,300 total permits for the 12th consecutive year.
	Performed over 20,000 inspections for the fifth consecutive year.
	Conducted over 8,000 rental unit inspections.
	Continued high number of code complaints and enforcement.
	Implemented online permit portal for the submission of all permit and license applications.
	Coordinated processes, policies and procedures related to development inspections and certificates of occupancy with Development Engineering and Storm Water divisions.
	Hosted annual builders' luncheon.
	Acquired and implemented project management software for permits and inspection staff to increase workforce efficiency.
	Made significant progress on the Zoning and Subdivision Code update.
	Senior planner acquired credentials to become a certified floodplain manager.
	Applied to become FEMA Community Rating System (CRS) community.
<i>In Progress Activities</i>	
	Manage ongoing daily planning, development, building, code enforcement and floodplain management workload.
	Upgrade LAMA software from on-premise to cloud-hosted for enhanced features and security.
	Promote combination inspector I to combination inspector II.
	Begin search for a qualified plans examiner to fill the currently vacant position.
	Continue work on the application process to become a FEMA CRS community.
	Resume annual Plan and Zoning Commission retreat following COVID-19. This half-day retreat provides valuable training for the Plan and Zoning Commission members.
	Continue work on the Zoning and Subdivision Ordinance update.
	Develop new zoning map. The updated zoning regulations will include new zoning districts that will cause a majority of the City to be rezoned into the appropriate new districts.
	Begin the special census process.
	Continue department cross training.

	Continue to review processes, policies and procedures to be as efficient and effective as possible.
<i>Upcoming Activities</i>	
	Request to convert current part-time permits clerk to full-time permits clerk.
	Review and adopt 2024 “I” code series along with updated State electrical and plumbing codes.
	Request to promote code enforcement officer I to code enforcement officer II when current staff attains the required certifications and experience.
	Continue the special census process.
	Acceptance into the FEMA CRS community.
	Cross train building inspectors with plan review processes.
<i>Trends and Issues</i>	
	Increase in number of building permits, projects and inspections relative to departmental staffing levels.
	Increase in number and complexity of code enforcement cases.
	Slowdown in development and construction activity due to increasing construction costs, rising interest rates and worker shortages.
	Expectation for immediate action and results as complaints from all facets of the community continue to increase.

Activity: Code Enforcement	Department: Community Development				Program: Public Safety		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	2,867,139	2,541,217	2,286,328	1,543,100	1,313,200	1,543,100	1,661,100
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	450,969	609,287	432,628	313,000	244,000	335,500	404,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,764	3,086	2,194	1,000	2,000	2,000	2,000
Total Revenues	\$ 3,319,872	\$ 3,153,590	\$ 2,721,150	\$ 1,857,100	\$ 1,559,200	\$ 1,880,600	\$ 2,067,100
Expenditure Summary:							
Personal Services	\$ 1,513,146	\$ 1,661,292	\$ 1,787,470	\$ 1,946,096	\$ 1,922,622	\$ 2,012,039	\$ 2,126,304
Contractual Services	115,176	198,711	147,657	169,221	179,342	190,186	201,002
Commodities	27,538	26,220	26,056	37,157	38,985	34,148	35,408
Capital Outlay	24,448	-	69,829	-	-	40,600	39,600
Debt Service	717	717	-	-	-	-	-
Total Expenditures	\$ 1,681,025	\$ 1,886,940	\$ 2,031,012	\$ 2,152,474	\$ 2,140,949	\$ 2,276,973	\$ 2,402,314
Personnel Summary:							
Chief Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspection Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Combination Inspector II	4.00	4.00	4.00	5.00	5.00	5.00	5.00
Combination Inspector I	1.00	1.00	1.00	-	-	-	-
Code Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer II	2.00	2.00	2.00	3.00	1.00	3.00	3.00
Code Enforcement Officer I	-	1.00	1.00	-	2.00	-	-
Permits Supervisor	-	1.00	1.00	1.00	1.00	1.00	1.00
Permits Specialist	1.00	-	-	-	-	-	-
Permits Technician	-	-	1.00	1.00	1.00	1.00	1.00
Permits Clerk	2.50	2.50	1.50	1.50	1.50	1.50	1.50
Administrative Clerk	0.56	0.56	0.56	0.56	0.56	0.56	0.56
Total Full-Time Equivalents	15.06	16.06	16.06	16.06	16.06	16.06	16.06
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
1/2 Ton 4WD Truck	1	2025	Purchase	\$ -	\$ 40,600	\$ -	
1/2 Ton 4WD Truck	1	2026	Purchase	-	-	39,600	
Total Capital Outlay				\$ -	\$ 40,600	\$ 39,600	

Activity: Community Development		Department: Community Development				Program: Community and Economic Development	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	47,560	51,625	38,450	22,000	30,000	22,000	25,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	23	815	212	-	-	-	-
Total Revenues	\$ 47,583	\$ 52,440	\$ 38,662	\$ 22,000	\$ 30,000	\$ 22,000	\$ 25,000
Expenditure Summary:							
Personal Services	\$ 814,467	\$ 1,019,894	\$ 1,098,349	\$ 1,168,587	\$ 1,176,410	\$ 1,237,970	\$ 1,303,989
Contractual Services	29,090	41,730	37,744	49,003	80,238	109,658	50,290
Commodities	3,097	875	410	1,562	1,450	1,450	1,450
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 846,654	\$ 1,062,499	\$ 1,136,503	\$ 1,219,152	\$ 1,258,098	\$ 1,349,078	\$ 1,355,729
Personnel Summary:							
Community Development Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planning Manager	-	1.00	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	-	-	-	-	-	-
Senior Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Associate Planner	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	9.00	9.00	9.00	9.00	9.00	9.00	9.00
Capital Outlay Summary:							
		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-	-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Economic Development

The Economic Development department provides comprehensive services to existing and prospective businesses by assisting with site and building information, providing responsible financial assistance and offering guidance through the development process. The department also works to implement the City's long-term economic development strategy which includes building meaningful and lasting partnerships, external marketing, workforce development and identifying and preparing development options for continued economic growth to strengthen Ankeny's position as a regional business center.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Ensure Economic Vitality 	To build and maintain strong relationships with existing businesses to encourage their retention and expansion	Number of business retention visits	30	30	27	35	35
		Ankeny as a place to work – excellent or good ⁽¹⁾	80%			82%	
		Employment opportunities – excellent or good ⁽¹⁾	74%			75%	
	To create an environment, as well as opportunities, that attract new businesses and investment	Number of development agreements executed	6	1	1	1	3
		Total investment supported by development agreements (in millions)	\$63	\$20	\$45	\$50	\$60
		Total number of jobs created or retained by development agreements	273	25	75	45	50
		Average annual salary of new jobs created	\$47,223	\$43,680	\$75,230	\$55,000	\$57,500

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Established a strong pipeline of projects, some of which are expected to move forward in fiscal year 2024 or 2025.
	Completed negotiations and gained approval of a development agreement and IEDA High Quality Jobs Program award for SPAL-USA.
	Closed out the 2013 Crosswinds RISE reimbursement agreement and settled three repayment agreements from a 2007 planning agreement for the Crosswinds Business Park.
	Chaired the Ride Right committee for RAGBRAI and handled homeowner communication for over 1,200 households in Ankeny.
	Worked closely with the Polk County Auditor's Office to close three urban renewal amendment areas due to their expiration.

	• Worked with the Greater Des Moines Partnership and other regional partners to establish site criteria and launch the Partnership's Site Readiness Program.
	• Partnered with the Ankeny Area Chamber of Commerce and Ankeny Business & Industry Collaborative (ABIC) to finalize the redesign of the Ankeny Leadership Institute and hire a new program facilitator.
	• Finalized and shared conceptual plans for the High Trestle Trail Experience Park.
	• Issued a request for proposal for the South Ankeny Boulevard Corridor Revitalization Plan.
	• Completed the tree replacement and landscaping project in Uptown Ankeny.
	• Completed the Northwestern Trailhead and DART bus shelter art projects.
	• Served on the Mid-Iowa Planning Alliance Board and committee to create a Site Readiness Program for development ready sites.
	• Closed out four development agreements and monitored payroll for six development agreements.
	• Assisted with site selection for several projects, both large and small, that added investment and increased employment opportunities in Ankeny.
<i>In Progress Activities</i>	
	• Redesign urban renewal area map to clearly show existing boundaries and all amendment areas.
	• Select consultant for the South Ankeny Boulevard Corridor Plan and begin planning process.
	• Complete Iowa DOT RISE grant application for the SE Creekview Drive Extension project.
	• Support Uptown Association with their Main Street Iowa application.
	• Complete data integration in web-based customer relation management and project tracking software.
	• Create conference attraction and tourism materials for targeted outreach.
	• Pursue grants and donations for the High Trestle Trail Experience Park.
<i>Upcoming Activities</i>	
	• Complete South Ankeny Boulevard Corridor Plan.
	• Create new demographic and growth maps for developers and retailers.
	• Evaluate need for redevelopment incentives for targeted revitalization efforts.
	• Work with Community Development department to identify future business parks and begin getting new commercial and industrial areas ready for development.
	• Propose additional bicycle tourism and economic development projects and initiatives and identify outside funding sources for improvements.
	• Work with property owners to update Crosswinds Planned Unit Development (PUD) to allow for more diverse users.
<i>Trends and Issues</i>	
	• Identify and implement new ways to market and promote Ankeny.

Activity: Economic Development		Department: Economic Development				Program: Community and Economic Development	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	3,000	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 294,976	\$ 302,760	\$ 319,903	\$ 334,578	\$ 335,271	\$ 346,036	\$ 358,590
Contractual Services	22,968	43,283	34,332	56,623	131,964	56,664	57,564
Commodities	430	95	120	1,350	1,557	1,350	1,350
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 318,374	\$ 346,138	\$ 354,355	\$ 392,551	\$ 468,792	\$ 404,050	\$ 417,504
Personnel Summary:							
Economic Development Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Communications

Communications is responsible for planning and implementing a comprehensive communications program that includes managing the City's website and social media; holding surveys and focus groups; drafting brochures, news releases, flyers and posters; leading or helping organize special events, community enhancement programs and public awareness campaigns; enhancing internal employee communications and awareness; and handling all media relations, reputation management and crisis communications efforts.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Strengthen Community Engagement 	To serve as the City's Public Information Office, fostering positive relations with the news media to ensure fair and accurate coverage and to increase citizen awareness, interest and participation in their City government.	Total number of social media followers	43,243	49,423	53,752	48,500	51,025
		Number of individual users of the City's website	389,062	486,178	445,546	500,000	525,000
		Public information services – excellent or good ⁽¹⁾	71%			73%	

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Launched new City website that is ADA complaint with microsites for Economic Development, Library, Parks and Recreation and Police departments.
	Coordinated and collaborated event communication for RAGBRAI.
	Created and managed media room, event signage and the “Ankeny Experience” for RAGBRAI.
	Planned and executed the Ankeny Northwestern Trailhead ribbon cutting.
	Held successful annual Mayor’s Tree Lighting and Fireworks at The District in Prairie Trail.
	Partnered with Uptown Ankeny Association on Winter Wonder Lights and Miracle on 3rd Street in Uptown Ankeny.
	Planned and executed annual employee appreciation tailgate and service award luncheon.
	Managed media relations and social media.
<i>In Progress Activities</i>	
	Continue communication of the Transportation Master Plan (TMP).
	Complete triennial citizen survey.

	• Continue communications of the Capital Improvement Program projects to the community on an ongoing basis.
	• Convert all PDFs to online fillable forms on the City's websites.
	• Add payment portal for special events, classes, permits and more.
	• Work with Human Resources department to develop recruitment strategies for hard to fill positions.
<i>Upcoming Activities</i>	
	• Update brand templates and design.
	• Plan and hold ground breaking ceremony for Fire Station No. 4.
	• Plan and promote employee appreciation luncheon.
<i>Trends and Issues</i>	
	• Staffing levels in the Communications department.
	• Maintaining a consistent, engaging and authentic online presence.

Activity: Communications	Department: Communications				Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	5	2,446	-	-	-	-	-
Total Revenues	\$ 5	\$ 2,446	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 265,226	\$ 277,141	\$ 296,708	\$ 311,277	\$ 314,395	\$ 334,337	\$ 346,741
Contractual Services	59,437	112,663	124,155	151,536	157,175	137,660	141,060
Commodities	4,422	4,944	1,727	3,100	4,808	3,100	3,100
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 329,085	\$ 394,748	\$ 422,590	\$ 465,913	\$ 476,378	\$ 475,097	\$ 490,901
Personnel Summary:							
Communications Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Communications Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
None	-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay				\$ -	\$ -	\$ -	

Human Resources

Human Resources provides a wide range of services to City departments such as recruiting, selecting, testing and hiring the City's workforce. In addition, the department processes payroll along with managing employee benefits such as health insurance and workers compensation.

Council Goal	Department Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Become the Employer of Choice 	To recruit and retain well trained, dedicated and hardworking employees	Number of employment applications received	2,105	3,215	2,032	2,350	2,350
		Turnover rate, including retirements	3.59%	7.46%	8.31%	4.66%	4.66%
	To administer the payroll function, including all benefit programs, accurately and cost efficiently	Number of employees (number of W-2's issued)	638	738	805	815	815
		Number of paychecks issued	10,314	12,304	12,563	13,334	13,334
		Percent of employees receiving payment by EFT	98.28%	98.56%	99.20%	99.20%	99.20%

Activities and Accomplishments

Recent Accomplishments

- Filled 9 new FTE positions and replaced 57 FTE positions during fiscal year 2023.
- Amended employee handbook to increase travel and training expense maximums and added flexible work hours for several positions.
- Negotiated new collective bargaining agreements with American Federation of State, County and Municipal Employees (AFSCME) Union.
- Maintained health and dental insurance premiums for employees.
- Implemented pilot flexible work schedule program.
- Implemented new employee orientation and onboarding program.
- Held annual employee appreciation tailgate and service award luncheon.

In Progress Activities

- Recruit new FTE positions authorized in the fiscal year 2024 budget.
- Establish permanent and secure online retention system for personnel files.
- Upgrade timekeeping software to migrate from on-premise to cloud hosted for better work flow efficiency.
- Update safety policies and emergency maps for all city facilities.
- Increase usage of the learning management software training offerings.

	• Develop 2024 employee training calendar for safety and other required annual trainings.
<i>Upcoming Activities</i>	
	• Negotiate new collective bargaining agreement with the AFSCME Union.
	• Complete annual review and update of employee handbook and other personnel policies.
	• Conduct employee satisfaction survey.
	• Research and evaluate onboarding systems.
	• Research timekeeping software to better integrate with financial and payroll software.
	• Continue to monitor for new laws and regulations.
	• Continue to focus on becoming more paperless.
<i>Trends and Issues</i>	
	• Develop more creative recruitment strategies for hard to fill positions through social media campaigns and job fairs.
	• Reduced pool of applicants for public safety positions.
	• Rising health care costs.
	• Competition with private sector for talent (e.g. remote work, flexible schedules and generous PTO).
	• Engage in succession planning for key roles within the organization.

Activity: Human Resources	Department: Human Resources				Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	10,000	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 363,620	\$ 369,852	\$ 397,668	\$ 418,415	\$ 418,943	\$ 436,231	\$ 454,596
Contractual Services	37,782	38,415	60,005	68,980	70,980	72,980	75,180
Commodities	10,215	12,456	18,768	29,650	44,350	38,350	38,350
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 411,617	\$ 420,723	\$ 476,441	\$ 517,045	\$ 534,273	\$ 547,561	\$ 568,126
Personnel Summary:							
Human Resources Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

City Manager

The City Manager's Office ensures that the policy direction set by the City Council is implemented and that the City's delivery of public services is provided in an efficient and cost-effective manner. The following activities are categorized in the City Manager's Office for budget management purposes:

Cemetery – provides support to the Oralabor Cemetery.

Aviation Authority – the aviation authority activity accounts for the City's contribution to the Polk County Aviation Authority (PCAA).

Housing Authority – accounts for the administration of a Metro Home Improvement Program created through a 28E Agreement between the Des Moines area metro cities. The program is administered by the City of West Des Moines. It also accounts for the Housing Choice Voucher Program (Section 8) created through a 28E Agreement with the City of Des Moines.

Mayor and City Council – this activity includes the legislative and policy-making body of the City. The Mayor and five City Council members are elected at large. The Mayor, with approval of the City Council, appoints members to boards and commissions of the City.

City Manager – is the highest level of management in the City and is responsible for the general coordination of all city activities. The City Manager's Office serves as the principal advisor to the Mayor and City Council on matters relating to the overall operations of the city and works to create a strong working relationship between elected officials and staff.

City Hall Building – provides for the utilities, maintenance and repair of the City Hall building where all general government departments are located.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Exercise Financial Discipline 	To provide strong financial responsibility as stewards of the City of Ankeny budget	Total expenditures per capita	\$2,272	\$2,291	\$2,260	\$2,584	\$2,455
		General fund expenditures per capita	\$465	\$504	\$553	\$617	\$633
		Overall direction the City of Ankeny is taking – excellent or good ⁽¹⁾	68%			68%	
	To prepare a budget that serves as a financial plan, operations guide and policy document						
		GFOA Distinguished Budget Presentation Award	Awarded	Awarded	Awarded	Awarded	Awarded

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Deliver Exceptional Service 	To manage development of the City in order to meet the public demands, needs and expectations	Capital spending as a percent of budgeted expenditures	21.69%	20.57%	29.08%	34.54%	28.98%
		Services provided by the City of Ankeny – excellent or good ⁽¹⁾	78%			78%	
		Overall quality of life in Ankeny – excellent or good ⁽¹⁾	93%			93%	
Enhance Quality of Life 	To manage the City consistent with the strategic goals of the City Council and the needs of the community	Property tax levy rate	\$10.00	\$9.95	\$9.90	\$9.90	\$9.90
		Value of services for the taxes paid – excellent or good ⁽¹⁾	53%			53%	
		Full-time equivalent employees per 1,000 population	4.89	4.86	4.88	4.83	4.65
Ensure Economic Vitality 	To ensure that the City is financially sound, demonstrating long-term stability and creditworthiness	General obligation (GO) bond rating ⁽²⁾	Aa1	Aa1	Aa1	Aa1	Aa1
		GO annual appropriation bond rating ⁽²⁾	Aa2	Aa2	Aa2	Aa2	Aa2
		Water revenue bond rating ⁽²⁾	Aa2	Aa2	Aa2	Aa2	Aa2
		Sewer revenue bond rating ⁽²⁾	Aa3	Aa3	Aa3	Aa3	Aa3
Provide Regional Leadership 	To actively participate in leading public interest organizations and advocate for policies that advance the interests of Ankeny citizens	Generally acting in the best interest of the community ⁽¹⁾	63%			63%	

⁽¹⁾ Triennial Citizen Survey results

⁽²⁾ Moody's Investors Service rating

Activity: Cemetery		Department: City Manager			Program: Culture and Recreation		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	1,200	600	-	600	1,200	600	600
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,200	\$ 600	\$ -	\$ 600	\$ 1,200	\$ 600	\$ 600
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: Aviation Authority		Department: City Manager			Program: Public Works		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ 580,365	\$ 621,186	\$ 651,414	\$ 683,324	\$ 683,324	\$ 709,981	\$ 734,509
Non-Property Taxes	4,314	4,936	5,049	4,966	4,966	4,379	4,520
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	15,495	16,067	12,351	14,182	14,179	9,612	6,706
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 600,174	\$ 642,189	\$ 668,814	\$ 702,472	\$ 702,469	\$ 723,972	\$ 745,735
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	597,335	637,576	669,455	702,928	702,928	724,016	745,736
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 597,335	\$ 637,576	\$ 669,455	\$ 702,928	\$ 702,928	\$ 724,016	\$ 745,736
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: Housing Authority		Department: City Manager			Program: Community and Economic Development		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	27,969	8,208	28,454	23,707	23,707	43,968	14,237
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 27,969	\$ 8,208	\$ 28,454	\$ 23,707	\$ 23,707	\$ 43,968	\$ 14,237
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: Mayor and City Council		Department: City Manager			Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	248	-	-	-	-	-	-
Total Revenues	\$ 248	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 49,165	\$ 48,753	\$ 49,518	\$ 60,452	\$ 49,496	\$ 49,501	\$ 49,692
Contractual Services	70,823	109,687	153,879	461,675	491,594	153,754	135,921
Commodities	959	2,204	1,309	2,800	2,800	2,800	2,800
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 120,947	\$ 160,644	\$ 204,706	\$ 524,927	\$ 543,890	\$ 206,055	\$ 188,413
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: City Manager		Department: City Manager		Program: General Government			
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	315	-	-	-	-
Total Revenues	\$ -	\$ -	\$ 315	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 768,184	\$ 935,775	\$ 978,434	\$ 1,077,958	\$ 1,101,600	\$ 1,139,032	\$ 1,193,747
Contractual Services	39,151	112,943	35,720	56,739	85,036	158,214	58,707
Commodities	1,884	3,197	3,877	7,750	7,750	7,750	7,750
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 809,219	\$ 1,051,915	\$ 1,018,031	\$ 1,142,447	\$ 1,194,386	\$ 1,304,996	\$ 1,260,204
Personnel Summary:							
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Services Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Airport Manager	-	0.38	0.38	0.38	0.38	0.38	0.38
Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Budget Analyst	-	-	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	4.00	4.38	5.38	5.38	5.38	5.38	5.38
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Activity: City Hall Building		Department: City Manager			Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	11,034	-	-	-	-	-	-
Total Revenues	\$ 11,034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	65,148	64,997	60,558	80,433	140,240	84,386	88,399
Commodities	3,146	9,819	8,922	11,715	13,560	13,414	13,442
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 68,294	\$ 74,816	\$ 69,480	\$ 92,148	\$ 153,800	\$ 97,800	\$ 101,841
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

City Clerk

The City Clerk is responsible for maintaining all public records, which consists of storage, scanning and retention of official records. In addition to records management, the Clerk's Office oversees and issues numerous licenses and permits.

Council Goal	Department Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Deliver Exceptional Service 	To prepare City Council and Polk County Aviation Authority agendas and minutes	Number of meeting agendas and minutes prepared	41	54	56	55	55
		Percent of agendas and minutes timely published per code requirements	100%	100%	100%	100%	100%
	To provide records management including City Council and Polk County Aviation Authority action dispositions	Number of resolutions processed	529	560	626	540	550
		Number of ordinances codified	34	58	38	40	40
		Number of legal notices published	277	247	261	260	270
		Percent of legal notices timely published per code requirements	100%	100%	100%	100%	100%
		Number of open records requests completed	71	144	157	165	180
	To monitor business and miscellaneous activities within the City through license and permit issuance	Number of license and permit applications received	2,683	4,728	3,667	4,000	4,200

Activities and Accomplishments

Recent Accomplishments

- Processed 521 permit applications (e.g. cigarette, beer and liquor, hunting, mobile food vendor, noise, peddler/solicitor, solid waste and special events/block parties).
- Processed 167 public records requests.
- Coordinated with the Iowa Department of Inspections and Appeals, Ankeny Area Chamber of Commerce, Uptown Association and The District at Prairie Trail for RAGBRAI vendors.
- Researched options to replace current agenda management software.

	• Researched public records request management software to be utilized by the City Clerk and Police departments.
	• Continued records management project to audit and digitize paper documents.
	• Collaborated with Parks and Recreation department to identify a replacement software for pet licensing and dog park pass management.
	• Replaced postage machines at City Hall and Ankeny Kirkendall Public Library to meet USPS regulations.
<i>In Progress Activities</i>	
	• Initiate new communication methods to notify residents of pet licensing requirements.
	• Convert permit applications to website forms to improve service, efficiency and tracking.
	• Obtain quotes, participate in demonstrations and implement a public records request management software to be co-managed by the City Clerk and the Police departments.
	• Obtain quotes and schedule demonstrations for city staff to review agenda management software options.
	• Begin conversion to a new agenda management software.
	• Inventory and organize archived documents that are stored at the Police department and digitize when appropriate.
<i>Upcoming Activities</i>	
	• Implement an online payment portal for permit and license fees.
	• Complete records management project to audit and digitize paper documents.
<i>Trends and Issues</i>	
	• Increased costs for required legal publications and codifying new and amended codes.
	• Continued decrease in pet licenses.
	• Continued demand for self-service and access to city information and services.
	• Increased number of permits, requests and expectations related to the use of city services and staff.

Activity: City Clerk		Department: City Clerk			Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	79,589	185,879	141,893	120,400	150,400	131,400	131,400
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	19	-	167	-	-	500	1,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	2,555	1,271	84	-	-	-	-
Total Revenues	\$ 82,163	\$ 187,150	\$ 142,144	\$ 120,400	\$ 150,400	\$ 131,900	\$ 132,400
Expenditure Summary:							
Personal Services	\$ 386,716	\$ 367,283	\$ 397,325	\$ 426,370	\$ 426,346	\$ 451,497	\$ 480,401
Contractual Services	50,992	61,883	51,235	100,140	99,797	74,666	100,266
Commodities	3,400	3,860	3,192	4,900	4,900	5,100	4,900
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 441,108	\$ 433,026	\$ 451,752	\$ 531,410	\$ 531,043	\$ 531,263	\$ 585,567
Personnel Summary:							
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Clerk	1.60	1.60	1.00	1.00	1.00	1.00	1.00
Administrative Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	4.60	4.60	4.00	4.00	4.00	4.00	4.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Finance

Finance is responsible for the accurate and timely recording of all financial transactions and safeguarding the City's assets. This includes accounts receivable, accounts payable, grant management, debt management, managing the City's accounting system, preparing financial reports, preparing budget documents and reports and filing State and Federal financial reports.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Exercise Financial Discipline 	To prepare financial reports that go beyond the minimum requirements to demonstrate transparency and full disclosure	GFOA Excellence in Financial Reporting Award	Awarded	Awarded	Awarded	Awarded	Awarded
	To make timely payments to vendors in an efficient, cost effective manner while protecting the City from fraud and waste	Number of accounts payable claims ⁽¹⁾	28,130	18,459	30,182	32,000	34,000
		Percent of accounts payable claims paid electronically ⁽¹⁾	67.14%	41.10%	67.84%	68.75%	69.12%
	To collect revenue in an efficient and cost-effective manner while providing outstanding customer service	Average number of utility billing accounts	25,514	27,012	28,388	29,700	31,100
		Percent of utility payments received electronically	76.05%	78.46%	80.50%	82.00%	84.00%

⁽¹⁾ Reported for the calendar year

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Received GFOA Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report.
	Completed fiscal year 2022 audit with an unmodified opinion.
	Issued request for proposal for banking and custodial services. Nine bids were received from local banks resulting in a reduction in banking fees and significantly higher interest rates.
	Assisted Parks and Recreation department and City Clerk's office with the transition to a new software for pet licensing and dog park passes.
	Assisted Library staff with the transition to accept payments online for room rentals.

	Assisted Otter Creek Golf Course pro shop in replacing outdated range ball devices. This upgrade included the implementation of a new credit card processor.
<i>In Progress Activities</i>	
	Complete implementation of a new online payment solution for utility bills to enhance customer experience, streamline operations, utilize advanced technologies and reduce expenses.
	Review and analyze outcomes of the cost rate study for water and sewer rates, in collaboration with the Municipal Utilities department and consultant FCS Group.
	Maintain high standard of customer service in the Finance department, including utility billing in the face of increased workloads.
<i>Upcoming Activities</i>	
	Establish internal audit procedures to provide assurance that proper controls are in place to protect the City's assets and comply with all laws and regulations.
<i>Trends and Issues</i>	
	Uncertainty of the interest rate environment.

Activity: Finance	Department: Finance				Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ 23,419,363	\$ 25,067,452	\$ 27,334,822	\$ 28,868,992	\$ 28,868,992	\$ 32,465,822	\$ 33,528,919
Non-Property Taxes	2,624,127	3,576,891	4,335,364	3,829,025	4,189,025	4,240,434	4,310,542
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	387,142	229,616	2,119,112	2,315,305	3,716,805	3,018,305	2,318,305
Intergovernmental	654,440	678,798	554,267	664,875	669,950	515,340	387,969
Service Charges	24	60	322	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	9,341	10,565	10,000	-	-	-	-
Total Revenues	\$ 27,094,437	\$ 29,563,382	\$ 34,353,887	\$ 35,678,197	\$ 37,444,772	\$ 40,239,901	\$ 40,545,735
Expenditure Summary:							
Personal Services	\$ 465,750	\$ 429,624	\$ 475,121	\$ 523,447	\$ 537,575	\$ 565,725	\$ 592,684
Contractual Services	32,051	60,625	68,223	84,980	77,980	82,830	87,630
Commodities	1,301	1,389	2,634	2,750	6,150	3,250	3,250
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 499,102	\$ 491,638	\$ 545,978	\$ 611,177	\$ 621,705	\$ 651,805	\$ 683,564
Personnel Summary:							
Finance Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Clerk	2.00	2.00	1.63	1.63	1.63	1.63	1.63
Total Full Time Equivalents	5.00	5.00	4.63	4.63	4.63	4.63	4.63
Capital Outlay Summary:	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
None	-	-	-	\$ -	\$ -	\$ -	
Total Capital Outlay				\$ -	\$ -	\$ -	

Information Technology

Information Technology supports the network of the City including personal computers, printers and software utilized by all departments.

Council Goal	Department Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Deliver Exceptional Service 	To consolidate, maintain and update the computer network for uniformity, cost effectiveness and efficiency	Number of computers	530	519	583	585	590
		Number of computers replaced	130	147	106	168	153
		Number of supported computers per IT staff	151	148	167	167	131
		Number of supported staff per IT staff	182	211	230	236	187
		Number of printers	116	112	117	117	119
		Data network percent uptime	99.97%	99.98%	99.97%	99.98%	99.98%
	To maintain and update the VoIP phone system and keep it running smoothly	Number of VoIP phone sets	255	276	278	278	323
		VoIP system percent uptime	99.97%	99.99%	99.99%	99.99%	99.99%

Activities and Accomplishments

Recent Accomplishments

- Onboarded and trained new GIS specialist.
- Completed Iowa Communities Assurance Pool (ICAP) security assessment.
- Installed 90 new and replacement computers, laptops and smartphones.
- Worked with Polk County to test and migrate all patrol vehicle's mobile data terminals (MDT) onto their new remote connection server.
- Implemented IT help desk ticketing system.
- Deployed cybersecurity training subscription and phish alert button.
- Helped Police department evaluate and deploy new body camera and in car video solutions.
- Purchased and installed temperature and humidity sensors in several IT server rooms and closets.
- Enabled encryption on laptops to add additional security in case of lost or stolen devices.
- Replaced switches according to the planned routine hardware replacement schedule.

In Progress Activities

- Maintain GIS databases (e.g. 911 addressing and impervious surfaces).

	Promote moving some on-premise solutions to the cloud for additional flexibility and security.
	Plan for migration to Microsoft Office M365 and evaluate features and benefits.
	Move secondary internet connection for City Hall to the Police Department for improved redundancy.
	Procure, design, configure and deploy redundant switch stack at our redundant operation data center.
	Design, configure and deploy data center core network switches for City Hall creating a switch stack for growth and resiliency.
	Design, configure and deploy new network switches to build new security camera network for Otter Creek Golf Course, Cascade Falls Aquatic Center and Miracle Park.
	Engage third party to perform cyber security risk and penetration testing.
	Research, evaluate and recommend privileged access management, secure password manager, vendor remote access connection manager and server account password rotation solutions.
<i>Upcoming Activities</i>	
	Design GIS utilities datasets for multi-editor environment.
	Redesign GIS online maps in new open source environment.
	Install back log of new and replacement computers, laptops and tablets.
	Select consultant to migrate on-premise Microsoft licensing to M365 cloud licensing model.
	Research, evaluate and recommend new technology solutions to departments.
	Manage technology procurement and installation at Fire Station No. 4.
	Design, implement and manage video security surveillance solutions to expand to the remaining buildings.
	Manage and expand security awareness training.
	Request to update Incode server and database version.
<i>Trends and Issues</i>	
	Limited staff and increasing workloads.
	Continued growth of equipment (servers, switches, wireless access points, monitors, computers, cameras, etc.) and assuring future funding for routine network equipment replacements.
	Increased demand from staff to work remotely, from home, in the field, while attending conferences, or locations where the network does not exist, requiring cloud vendor supported solutions which are not approved or funded.
	Shadow IT at the department level without IT department knowledge.
	Associated costs in replacing ERP solution.
	Move from on-premise to cloud based solutions when appropriate.

Activity: Information Technology	Department: Information Technology				Program: General Government		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	266,797	340,235	333,771	410,946	420,095	436,613	436,988
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	755	980	7,871	-	3,279	-	-
Total Revenues	\$ 267,552	\$ 341,215	\$ 341,642	\$ 410,946	\$ 423,374	\$ 436,613	\$ 436,988
Expenditure Summary:							
Personal Services	\$ 695,510	\$ 779,057	\$ 790,887	\$ 868,754	\$ 859,245	\$ 894,450	\$ 937,205
Contractual Services	208,397	256,096	279,187	385,528	399,031	573,896	575,145
Commodities	126,355	287,717	256,153	389,500	422,100	278,100	235,600
Capital Outlay	19,213	20,355	-	-	-	-	-
Debt Service	17,713	17,713	8,857	-	-	-	-
Total Expenditures	\$ 1,067,188	\$ 1,360,938	\$ 1,335,084	\$ 1,643,782	\$ 1,680,376	\$ 1,746,446	\$ 1,747,950
Personnel Summary:							
IT Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Network Management Specialist	2.00	2.00	2.00	2.00	2.00	2.00	2.00
IT Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
GIS Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Hotel/Motel Tax Fund

Description of the Fund

The fund accounts for hotel/motel tax revenues and their subsequent disbursement.

The City levies a seven percent tax on hotel/motel rooms. These funds are accounted for separately and allocated by the City Council during the budget process. Funds are allocated for the following purposes:

- To support Des Moines area and local cultural facilities and organizations.
- To support Des Moines area and local economic development efforts.
- To support City projects and activities related to cultural activities or economic development efforts.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Hotel/motel tax collections over the past ten years have been as follows:



The COVID-19 pandemic significantly impacted hotel/motel tax collections, causing a dramatic revenue decline in fiscal year 2021 due to public health restrictions and safety measures that reduced travel spending. Revenues have since recovered and now exceed pre-pandemic levels, partly due to the recent construction of several new hotels. For fiscal year 2025, the City estimates it will receive \$2,277,000 in hotel/motel taxes. Additionally, other revenues include \$31,000 from interest income.

For fiscal year 2025, expenditures and transfers out total \$2,200,417, supporting various cultural and economic development efforts in the Des Moines area and locally. Detailed on the Hotel/Motel Tax Allocations page, the largest contributions go to Bravo Greater Des Moines and the Greater Des Moines Convention and Visitors Bureau, each receiving 2/7 of hotel/motel tax revenues, or \$650,571. New allocations include a \$336,775 contribution to the Des Moines Airport Authority for constructing a new terminal at the Des Moines International Airport, and a one-time \$10,000 donation, along with an in-kind contribution, to Ankeny's Sesquicentennial celebration.

Hotel/motel tax revenues must be expended in accordance with the Code of Iowa, Chapter 423A, which requires that at least fifty percent of the revenues be spent on various cultural and recreational purposes as defined in the Code. The remaining revenues may be spent for any lawful purpose of the city. For fiscal year 2025, the hotel/motel tax budget allocates \$1,919,917, or 87.25% of expenditures, to various cultural and recreational purposes. Additionally, \$280,500, or 12.75%, is

allocated to any lawful purpose, focusing on economic development, the intern program, support of Ankeny-based organizations and miscellaneous allocations.

Estimated Ending Fund Balance

The projected ending fund balance is \$899,527, an increase of \$107,583 or 13.58%. The increase is attributed to hotel/motel tax collections returning to pre-pandemic levels and the construction of several new hotels. The remaining fund balance is reserved for future allocations to cultural and economic development initiatives.

Hotel/Motel Tax Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 410,579	\$ 376,025	\$ 385,264	\$ 463,130	\$ 578,066	\$ 791,944	\$ 899,527
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	1,821	665	17,235	6,000	40,000	31,000	23,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	27,718	2,000	2,000	-	-	-	-
Total Revenues	\$ 29,539	\$ 2,665	\$ 19,235	\$ 6,000	\$ 40,000	\$ 31,000	\$ 23,000
Transfers In	834,306	1,527,170	2,119,476	1,982,000	2,211,000	2,277,000	2,345,000
Funds Available	\$ 1,274,424	\$ 1,905,860	\$ 2,523,975	\$ 2,451,130	\$ 2,829,066	\$ 3,099,944	\$ 3,267,527
Expenditures:							
Personal Services	\$ 17,036	\$ 26,325	\$ 42,053	\$ 96,217	\$ 56,000	\$ 56,000	\$ 56,000
Contractual Services	460,248	1,055,363	1,321,677	1,279,072	1,371,928	1,746,417	1,780,275
Commodities	11,115	11,070	2,549	7,000	5,000	5,000	5,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 488,399	\$ 1,092,758	\$ 1,366,279	\$ 1,382,289	\$ 1,432,928	\$ 1,807,417	\$ 1,841,275
Transfers Out	410,000	427,838	579,630	306,000	604,194	393,000	906,000
Ending Balance, June 30	<u>\$ 376,025</u>	<u>\$ 385,264</u>	<u>\$ 578,066</u>	<u>\$ 762,841</u>	<u>\$ 791,944</u>	<u>\$ 899,527</u>	<u>\$ 520,252</u>

Hotel/Motel Tax Allocations

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue							
Balance Forward	\$ 410,579	\$ 376,025	\$ 385,264	\$ 463,130	\$ 578,066	\$ 791,944	\$ 899,527
Ankeny Little League Loan Repayment	25,718	-	-	-	-	-	-
Forgivable Loan Repayment	2,000	2,000	2,000	-	-	-	-
Hotel/Motel Tax	834,306	1,527,170	2,119,476	1,982,000	2,211,000	2,277,000	2,345,000
Interest	1,821	665	17,235	6,000	40,000	31,000	23,000
Total Revenue Available	\$ 1,274,424	\$ 1,905,860	\$ 2,523,975	\$ 2,451,130	\$ 2,829,066	\$ 3,099,944	\$ 3,267,527
Chapter 423A.7.a - Appropriations							
Cultural and Entertainment Facilities							
Beats and Eats	\$ 15,000	\$ 15,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Bravo Greater Des Moines	194,667	480,030	605,565	566,286	631,714	650,571	670,000
Recreation							
High Trestle Trail Experience Park	-	200,000	300,000	-	293,000	-	500,000
High Trestle Trail Trailhead Restroom and Amenities	200,000	-	-	-	-	-	-
Prairie Ridge Sports Complex O & M	195,000	200,000	205,000	215,000	215,000	225,000	235,000
Tourism and Convention Business							
Ankeny Chamber of Commerce	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Des Moines Airport Authority	-	-	-	-	-	336,775	336,775
Greater Des Moines Convention & Visitors Bureau	194,667	480,030	605,565	566,286	631,714	650,571	670,000
Sister Cities	329	1,122	967	2,000	2,000	2,000	2,000
Total Chapter 423A.7.a - Appropriations	\$ 834,663	\$ 1,411,182	\$ 1,772,097	\$ 1,404,572	\$ 1,828,428	\$ 1,919,917	\$ 2,468,775
Chapter 423A.7.b - Appropriations							
Ankeny Based Organizations							
Ankeny Art Center	\$ -	\$ -	\$ 16,593	\$ -	\$ -	\$ -	\$ -
Ankeny Business & Industry Collaborative	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Ankeny Summerfest (in-kind contribution)	-	12,838	54,630	71,000	38,989	48,000	51,000
Uptown Ankeny Association	-	-	1,000	1,000	1,000	1,000	1,000
Economic Development							
Greater Des Moines Partnership	30,000	30,000	30,000	36,000	36,000	36,000	36,000
Organization Operations							
Intern Program	17,036	26,325	42,053	56,217	56,000	56,000	56,000
Miscellaneous Allocations							
Community Entrance Signage	-	-	-	-	2,000	100,000	100,000
High Trestle Trail Joint Public Service Agreement	-	-	5,000	5,000	5,000	5,000	5,000
High Trestle Trail Park and Greenway Master Plan	-	15,000	-	-	-	-	-
Library Holiday Lighting	-	9,011	-	5,000	5,000	5,000	5,000
Mayor's Tree Lighting	12,400	11,940	10,549	15,000	15,000	15,000	15,000
Northwest Water Tower Design	-	-	-	50,000	10,000	-	-
Ragbrai (direct expenses)	-	-	-	40,000	35,205	-	-
Sesquicentennial (donation & in-kind contribution)	-	-	-	-	-	10,000	5,000
Uptown Streetscape Plan	-	-	9,587	-	-	-	-
Other Miscellaneous Allocations	1,800	1,800	1,900	2,000	2,000	2,000	2,000
Total Chapter 423A.7.b - Appropriations	\$ 63,736	\$ 109,414	\$ 173,812	\$ 283,717	\$ 208,694	\$ 280,500	\$ 278,500
Total of All Appropriations	\$ 898,399	\$ 1,520,596	\$ 1,945,909	\$ 1,688,289	\$ 2,037,122	\$ 2,200,417	\$ 2,747,275
Unappropriated Fund Balance	\$ 376,025	\$ 385,264	\$ 578,066	\$ 762,841	\$ 791,944	\$ 899,527	\$ 520,252



Special Revenue Funds

Fire Gift Fund

Description of the Fund

The fund accounts for donations specifically designated for the Fire department.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

For fiscal year 2025, revenues total \$6,200 from interest income and donations. Expenditures of \$5,000 are allocated to miscellaneous activities.

Estimated Ending Fund Balance

The ending fund balance is projected to increase \$1,200 or 3.46%, due to interest income.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Fire Gift Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 23,095	\$ 24,733	\$ 26,893	\$ 27,193	\$ 33,104	\$ 34,704	\$ 35,904
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	88	32	686	300	1,600	1,200	900
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,550	2,407	5,850	5,000	5,000	5,000	5,000
Total Revenues	\$ 1,638	\$ 2,439	\$ 6,536	\$ 5,300	\$ 6,600	\$ 6,200	\$ 5,900
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 24,733	\$ 27,172	\$ 33,429	\$ 32,493	\$ 39,704	\$ 40,904	\$ 41,804
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	72	-	-	-	-	-
Commodities	-	207	325	5,000	5,000	5,000	5,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 279	\$ 325	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 24,733	\$ 26,893	\$ 33,104	\$ 27,493	\$ 34,704	\$ 35,904	\$ 36,804

Hawkeye Park Player Fees Fund

Description of the Fund

The fund accounts for an improvement fee charged to adult leagues at Hawkeye Park Sports Complex.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The fiscal year 2025 budget includes revenues of \$1,300 from interest income and \$8,000 from player fees. Expenditures of \$8,000 have been allocated to regular maintenance activities, including field lighting repairs and the replacement of ag-lime materials.

Estimated Ending Fund Balance

Fund balance at June 30, 2025, is projected to increase \$1,300 or 7.29%. Fund balance is being accumulated for future improvements.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Hawkeye Park Player Fees Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 27,691	\$ 38,265	\$ 47,643	\$ 24,243	\$ 37,851	\$ 17,831	\$ 19,131
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	119	53	802	400	1,600	1,300	900
Intergovernmental	-	-	-	-	-	-	-
Service Charges	10,455	9,325	6,840	10,000	8,000	8,000	8,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	1,500	-	-
Total Revenues	\$ 10,574	\$ 9,378	\$ 7,642	\$ 10,400	\$ 11,100	\$ 9,300	\$ 8,900
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 38,265	\$ 47,643	\$ 55,285	\$ 34,643	\$ 48,951	\$ 27,131	\$ 28,031
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	17,434	18,120	4,500	3,000	3,000
Commodities	-	-	-	4,000	26,620	5,000	6,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ 17,434	\$ 22,120	\$ 31,120	\$ 8,000	\$ 9,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 38,265	\$ 47,643	\$ 37,851	\$ 12,523	\$ 17,831	\$ 19,131	\$ 19,031

Police Gift Fund

Description of the Fund

The fund accounts for donations specifically designated for the Police department.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

For fiscal year 2025, revenues are budgeted at \$5,300 from interest income and donations. Expenditures of \$5,000 are allocated to the annual awards banquet and other miscellaneous activities.

Estimated Ending Fund Balance

The ending fund balance is projected to increase \$300 or 2.84%, due to interest income.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Police Gift Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 7,413	\$ 5,826	\$ 10,036	\$ 10,136	\$ 10,176	\$ 10,576	\$ 10,876
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	17	10	224	100	400	300	200
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	2,945	4,200	3,850	4,000	16,000	5,000	5,000
Total Revenues	\$ 2,962	\$ 4,210	\$ 4,074	\$ 4,100	\$ 16,400	\$ 5,300	\$ 5,200
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 10,375	\$ 10,036	\$ 14,110	\$ 14,236	\$ 26,576	\$ 15,876	\$ 16,076
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	710	-	3,375	4,000	5,000	5,000	5,000
Commodities	3,839	-	559	-	11,000	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 4,549	\$ -	\$ 3,934	\$ 4,000	\$ 16,000	\$ 5,000	\$ 5,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 5,826	\$ 10,036	\$ 10,176	\$ 10,236	\$ 10,576	\$ 10,876	\$ 11,076

Road Use Tax Fund

Description of the Fund

The fund accounts for revenue sharing from state taxes related to transportation. Road use tax revenue is generated through motor vehicle registration fees, motor vehicle fuel taxes, an excise tax imposed on the rental of automobiles and a use tax on trailers. The use of these funds is restricted to the construction, maintenance and supervision of public streets.

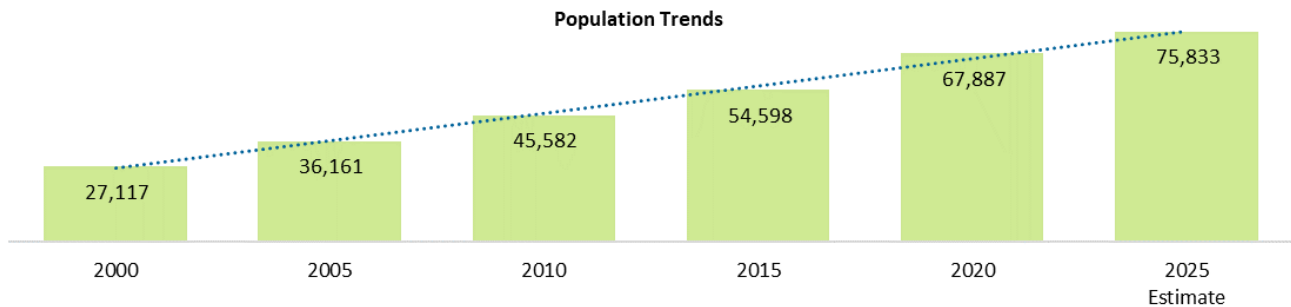
Road use taxes are shared by the state on a percentage basis between the primary road fund, secondary road fund, city street fund and farm-to-market road fund according to the following percentages:

- Primary road fund (state) – 47.5 percent
- Secondary road fund (counties) – 24.5 percent
- City street fund (cities) – 20 percent
- Farm-to-market road fund (counties) – 8 percent

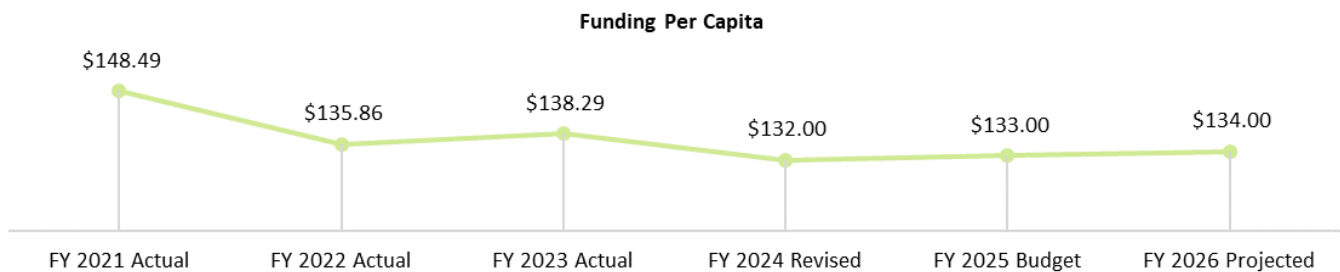
Additionally, the Transportation Investment Moves the Economy in the 21st Century (TIME-21) fund provides revenues for growing road infrastructure costs. TIME-21 is funded by many of the same sources that contribute to the road use tax fund, but is allocated according to the following percentages:

- Primary road fund (state) – 60 percent
- Secondary road fund (counties) – 20 percent
- City street fund (cities) – 20 percent

These funds are allocated to each city on a per capita basis with each city's amount determined by the U.S. Census Bureau's population count, which is updated every ten years or when a special census is conducted. The following graph shows Ankeny's population trends since 2000:



With road use tax collections based on items such as fuel consumption and vehicle registration fees, funding levels can change significantly depending on consumer activity. The graph below shows historical and projected funding per capita:



The Public Works department is comprised of the following divisions and is funded by the road use tax fund.

Street Lighting – accounts for the cost of street lighting.

Public Works Engineering – provides administrative and technical leadership to the Public Works department. In addition, provides planning and engineering expertise, coordination and guidance in the development of the City's infrastructure.

Public Works Operations – provides for the maintenance and repair of streets and roadways, snow and ice removal and the maintenance of all of the City's motorized equipment and vehicles.

Snow and Ice Control – expenditures are tracked in a separate budget activity to identify the costs associated with snow and ice control. Those costs include overtime of the public works operations employees, salt, calcium chloride, equipment repairs and the senior citizen snow removal program.

Traffic Engineering – provides for the maintenance and operation of traffic signals and signs, pavement markings, street lighting in the business districts, and other fiber optic communications.

Council Goal	Fund Goals	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
 Upgrade Essential Infrastructure	Design, construct, operate, maintain and improve the City's public works infrastructure	Lane miles of streets	564	586	591	593	595
		Number of cul-de-sacs	389	392	397	397	400
		Number of street lights	6,837	7,185	7,378	7,500	7,600
	Provide administrative and technical leadership to deliver high quality and sustainable public improvement projects on schedule and within budget	Planned value of CIP (in millions) ⁽¹⁾	\$39.21	\$38.89	\$46.12	\$58.98	\$57.38
		Percent of capital projects completed on schedule and within budget	75%	70%	70%	75%	75%
	Improve traffic safety and mobility and reduce traffic congestion within the City	Number of traffic signals	74	79	82	86	90
		Traffic signal timing – excellent or good ⁽²⁾	40%			50%	
		Traffic flow on major streets – excellent or good ⁽²⁾	32%			50%	
	Provide well maintained and clean public streets and rights-of-way	Street repair – excellent or good ⁽²⁾	45%			55%	
	Clear City streets safely, efficiently and economically during winter weather events	Number of winter weather events	14	9	19	13	13
		Average lane miles per snow and ice control route	33.16	34.45	34.74	32.92	33.05
		Snow removal – excellent or good ⁽²⁾	73%			80%	

⁽¹⁾ Calendar Year

⁽²⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Completed construction of the following major CIP projects in 2023: NE 36th Street Reconstruction – Interstate 35 to NE Four Mile Drive, NW 36th Street Widening – NW Ash Drive to North Ankeny Boulevard, SE Delaware Avenue Widening, SW State Street Reconstruction – SW Ordinance Road to West 1st Street (southbound lanes), NW 18th Street Reconstruction – NW Ash Drive to North Ankeny Boulevard, SE 8th Street – SE Rio Circle to SE Michael Drive, North Ankeny Boulevard and 18th Street Intersection Improvements and SE Creekview Drive Reconstruction – SE Oralabor Road to SE Tones Drive (northbound lanes).
	Began construction of the following major CIP projects in 2023: NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street, SW Oralabor Road and SW State Street Intersection Improvements, NW Northlawn Area Utility Improvements – Phase 2 and SE Oralabor Road, SE Convenience Boulevard and SE Creekview Drive Traffic Signal Replacement.
	Applied for, obtained and used federal and state funding from various grant programs including STBG-SWAP, ICAAP, U-STEP and TSIP for CIP projects.
	Completed construction of the following other CIP projects in 2023: Annual Sidewalk/Trail Construction Program, Annual PCC Street Patching Program, Annual Asphalt Street Resurfacing Program, Annual Pavement Preservation Program and Elementary Schools Walkability Improvements.
	Coordinated with the Iowa Department of Transportation (IDOT) on the joint jurisdictional North Ankeny Boulevard Improvements – 1st Street to 11th Street project, which is scheduled for construction in 2025 and the South Ankeny Boulevard Improvements – SE Peterson Drive to 1st Street project, which is scheduled for construction in 2026, 2027 and 2028. These two important traffic mobility and safety projects will require extensive coordination with the IDOT, utility companies and affected property owners.
	Completed the Fiber Optic Network Master Plan.
	Completed annual maintenance and repair work; which included, concrete street patching, pavement and sidewalk patching for Municipal Utilities, storm sewer intake replacement, pothole patching, street sweeping and right-of-way and median landscaping maintenance.
	Provided effective snow and ice removal from City streets in a safe, efficient, economical and timely manner. Strategically used the snow ordinance to improve the safety and efficiency of winter maintenance operations.
	Continued quarterly utility coordination meetings with staff from the Public Works and Municipal Utilities departments and representatives from private utility companies to improve communication and coordination on CIP projects and provide a forum to discuss utility issues.
	Completed the Pavement Management Study and Master Plan; presented the study's findings to the City Council; and used the master plan to help prioritize future street pavement reconstruction, rehabilitation and repair projects.
	Updated the City's Supplemental Specifications to the Statewide Urban Design Standards and Specifications (SUDAS), through a collaboration between the Public Works and Municipal Utilities departments.
	Completed annual city-wide programs including spring clean-up, tree and branch recycling, fall leaf collection and Christmas tree pick-up.

<i>In Progress Activities</i>	
	Complete the following major CIP projects that began construction in 2023: NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street, SW Oralabor Road and SW State Street Intersection Improvements, NW Northlawn Area Utility Improvements – Phase 2 and SE Oralabor Road, SE Convenience Boulevard and SE Creekview Drive Traffic Signal Replacement.
	Complete design and letting phases and begin construction of the following major CIP projects to be constructed in 2024: NW Northlawn Area Utility Improvements – Phase 3, SE Delaware Avenue and SE 54th Street Traffic Signal, NW 36th Street and NW Weigel Drive Asphalt Overlay, NW Ash Drive Reconstruction – Prairie Ridge Sports Complex South Access to NW 18th Street, SE Corporate Woods Drive and SE Crosswinds Drive Traffic Signal, NW Westwood Street Reconstruction – NW 5th Street to NW 9th Street and SW Magazine Road and SW State Street Intersection Improvements.
	Receive and file the Pavement Management Study and Master Plan; meet with developers to discuss the recommended pavement design standards for public streets constructed with development projects and implement improved pavement design standards for public streets in future developments.
	Add automated vehicle locating (AVL) technology to the City's snow plow fleet to improve accountability, efficiency and productivity.
	Begin design of the following CIP projects that are scheduled for construction in 2025: North Ankeny Boulevard Improvements – 1st Street to 11th Street, NW Irvinedale Drive and NW 18th Street Intersection Improvements, West 1st Street Widening and Improvements – Phase 2, Fiber Optic Network Upgrade and South Ankeny Boulevard Improvements – SE Peterson Drive to 1st Street.
	Complete preliminary design for the NW State Street Extension to help inform future development along the proposed street corridor.
	Complete comprehensive Transportation Master Plan in collaboration with the consultant team and receive and file the plan with the City Council.
	Continue having experienced staff mentor new employees who have joined the department in the past two years.
	Continue cross-training staff in the Public Works operations division.
	Improve CIP workload distribution amongst the engineering staff in the Public Works and Municipal Utilities departments.
	Research various infrastructure asset management systems to evaluate their capabilities, advantages, disadvantages and costs. Use this information to inform the selection of an asset management system, anticipated in fiscal years 2025 and 2026.
<i>Upcoming Activities</i>	
	Request to add a traffic engineer, lead equipment operator, traffic engineering technician and summer intern. Reclassify the lead traffic technician to traffic safety supervisor and engineering traffic specialist to traffic engineering specialist II. These staffing changes are necessary to manage the increased workload, provide additional leadership, offer career advancement opportunities and increase capacity for completing construction engineering tasks with City staff instead of consultants.

	Complete construction of major CIP projects on schedule, within budget and without major delays due to private utility conflicts and relocations.
	Add technology, equipment and vehicles to improve staffs' productivity and efficiency, provide more flexibility in completing work and keep pace with industry standards.
	Research, apply for and obtain external funding from various sources for CIP projects.
	Initiate planning and design of the Public Works Maintenance Facility Expansion project.
	Utilize the Transportation Master Plan to assess the future needs of the City's transportation system, prioritize major transportation projects in the CIP and preserve and identify existing and future transportation corridors to guide future growth and development.
	Select an infrastructure asset management system and begin implementation for the City's traffic-related assets (e.g. traffic signals and fiber optic lines) and sanitary sewer infrastructure.
	Explore electronic bidding platforms and evaluate their potential implementation for the City's CIP projects.
<i>Trends and Issues</i>	
	Increasing workload due to ongoing infrastructure expansion, population growth, additional CIP projects and the acquisition of more vehicles and equipment.
	Several economic factors have recently slowed private development. This slowdown may create a favorable bidding environment for upcoming CIP projects, leading to reduced construction costs for public improvements.
	Critical need for additional funding to support new public works infrastructure that can accommodate growth, as well as maintain and enhance existing public works infrastructure.
	Improving traffic mobility and safety, particularly along major street corridors and at major intersections, remains a high priority.
	Deteriorating condition of the City's street pavement infrastructure requires additional funding for reconstruction, rehabilitation and repairs.
	With engineering consultant costs on the rise, it is crucial to evaluate the cost-effectiveness of hiring additional staff to perform construction engineering tasks traditionally outsourced to consultants.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Fiscal year 2025 revenues are projected to be \$9,492,971, reflecting a marginal increase of \$3,887 or 0.04%. This is due to the increase in per capita funding from \$132 to \$133 and offset by a decrease in interest income. In addition to revenues, \$11,000 is budgeted for transfers in from the hotel motel tax fund. Budgeted expenditures total \$9,222,699, of which \$726,000 is projected for street lighting, \$2,266,916 for public works engineering, \$3,348,624 for public works operations, \$1,219,723 for snow and ice control and \$1,661,436 for traffic engineering. Additionally, \$872,750 is budgeted for transfers out to the debt service and capital projects funds.

The revised fiscal year 2024 budget allocates \$1.4 million for conducting a special census. This project is driven by significant population growth since the 2020 census, estimating an increase from 67,887 to 75,833. Currently, the City receives approximately \$132 per capita in annual road use taxes. The expected population increase of 7,946, once certified, would generate an additional \$1,048,872 in annual revenue. This added revenue will be used to support essential road maintenance and improvement projects.

Personnel changes include the addition of a lead equipment operator in public works operations and a civil engineer II in traffic engineering. Capital outlay expenditures include the purchase of a concrete breaker attachment and replacement of an end loader in public works operations, replacement of a single axle dump truck with snow plow and purchase of a tandem axle dump truck with snow plow in snow and ice control and the purchase of an aerial lift truck in traffic engineering.

Estimated Ending Fund Balance

The City estimates the ending fund balance of the road use tax fund at June 30, 2025, to be \$6,682,719. This represents a decrease of \$591,478, or 8.13%, from the revised fiscal year 2024 budget due to transfers out to the debt service and capital projects funds.

Looking Ahead to Fiscal Year 2026 and Beyond

Long-term projections show the road use tax fund in a strong financial position. The City continues to look for ways to fund annual capital improvement program projects with road use tax revenues through transfers out to the capital projects fund and reduce its reliance on debt.

Road Use Tax Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 8,485,537	\$ 8,620,560	\$ 9,252,239	\$ 7,517,656	\$ 9,930,750	\$ 7,274,197	\$ 6,682,719
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	34,286	12,651	227,038	105,000	525,000	411,000	301,000
Intergovernmental	8,171,259	9,057,666	9,342,914	8,825,310	8,961,084	9,078,971	10,161,622
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	3,765	4,606	7,699	5,000	3,000	3,000	3,000
Total Revenues	\$ 8,209,310	\$ 9,074,923	\$ 9,577,651	\$ 8,935,310	\$ 9,489,084	\$ 9,492,971	\$10,465,622
Transfers In	-	-	9,473	-	22,352	11,000	12,000
Funds Available	\$16,694,847	\$17,695,483	\$18,839,363	\$16,452,966	\$19,442,186	\$16,778,168	\$17,160,341
Expenditures:							
Street Lighting	\$ 643,718	\$ 661,595	\$ 656,933	\$ 726,000	\$ 702,000	\$ 726,000	\$ 750,000
Public Works Engineering	1,574,366	1,808,913	1,821,420	2,041,267	3,443,024	2,266,916	2,333,691
Public Works Operations	2,235,145	2,132,965	2,167,201	2,737,874	2,867,445	3,348,624	3,252,293
Snow and Ice Control	678,110	482,386	698,533	1,383,193	1,848,771	1,219,723	1,244,723
Traffic Engineering	1,054,365	1,223,385	1,201,943	1,457,248	1,769,999	1,661,436	1,477,885
Total Expenditures	\$ 6,185,704	\$ 6,309,244	\$ 6,546,030	\$ 8,345,582	\$10,631,239	\$ 9,222,699	\$ 9,058,592
Transfers Out	1,888,583	2,134,000	2,362,583	1,237,750	1,536,750	872,750	437,583
Ending Balance, June 30	\$ 8,620,560	\$ 9,252,239	\$ 9,930,750	\$ 6,869,634	\$ 7,274,197	\$ 6,682,719	\$ 7,664,166

Special Revenue Funds

Activity: Street Lighting		Department: Public Works			Program: Public Works		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	641,531	648,921	650,530	711,000	687,000	711,000	735,000
Commodities	2,187	12,674	6,403	15,000	15,000	15,000	15,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 643,718	\$ 661,595	\$ 656,933	\$ 726,000	\$ 702,000	\$ 726,000	\$ 750,000
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Special Revenue Funds

Activity: Public Works Engineering		Department: Public Works				Program: Public Works	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	34,286	12,651	227,038	105,000	525,000	411,000	301,000
Intergovernmental	8,171,259	9,057,666	9,342,914	8,825,310	8,961,084	9,078,971	10,161,622
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	3,241	4,006	6,720	5,000	3,000	3,000	3,000
Total Revenues	\$ 8,208,786	\$ 9,074,323	\$ 9,576,672	\$ 8,935,310	\$ 9,489,084	\$ 9,492,971	\$ 10,465,622
Expenditure Summary:							
Personal Services	\$ 1,070,276	\$ 1,309,491	\$ 1,449,757	\$ 1,647,354	\$ 1,640,869	\$ 1,730,373	\$ 1,841,199
Contractual Services	433,534	409,594	286,557	296,773	1,702,321	449,247	424,919
Commodities	45,729	61,508	85,106	80,140	83,834	87,296	67,573
Capital Outlay	24,827	28,320	-	17,000	16,000	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,574,366	\$ 1,808,913	\$ 1,821,420	\$ 2,041,267	\$ 3,443,024	\$ 2,266,916	\$ 2,333,691
Personnel Summary:							
Public Works Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
City Engineer	-	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Civil Engineer I	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Engineering Technician III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00	-	-	1.00
Engineering Technician I	1.00	1.00	1.00	1.00	2.00	2.00	1.00
GIS Technician	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk	0.56	0.56	0.56	0.56	0.56	0.56	0.56
Total Full Time Equivalents	9.81	10.81	11.81	11.81	11.81	11.81	11.81
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
GPS Receiver		1	2024	Purchase	\$ 16,000	\$ -	\$ -
Total Capital Outlay					\$ 16,000	\$ -	\$ -

Special Revenue Funds

Activity: Public Works Operations		Department: Public Works			Program: Public Works		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	524	600	979	-	-	-	-
Total Revenues	\$ 524	\$ 600	\$ 979	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 1,352,351	\$ 1,293,913	\$ 1,249,244	\$ 1,718,186	\$ 1,737,132	\$ 1,887,441	\$ 1,992,225
Contractual Services	467,195	425,636	546,520	593,103	661,022	746,306	782,666
Commodities	340,803	412,070	179,540	406,585	407,291	421,877	439,402
Capital Outlay	74,796	1,346	191,897	20,000	62,000	293,000	38,000
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 2,235,145	\$ 2,132,965	\$ 2,167,201	\$ 2,737,874	\$ 2,867,445	\$ 3,348,624	\$ 3,252,293
Personnel Summary:							
Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Street Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Equipment Operator	3.00	3.00	3.00	3.00	3.00	4.00	4.00
Equipment Operator	9.00	10.00	11.00	12.00	12.00	12.00	12.00
Seasonal Laborer (3 Month)	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Total Full Time Equivalents	14.50	15.50	16.50	17.50	17.50	18.50	18.50
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
1 Ton 4WD Truck		1	2023	Purchase	\$ 49,000	\$ -	\$ -
Wash Bay Pressure Wash System		1	2024	Purchase	13,000	-	-
Concrete Breaker Attachment		1	2025	Purchase	-	28,000	-
End Loader		1	2025	Purchase	-	265,000	-
Batwing Mower Attachment		1	2026	Purchase	-	-	25,000
Enclosed Trailer		1	2026	Purchase	-	-	13,000
Total Capital Outlay					\$ 62,000	\$ 293,000	\$ 38,000

Special Revenue Funds

Activity: Snow and Ice Control		Department: Public Works			Program: Public Works		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 152,972	\$ 103,586	\$ 203,093	\$ 185,265	\$ 207,626	\$ 222,124	\$ 239,076
Contractual Services	72,763	58,352	46,874	90,237	82,636	86,043	88,563
Commodities	212,873	181,439	131,596	237,691	244,277	251,556	262,084
Capital Outlay	239,502	139,009	316,970	870,000	1,314,232	660,000	655,000
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 678,110	\$ 482,386	\$ 698,533	\$ 1,383,193	\$ 1,848,771	\$ 1,219,723	\$ 1,244,723
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Single Axle Dump Truck with Snow Plow		2	2023	Purchase	\$ 444,232	\$ -	\$ -
Single Axle Dump Truck with Snow Plow		3	2024	Purchase	870,000	-	-
Single Axle Dump Truck with Snow Plow		1	2025	Purchase	-	310,000	-
Tandem Axle Dump Truck with Snow Plow		1	2025	Purchase	-	350,000	-
Single Axle Dump Truck with Snow Plow		1	2026	Purchase	-	-	310,000
Tandem Axle Dump Truck with Snow Plow		1	2026	Purchase	-	-	320,000
Snow Wing		1	2026	Purchase	-	-	25,000
Total Capital Outlay					\$ 1,314,232	\$ 660,000	\$ 655,000

Special Revenue Funds

Activity: Traffic Engineering	Department: Public Works				Program: Public Works		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 604,407	\$ 665,853	\$ 709,634	\$ 776,431	\$ 747,505	\$ 945,889	\$ 995,454
Contractual Services	169,934	367,161	335,269	358,905	571,242	379,800	319,222
Commodities	112,423	85,773	137,243	146,912	187,852	160,747	163,209
Capital Outlay	167,601	104,598	19,797	175,000	263,400	175,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,054,365	\$ 1,223,385	\$ 1,201,943	\$ 1,457,248	\$ 1,769,999	\$ 1,661,436	\$ 1,477,885
Personnel Summary:							
Traffic Engineering Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	-	-	-	-	-	1.00	1.00
Engineering Traffic Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Traffic Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Traffic Technician	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Total Full Time Equivalents	6.00	6.00	6.00	6.00	6.00	7.00	7.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Advanced Traffic Signal Monitoring Software	1	2021	Purchase	\$ 9,400	\$ -	\$ -	
High Density Switch Pack Tester	1	2023	Purchase	8,000	-	-	
Sign Truck	1	2023	Purchase	246,000	-	-	
Aerial Lift Truck	1	2025	Purchase	-	175,000	-	
Total Capital Outlay				\$ 263,400	\$ 175,000	\$ -	

Police Seizure Fund

Description of the Fund

The fund accounts for monies obtained through property seizures and forfeitures and are to be used solely for police department activities. The fund also accounts for the City's weapon purchase program. Under this program, the City purchases the duty weapon for a police officer who then reimburses the City through a payroll deduction.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

For fiscal year 2025, revenues total \$13,000 from interest income, seizure activities and duty weapon reimbursements. Budgeted expenditures total \$16,250 and include the purchase of duty weapons and specialized equipment for the multi-agency Suburban Emergency Response Team (SERT).

Estimated Ending Fund Balance

The projected ending fund balance is \$70,241, a decrease of \$3,250 or 4.42% due to the purchase of specialized equipment.

Looking Ahead to Fiscal Year 2026 and Beyond

Expenditures will continue for the purchase of duty weapons; however, due to the unpredictability of revenues in this fund, expenditures are typically non-recurring purchases.

Police Seizure Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 77,363	\$ 79,268	\$ 81,991	\$ 86,091	\$ 99,391	\$ 73,491	\$ 70,241
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	284	104	1,921	800	3,000	2,000	1,000
Intergovernmental	1,695	12,200	20,000	5,000	10,000	10,000	10,000
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	350	130	179	1,000	1,000	1,000	1,000
Total Revenues	\$ 2,329	\$ 12,434	\$ 22,100	\$ 6,800	\$ 14,000	\$ 13,000	\$ 12,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 79,692	\$ 91,702	\$ 104,091	\$ 92,891	\$ 113,391	\$ 86,491	\$ 82,241
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	424	2,222	-	1,000	1,000	1,000	1,000
Commodities	-	7,489	4,700	38,900	38,900	15,250	2,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 424	\$ 9,711	\$ 4,700	\$ 39,900	\$ 39,900	\$ 16,250	\$ 3,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 79,268	\$ 81,991	\$ 99,391	\$ 52,991	\$ 73,491	\$ 70,241	\$ 79,241

Tax Increment Financing Fund

Description of the Fund

The fund accounts for taxes collected on the incremental increase in property value located within designated urban renewal areas and are to be used for activities within those areas. The purpose of these urban renewal areas is to encourage economic development by allowing cities to capture increased valuation and use the taxes for infrastructure construction, developer incentive payments and other activities designed to encourage development and growth in the specified area.

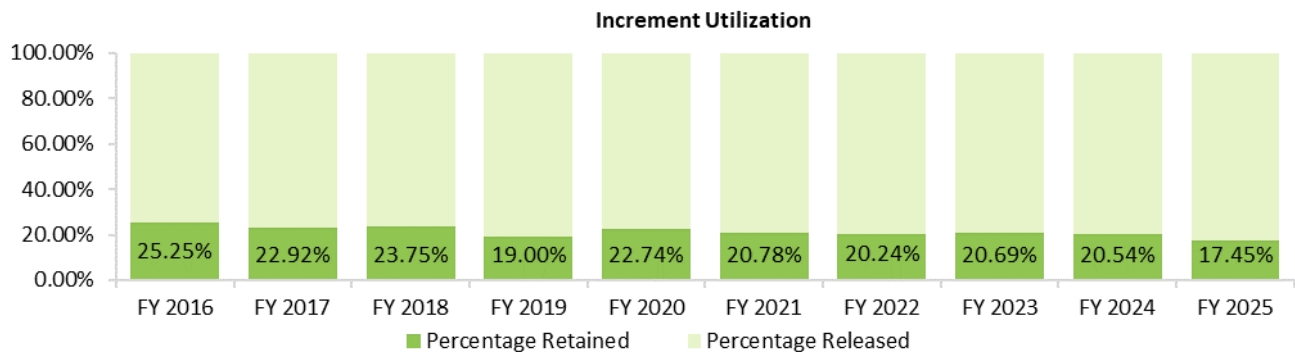
The City currently has the following urban renewal areas: Ankeny Economic Development Urban Renewal Area, Ankeny 1991 Urban Renewal Area and Ankeny Northeast Urban Renewal Area. These areas include the SE Delaware Avenue corridor, areas along Highway 69 and East 1st Street, the industrial and office park areas on the southeast side of Ankeny, Prairie Trail and the NE 36th Street interchange at Interstate 35.

Tax increment is calculated by creating a “base valuation” when the area is formed. As valuation is added within the area, the City is allowed to collect the taxes on this new valuation that would have been collected by the other taxing districts in addition to its own levy. The taxes collected from this new valuation are then used for economic development within the area. The City can release the increased valuation to the other taxing districts as needed.

The use of these funds has been for the construction of infrastructure in commercial and industrial developments and to provide businesses and developers incentives to expand or locate within Ankeny.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

According to the financial policy, the City will release no less than 40% of the incremental value within its urban renewal areas to the other taxing districts. Over the past five years, the City has returned an average of 80.06% of available tax increment to the taxing entities, such as the local school districts and Polk County. The incremental valuation retained versus the incremental valuation released for the last ten years is as follows:



For fiscal year 2025, revenues are projected to be \$8,947,117, with \$8,676,117 from tax increment financing and \$271,000 from interest income. Expenditures are budgeted at \$3,760,333 for rebate payments. In addition, transfers out totaling \$6,359,737 will move funds to the debt service fund to cover general obligation bonds related to tax increment financing projects.

Estimated Ending Fund Balance

The projected ending fund balance is \$2,150,384, a decrease of \$1,172,953, or 35.29%. The tax increment financing fund is a flow-through fund where the fund balance often fluctuates based on budgeted revenues and expenditures.

Looking Ahead to Fiscal Year 2026 and Beyond

The reservation of increment is estimated to decrease 3.46% in fiscal year 2026 based on outstanding rebate agreements and tax increment financing projects planned in the 2024-2028 Capital Improvement Program.

Tax Increment Financing Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 2,295,327	\$ 2,023,248	\$ 2,163,404	\$ 2,339,836	\$ 2,433,185	\$ 3,323,337	\$ 2,150,384
Revenues:							
Property Taxes	\$ 8,761,953	\$ 9,119,331	\$ 9,890,506	\$10,338,833	\$10,399,304	\$ 8,676,117	\$ 8,376,276
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	18,857	8,043	165,985	61,000	888,853	271,000	197,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	21,333	-	-	-	-	-
Total Revenues	\$ 8,780,810	\$ 9,148,707	\$10,056,491	\$10,399,833	\$11,288,157	\$ 8,947,117	\$ 8,573,276
Transfers In	-	-	-	-	-	-	-
Funds Available	\$11,076,137	\$11,171,955	\$12,219,895	\$12,739,669	\$13,721,342	\$12,270,454	\$10,723,660
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	1,671,477	1,974,910	2,565,008	2,804,559	2,841,657	3,760,333	3,460,769
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,671,477	\$ 1,974,910	\$ 2,565,008	\$ 2,804,559	\$ 2,841,657	\$ 3,760,333	\$ 3,460,769
Transfers Out	7,381,412	7,033,641	7,221,702	7,558,249	7,556,348	6,359,737	6,119,153
Ending Balance, June 30	\$ 2,023,248	\$ 2,163,404	\$ 2,433,185	\$ 2,376,861	\$ 3,323,337	\$ 2,150,384	\$ 1,143,738

Police and Fire Retirement Fund

Description of the Fund

The fund accounts for taxes levied to fund the City's required matching contributions to the police and fire retirement system.

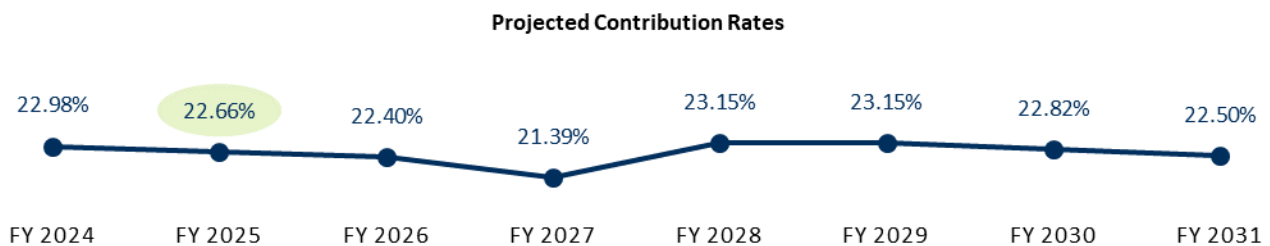
Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The state-mandated employer contribution rates have seen substantial increases, rising from 17% in fiscal year 2010 to a peak of 30.41% in fiscal year 2015. These heightened expenses were managed through a combination of transferring funds from the general fund in fiscal years 2013 and 2014, and raising levy rates in fiscal years 2015 and 2019. Subsequently, contribution rates have stabilized, allowing for a reduction in the levy rate to \$0.55 per \$1,000 of taxable valuation in fiscal year 2021.

The table below shows the City's number of covered employees, contribution rates and levy rate from fiscal years 2016 to 2025:

Fiscal Year	# Covered Employees	Contribution Rates	Levy Rate	Increase (Decrease)
2016	81	27.77%	\$0.56000	-
2017	86	25.92%	\$0.56000	-
2018	94	25.68%	\$0.56000	-
2019	115	26.02%	\$0.60000	0.04000
2020	118	24.41%	\$0.60000	-
2021	126	25.31%	\$0.55000	(0.05000)
2022	129	26.18%	\$0.55000	-
2023	134	23.90%	\$0.55000	-
2024	148	22.98%	\$0.55000	-
2025	150	22.66%	\$0.55000	-

The Municipal Fire and Police Retirement System of Iowa (MFPRSI) contribution rate is scheduled to decrease from 22.98% to 22.66% for fiscal year 2025. The projected contribution rates are based on the actuarial report commissioned by MFPRSI and are as follows:



In fiscal year 2025, the police and fire retirement fund is anticipated to generate total revenues of \$3,078,945. This includes \$2,963,642 from property taxes, \$18,026 from mobile home taxes and utility tax replacement, \$23,000 from interest income, and \$74,277 from intergovernmental revenues. The intergovernmental revenues consist of contributions from a cost-sharing agreement with the Ankeny Community School District for school resource officers, as well as business property tax credits and state-provided commercial and industrial replacement ('backfill').

Total expenditures for fiscal year 2025 are \$3,112,669. Of this total, personal services in the amount of \$3,078,669 are expected to fund the 22.66% contribution rate for covered employees and \$34,000 is budgeted for other contractual obligations. The number of covered employees will increase in the revised fiscal year 2024 budget with the hiring of nine firefighter/paramedics and in the fiscal year 2025 budget with the addition of two police officers.

Estimated Ending Fund Balance

Fund balance at June 30, 2025, is projected to be \$1,454,805, reflecting a decrease of \$33,724, or 2.27%. These funds will continue to be utilized until contribution rates decrease further or the levy rate is adjusted.

Looking Ahead to Fiscal Year 2026 and Beyond

The City Council continues to prioritize addressing employer-paid costs associated with the MFPRSI. Given the variability of contribution rates, legislative efforts to enhance benefits and our need to continually expand public safety levels, the City remains concerned about the program's long-term impact.

Police and Fire Retirement Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$1,891,159	\$1,915,726	\$1,728,234	\$1,525,961	\$1,547,627	\$1,488,529	\$1,454,805
Revenues:							
Property Taxes	\$2,128,826	\$2,277,681	\$2,442,175	\$2,558,395	\$2,558,395	\$2,963,642	\$3,121,946
Non-Property Taxes	15,818	18,099	18,929	18,469	18,469	18,026	18,936
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	3,755	950	6,250	6,000	26,000	23,000	18,000
Intergovernmental	104,564	96,552	73,131	79,685	79,310	74,277	80,943
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	6,297	-	-	-	-
Total Revenues	\$2,252,963	\$2,393,282	\$2,546,782	\$2,662,549	\$2,682,174	\$3,078,945	\$3,239,825
Transfers In	-	-	-	-	-	-	-
Funds Available	\$4,144,122	\$4,309,008	\$4,275,016	\$4,188,510	\$4,229,801	\$4,567,474	\$4,694,630
Expenditures:							
Personal Services	\$2,216,680	\$2,560,639	\$2,694,134	\$2,807,551	\$2,709,272	\$3,078,669	\$3,442,686
Contractual Services	11,716	20,135	33,255	32,000	32,000	34,000	36,000
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$2,228,396	\$2,580,774	\$2,727,389	\$2,839,551	\$2,741,272	\$3,112,669	\$3,478,686
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$1,915,726	\$1,728,234	\$1,547,627	\$1,348,959	\$1,488,529	\$1,454,805	\$1,215,944

Employee Benefits Fund

Description of the Fund

The fund accounts for taxes levied to fund employee benefits. Cities are allowed to levy for contributions under the Federal Insurance Contributions Act (FICA), the Iowa Public Employees Retirement System (IPERS), the Municipal Fire and Police Retirement System of Iowa (MFPRSI) and certain other employee benefits.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

For fiscal year 2025, revenues total \$1,075,457. This includes \$1,055,111 from property taxes, \$6,026 from utility tax replacement and \$14,284 from business property tax credits and commercial and industrial replacement ('backfill'). No expenditures are planned; however, transfers out of \$1,075,457 are allocated for covering employee-related benefits in the general fund.

Estimated Ending Fund Balance

Fund balance at June 30, 2025, is projected to be \$0, following the transfer of funds.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Employee Benefits Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,055,111	\$1,795,176
Non-Property Taxes	-	-	-	-	-	6,062	10,313
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	14,284	16,389
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,075,457	\$1,821,878
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,075,457	\$1,821,878
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	-	-	-	-	-	1,075,457	1,821,878
Ending Balance, June 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Landfill Postclosure Fund

Description of the Fund

The fund accounts for maintenance activities undertaken at the remediated landfill site to maintain the integrity of containment features and to monitor compliance with applicable performance standards.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

During fiscal year 2011, the City received a one-time payment from John Deere Des Moines Works in the amount of \$211,580 representing John Deere Des Moines Works' share of the future costs to operate and maintain the closed landfill site previously owned by both parties.

Transfers out of \$9,000 are budgeted for consulting, mowing and other services, including EPA testing requirements.

Estimated Ending Fund Balance

The fund balance is projected to decrease \$7,000, or 9.57%. The remaining fund balance is intended to cover John Deere Des Moines Works' share of the monitoring and testing costs through a transfer out to the solid waste fund.

Looking Ahead to Fiscal Year 2026 and Beyond

An annual transfer out is planned for the remaining monitoring and testing period or until the funds have been depleted.

Landfill Postclosure Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 104,031	\$ 100,530	\$ 88,852	\$ 80,652	\$ 86,376	\$ 73,126	\$ 66,126
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	377	125	1,897	800	4,000	2,000	1,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 377	\$ 125	\$ 1,897	\$ 800	\$ 4,000	\$ 2,000	\$ 1,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 104,408	\$ 100,655	\$ 90,749	\$ 81,452	\$ 90,376	\$ 75,126	\$ 67,126
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	3,878	11,803	4,373	17,250	17,250	9,000	17,250
Ending Balance, June 30	\$ 100,530	\$ 88,852	\$ 86,376	\$ 64,202	\$ 73,126	\$ 66,126	\$ 49,876

Friends of the Ankeny Library Fund

Description of the Fund

The fund accounts for the collection and disbursement of funds for the Friends of the Ankeny Library. The Friends of the Ankeny Library is a separate legal entity created to enhance the library through fundraising and advocacy efforts. Funds will be used to support library programs, events and special projects.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The fund is expected to collect \$46,000 in miscellaneous revenues during fiscal year 2025, primarily from book sales and donations. Moreover, it expects to generate \$2,000 in interest income. Expenditures of \$48,000 are allocated for initiatives of the Friends of the Ankeny Library.

Estimated Ending Fund Balance

The ending fund balance is expected to remain unchanged at \$76,818 for the fiscal year ending June 30, 2025.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Friends of the Ankeny Library Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 68,317	\$ 82,919	\$ 88,989	\$ 67,689	\$ 86,818	\$ 76,818	\$ 76,818
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	272	103	1,722	700	3,000	2,000	1,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	49,961	47,738	43,002	46,000	46,000	46,000	46,000
Total Revenues	\$ 50,233	\$ 47,841	\$ 44,724	\$ 46,700	\$ 49,000	\$ 48,000	\$ 47,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 118,550	\$ 130,760	\$ 133,713	\$ 114,389	\$ 135,818	\$ 124,818	\$ 123,818
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	22,379	28,651	32,378	32,000	46,000	35,000	34,000
Commodities	13,252	13,120	14,517	14,000	13,000	13,000	13,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 35,631	\$ 41,771	\$ 46,895	\$ 46,000	\$ 59,000	\$ 48,000	\$ 47,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 82,919	\$ 88,989	\$ 86,818	\$ 68,389	\$ 76,818	\$ 76,818	\$ 76,818

Park Dedication Fund

Description of the Fund

The fund accounts for monetary payments by developers for the acquisition or development of park and recreational lands when the dedication of park land is not compatible with the developer's general subdivision plan.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The park dedication fund is projected to receive revenues in the amount of \$15,000 from interest income. No expenditures are planned, though transfers out of \$100,000 have been budgeted for the annual park development program.

Estimated Ending Fund Balance

The ending fund balance is expected to be \$337,761, a decrease of \$85,000 or 20.11% at June 30, 2025. Fund balance is being used for the annual park development program and the development of neighborhood parks.

Looking Ahead to Fiscal Year 2026 and Beyond

The 2024-2028 Capital Improvement Program includes an annual transfer of \$100,000 from the park dedication fund to the capital projects fund for the annual park development program.

Park Dedication Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 605,985	\$ 581,938	\$ 532,661	\$ 482,661	\$ 499,761	\$ 422,761	\$ 337,761
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	2,302	744	11,774	5,000	23,000	15,000	9,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	53,651	29,979	35,326	-	-	-	-
Total Revenues	\$ 55,953	\$ 30,723	\$ 47,100	\$ 5,000	\$ 23,000	\$ 15,000	\$ 9,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 661,938	\$ 612,661	\$ 579,761	\$ 487,661	\$ 522,761	\$ 437,761	\$ 346,761
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	80,000	80,000	80,000	80,000	100,000	100,000	100,000
Ending Balance, June 30	\$ 581,938	\$ 532,661	\$ 499,761	\$ 407,661	\$ 422,761	\$ 337,761	\$ 246,761

Sports Complex Foundation Fund

Description of the Fund

The Sports Complex Foundation is a separate legal entity created to raise funds for the development of the Prairie Ridge Youth Sports Complex. The Foundation is affiliated with the City and the Ankeny Girls Softball, Ankeny Junior Football, Ankeny Little League, Heartland Area Lacrosse and Iowa Rush Soccer youth athletic clubs. This public-private partnership operates through the Foundation whose financial activities are managed by the City through the Sports Complex Foundation fund. The operations of the Prairie Ridge Sports Complex are accounted for in the City's general fund.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The Sports Complex Foundation fund is projected to receive \$19,000 from interest income and user fees. No expenditures are planned for fiscal year 2025.

Estimated Ending Fund Balance

The ending fund balance is expected to be \$170,474, an increase of 12.54%. Fund balance is being accumulated for future improvements.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Sports Complex Foundation Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 81,636	\$ 97,993	\$ 113,869	\$ 127,869	\$ 131,474	\$ 151,474	\$ 170,474
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	335	136	2,665	1,000	6,000	5,000	3,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	15,905	14,740	14,940	13,000	14,000	14,000	14,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	117	1,000	-	-	-	-	-
Total Revenues	\$ 16,357	\$ 15,876	\$ 17,605	\$ 14,000	\$ 20,000	\$ 19,000	\$ 17,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 97,993	\$ 113,869	\$ 131,474	\$ 141,869	\$ 151,474	\$ 170,474	\$ 187,474
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 97,993	\$ 113,869	\$ 131,474	\$ 141,869	\$ 151,474	\$ 170,474	\$ 187,474

Ankeny Garden Club Fund

Description of the Fund

The fund accounts for donations to be used for the creation and maintenance of public gardens. The Ankeny Garden Club is an organization created for the purpose of planting and maintaining flowers and other plants in the City.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Total revenues of \$2,075 are budgeted for fiscal year 2025 from monies received from interest income and the community garden located on greenspace adjacent to the North Ankeny Boulevard Hy-Vee store. Expenditures of \$1,000 have been budgeted to cover any related costs.

Estimated Ending Fund Balance

The ending fund balance is projected to be \$11,817, an increase of \$1,075 or 10.01%, due to interest income.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Ankeny Garden Club Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 8,765	\$ 10,165	\$ 7,975	\$ 8,395	\$ 9,567	\$ 10,742	\$ 11,817
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	33	10	192	-	400	300	200
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,420	1,440	1,400	1,420	1,775	1,775	1,775
Total Revenues	\$ 1,453	\$ 1,450	\$ 1,592	\$ 1,420	\$ 2,175	\$ 2,075	\$ 1,975
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 10,218	\$ 11,615	\$ 9,567	\$ 9,815	\$ 11,742	\$ 12,817	\$ 13,792
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	53	3,640	-	-	-	-	-
Commodities	-	-	-	1,000	1,000	1,000	1,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 53	\$ 3,640	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Transfers out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 10,165	\$ 7,975	\$ 9,567	\$ 8,815	\$ 10,742	\$ 11,817	\$ 12,792

Miracle Park Fund

Description of the Fund

The fund accounts for donations to be used for the operations and maintenance costs of the Miracle League Field and All-Inclusive Playground. The fund was created through a transfer in from the Ankeny Community Foundation, following construction and acceptance of the project by the City.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The fiscal year 2025 budget includes revenues of \$7,000 from interest income and donations. Expenditures of \$10,000 have been allocated to maintenance activities.

Estimated Ending Fund Balance

Fund balance at June 30, 2025, is projected to be \$64,997, a decrease of \$3,000 or 4.41%. Fund balance is being accumulated for future operations and maintenance costs.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Miracle Park Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 47,054	\$ 50,946	\$ 61,799	\$ 59,399	\$ 69,997	\$ 67,997	\$ 64,997
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	177	73	1,451	600	3,000	2,000	1,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	3,715	10,780	7,066	5,000	5,000	5,000	5,000
Total Revenues	\$ 3,892	\$ 10,853	\$ 8,517	\$ 5,600	\$ 8,000	\$ 7,000	\$ 6,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 50,946	\$ 61,799	\$ 70,316	\$ 64,999	\$ 77,997	\$ 74,997	\$ 70,997
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	319	5,000	6,000	5,000	5,000
Commodities	-	-	-	5,000	4,000	5,000	5,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ 319	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 50,946	\$ 61,799	\$ 69,997	\$ 54,999	\$ 67,997	\$ 64,997	\$ 60,997

Dog Park Fund

Description of the Fund

The fund accounts for donations restricted for the construction of a dog park. The Ankeny Dog Park was funded through a public-private partnership between the City and the Ankeny Dog Park Task Force.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The initial construction of the dog park has been completed. For fiscal year 2025, revenues and expenditures have been budgeted at \$0. All operating costs of the dog park are maintained in the City's general fund and expenses needed to operate the dog park are being offset by the sale of dog park passes.

Estimated Ending Fund Balance

The ending fund balance at June 30, 2025 is estimated be \$0, after the completion of improvements in fiscal year 2024.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Dog Park Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 5,693	\$ 275	\$ 609	\$ 1,350	\$ 1,377	\$ -	\$ -
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	14	1	27	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	333	741	-	-	-	-
Total Revenues	\$ 14	\$ 334	\$ 768	\$ -	\$ -	\$ -	\$ -
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 5,707	\$ 609	\$ 1,377	\$ 1,350	\$ 1,377	\$ -	\$ -
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	1,377	-	-
Capital Outlay	5,432	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 5,432	\$ -	\$ -	\$ -	\$ 1,377	\$ -	\$ -
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 275	\$ 609	\$ 1,377	\$ 1,350	\$ -	\$ -	\$ -

Parks and Recreation Scholarship Fund

Description of the Fund

The fund accounts for donations restricted for Parks and Recreation scholarships.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

During fiscal year 2023, the City received a one-time donation of \$27,174 from the Ankeny Leadership Institute to create a Parks and Recreation scholarship program. For fiscal year 2025, it is anticipated that scholarships totaling \$5,000 will be awarded.

Estimated Ending Fund Balance

Fund balance at June 30, 2025, is projected to be \$19,174, a decrease of \$4,200 or 17.97%. Fund balance is being accumulated for future scholarships.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Parks and Recreation Scholarship Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ -	\$ -	\$ -	\$ 22,174	\$ 27,174	\$ 23,374	\$ 19,174
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	1,200	800	500
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	27,174	-	-	-	-
Total Revenues	\$ -	\$ -	\$ 27,174	\$ -	\$ 1,200	\$ 800	\$ 500
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ -	\$ -	\$ 27,174	\$ 22,174	\$ 28,374	\$ 24,174	\$ 19,674
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	5,000	5,000	5,000	5,000
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ -	\$ -	\$ 27,174	\$ 17,174	\$ 23,374	\$ 19,174	\$ 14,674

Civic Trust Fund

Description of the Fund

The fund accounts for contributions made by the master developer of Prairie Trail to be used for civic improvements.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The Iowa State University Research Farm was a tract of land spanning over 1,000 acres near the geographic center of Ankeny and surrounded by development on all sides. In the summer of 2005, the City purchased the Iowa State University Research Farm and sold the property to a master developer through a bid proposal process. DRA Properties submitted the winning proposal for the property. The area is known as “Prairie Trail.”

The winning proposal included a contribution from the developer to a trust fund for the purpose of providing public improvements and municipal facilities within the project area. Under the proposal, the developer would contribute \$1.25 for every \$1 that the City spends on providing infrastructure to the area with a maximum contribution of \$25 million. The proposal called for an initial contribution by the developer of \$1 million. In addition, the developer agreed to donate ten acres of land within Prairie Trail to the City. This property was used as the location for the Police Station.

The civic trust fund agreement was amended in April 2008 to increase the financial commitment of the City and DRA Properties by \$20 million. This required the City to build an additional \$20 million of infrastructure in Prairie Trail and DRA Properties to reimburse the City 100% for the additional investment. This amendment revised the City’s total investment to \$40 million and DRA Properties reimbursement to the civic trust fund to \$45 million. In addition, the amendment committed DRA Properties to an additional donation of ten acres of land within Prairie Trail. This property was used as the location for Cascade Falls Aquatic Center, the City’s second aquatic facility.

To date, revenues provided by the civic trust fund agreement have been used for the reconstruction of Otter Creek Golf Course; development of Precedence Park; and construction of Cascade Falls Aquatic Center, Ankeny Kirkendall Public Library and the Albaugh Family Senior Community Center.

For revised fiscal year 2024, the City anticipates revenues of \$19,216 from civic trust contributions generated from the completion of the SW Des Moines Street – SW Prairie Trail Parkway to SW Magazine Road native plantings project. Expenditures and transfers out are budgeted at \$342,049, with funds being transferred to the capital projects fund for the construction of the Des Moines Street parks development, including 12 pickleball courts. For fiscal year 2025, revenues and expenditures have been budgeted at \$0.

Estimated Ending Fund Balance

The ending fund balance of the civic trust fund is projected to be \$0, as all commitments outlined in the civic trust fund agreement have been completed.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Civic Trust Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 797,056	\$ 3,756,369	\$ 2,937,833	\$ 340,101	\$ 322,833	\$ -	\$ -
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	3,959,313	186,464	-	-	19,216	-	-
Total Revenues	\$ 3,959,313	\$ 186,464	\$ -	\$ -	\$ 19,216	\$ -	\$ -
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 4,756,369	\$ 3,942,833	\$ 2,937,833	\$ 340,101	\$ 342,049	\$ -	\$ -
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	1,000,000	1,005,000	2,615,000	-	342,049	-	-
Ending Balance, June 30	\$ 3,756,369	\$ 2,937,833	\$ 322,833	\$ 340,101	\$ -	\$ -	\$ -



Debt Service Fund

Debt Service Fund

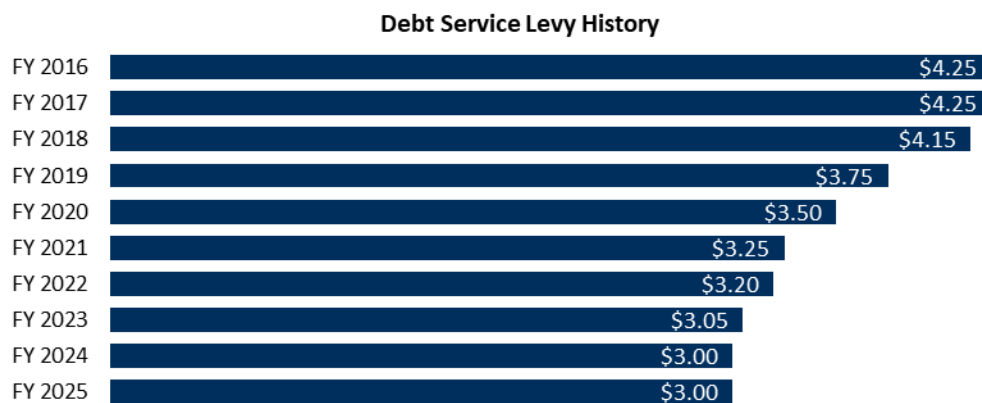
Description of the Fund

The fund accounts for the accumulation of resources to meet long-term debt service requirements, such as principal and interest payments and related costs. General obligation bonds are the most common type of bonds issued by the City. The taxable valuation of all real property located in the City is pledged to pay them.

There are two types of general obligation bonds: general corporate purpose and essential corporate purpose. Bonds issued for a general corporate purpose require a special election with a 60 percent majority vote. However, cities with a population of greater than 5,000 and less than 75,000 may issue general corporate purpose debt not to exceed \$700,000 per distinct project without a special election with a 30-day reverse referendum. Examples of general corporate purpose bonds include those issued for city hall, fire and police stations, aquatic centers, parks, recreational facilities, etc. Bonds issued for an essential corporate purpose need only the approval of a resolution by a majority of the city council at an official meeting following a published notice and public hearing. Examples of essential corporate purpose bonds include those issued for street construction and repairs, traffic signals, sidewalks, street lights, sewer facilities, bridges, capital equipment, etc.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The projected debt service levy for fiscal year 2025 is expected to remain at \$3.00 per \$1,000 of taxable property valuation, constituting 30.30% of the City's total property tax levy of \$9.90 per \$1,000 of taxable property valuation. Despite the relatively high percentage that the debt service levy represents within the total property tax levy, the City has notably decreased this levy over the past decade, as illustrated in the following debt service levy history:



Total fiscal year 2025 revenues of \$28,155,514, including transfers in, are necessary to support the principal, interest and paying agents' fees of \$26,086,257. Revenues include \$17,081,161 from property taxes, \$100,870 from mobile homes taxes and utility tax replacement, \$197,000 from interest income and \$226,018 from business property tax credits and commercial and industrial replacement ("backfill") from the state. Transfers in total \$8,443,991. Property taxes, the largest revenue source, increased from \$15,054,041 in fiscal year 2024 to \$17,081,161 in fiscal year 2025. This represents an increase of \$2,027,120 or 13.47% due to debt service taxable property valuation growth of 13.36%.

Debt service expenditures increased from \$25,026,907 to \$26,086,257, an increase of \$1,059,350 or 4.23%. The increase is the result of annual borrowings for capital projects and the accelerated repayment of existing debt. During fiscal year 2025, the City plans to issue \$21,410,000 in general obligation bonds to finance the 2025 capital improvement program.

Fifty-nine percent of the City's general obligation debt service is funded from the debt service levy. The remaining forty-one percent of general obligation debt is paid from funding sources other than property taxes. These other revenue sources

include transfers in from the general, road use tax, tax increment financing, water, sewer and storm water funds.

Estimated Ending Fund Balance

The fund balance is projected to decrease \$37,217 from \$2,106,474 to \$2,069,257. The debt service fund balance is reserved for future debt service requirements.

Debt Service Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 1,701,107	\$ 1,668,957	\$ 1,835,526	\$ 1,833,885	\$ 1,890,978	\$ 2,106,474	\$ 2,069,257
Revenues:							
Property Taxes	\$ 13,540,664	\$ 14,253,678	\$ 14,611,968	\$ 15,054,041	\$ 15,054,041	\$ 17,081,161	\$ 17,909,937
Non-Property Taxes	93,467	105,308	104,974	103,287	103,287	100,870	105,376
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	13,654	3,241	108,608	36,000	255,000	197,000	144,000
Intergovernmental	335,718	342,757	276,946	304,464	304,402	226,018	158,745
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Bond Proceeds	16,946,359	14,660,000	-	-	-	-	-
Total Revenues	\$ 30,929,862	\$ 29,364,984	\$ 15,102,496	\$ 15,497,792	\$ 15,716,730	\$ 17,605,049	\$ 18,318,058
Transfers In	9,326,129	8,824,235	9,158,442	9,529,203	9,525,673	8,443,991	8,612,939
Funds Available	\$ 41,957,098	\$ 39,858,176	\$ 26,096,464	\$ 26,860,880	\$ 27,133,381	\$ 28,155,514	\$ 29,000,254
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	6,841	6,400	6,000	6,600	6,600	6,700	6,800
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service:							
Principal	35,495,000	33,310,000	19,340,000	20,375,000	20,450,000	21,490,000	22,230,000
Interest	4,786,300	4,706,250	4,859,486	4,646,889	4,570,307	4,589,557	4,789,557
Total Expenditures	\$ 40,288,141	\$ 38,022,650	\$ 24,205,486	\$ 25,028,489	\$ 25,026,907	\$ 26,086,257	\$ 27,026,357
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 1,668,957	\$ 1,835,526	\$ 1,890,978	\$ 1,832,391	\$ 2,106,474	\$ 2,069,257	\$ 1,973,897

Looking Ahead to Fiscal Year 2026 and Beyond

Long-range forecasting shows a stable debt service levy of \$3.00 through fiscal year 2030. The 2024-2028 Capital Improvement Program plans for the future issuance of general obligation bonds as follows:

FY 2026	\$37,140,000
FY 2027	31,785,000
FY 2028	30,455,000

Bond Rating

The City's general obligation bond rating with Moody's Investors Service is Aa1. On May 4, 2023, Moody's Investors Service completed its annual review of the City's credit and affirmed an underlying rating of Aa1 to the City's general obligation bonds. The following table shows the comparable investment grade ratings for Moody's Investors Service.

Quality of Rating	Moody's Investors Service
Best	Aaa
	Aa1
High	Aa2
	Aa3
	A1
Upper Medium	A2
	A3
	Baa1
Medium Grade	Baa2
	Baa3

Debt Limit Projection and the Legal Debt Limit

The State of Iowa Constitution limits the amount of debt outstanding of any county, municipality or other political subdivision at no more than 5% of the actual value of all taxable property within the corporate limits, as taken from the last state and county tax list. The computation for the legal debt limit of the City is shown in the table titled Debt Limit Projection on the next page. This table provides the debt limit projections through fiscal year 2028 to correspond with projects planned in the 2024-2028 Capital Improvement Program.

Debt Limit Projection

Based on Constitutional Limit:

Outstanding Debt		
Issue Date	Maturity Date	Outstanding Debt
12/22/14	06/01/28	\$ 9,790,000
05/28/15	06/01/25	1,570,000
05/28/15	06/01/24	280,000
03/31/16	06/01/28	2,645,000
05/25/16	06/01/26	2,710,000
05/31/17	06/01/27	3,740,000
05/30/18	06/01/28	8,070,000
05/28/19	06/01/29	11,720,000
06/09/20	06/01/30	8,165,000
06/09/21	06/01/31	15,245,000
05/25/22	06/01/37	26,725,000
06/21/23	06/01/33	13,790,000
Rebate and Lease Agreements		7,401,092
Total Outstanding Debt		<u>\$ 111,851,092</u>

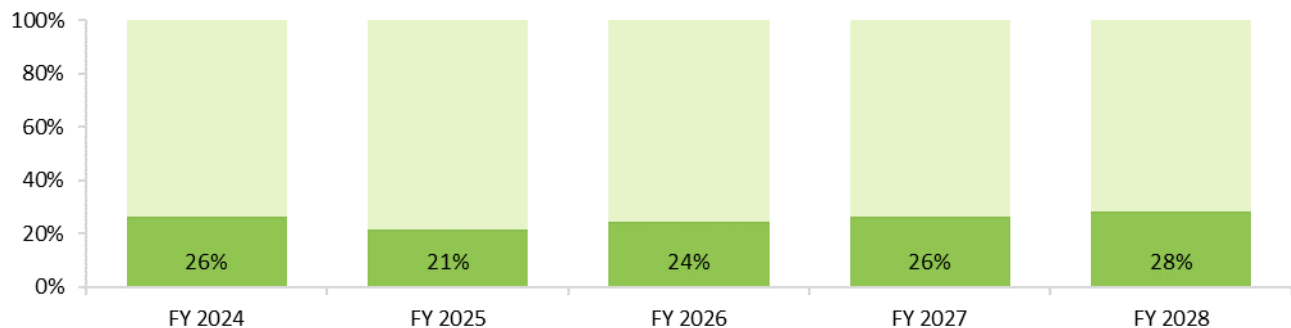
Projected Debt

Fiscal Year	Debt Addition	Debt Reduction	Change in Rebates	Net Change	Projected Outstanding Debt
2024	\$ 17,635,000	\$ 20,450,000	\$ -	\$ (2,815,000)	\$ 109,036,092
2025	21,410,000	16,850,000	(384,715)	4,175,285	113,211,377
2026	37,140,000	15,775,000	(1,678,719)	19,686,281	132,897,659
2027	31,785,000	15,485,000	(1,873,820)	14,426,180	147,323,839
2028	30,455,000	14,395,000	(880,301)	15,179,699	162,503,538

Calculation of Legal Debt Limit

Fiscal Year	Assessed Value	Debt Limit Value (5%)	Projected Outstanding Debt	Unused Debt Limit	% of Debt Limit Used
2024	8,329,098,390	\$ 416,454,920	\$ 109,036,092	\$ 307,418,827	26%
2025	10,605,039,333	530,251,967	113,211,377	417,040,589	21%
2026	10,873,164,527	543,658,226	132,897,659	410,760,568	24%
2027	11,149,333,477	557,466,674	147,323,839	410,142,835	26%
2028	11,433,787,495	571,689,375	162,503,538	409,185,836	28%

Projected Debt Limit



Summary of Principal and Interest Maturities

Annual debt service requirements to service all outstanding indebtedness accounted for in the debt service fund are shown below:

Total Debt Service Requirements				Net General Obligation Debt		
Fiscal Year	Principal	Interest	Total	Total Debt Service Abatement	Debt Service Levy	Total
2024	\$ 20,450,000	\$ 4,570,307	\$ 25,020,307	\$ 9,525,673	\$ 15,494,634	\$ 25,020,307
2025	16,850,000	3,681,763	20,531,763	8,282,827	12,248,936	20,531,763
2026	15,775,000	2,899,019	18,674,019	7,842,088	10,831,931	18,674,019
2027	15,485,000	2,203,781	17,688,781	7,364,263	10,324,519	17,688,781
2028	14,395,000	1,531,300	15,926,300	6,192,394	9,733,906	15,926,300
2029	8,035,000	909,175	8,944,175	3,894,544	5,049,631	8,944,175
2030	3,855,000	536,825	4,391,825	1,567,344	2,824,481	4,391,825
2031	3,220,000	358,225	3,578,225	1,184,844	2,393,381	3,578,225
2032	2,660,000	241,663	2,901,663	963,463	1,938,200	2,901,663
2033	1,675,000	138,963	1,813,963	611,713	1,202,250	1,813,963
2034	490,000	64,119	554,119	554,119	-	554,119
2035	505,000	49,419	554,419	554,419	-	554,419
2036	520,000	33,638	553,638	553,638	-	553,638
2037	535,000	17,388	552,388	552,388	-	552,388
	<u>\$ 104,450,000</u>	<u>\$ 17,235,582</u>	<u>\$ 121,685,582</u>	<u>\$ 49,643,713</u>	<u>\$ 72,041,869</u>	<u>\$ 121,685,582</u>

Total Debt Service Abatements								
Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 6,561,449	\$ 561,194	\$ 433,705	\$ 85,600	\$ 87,750	\$ 87,750	\$ 87,750	\$ 1,620,475
2025	5,183,888	562,375	562,114	87,350	87,750	87,750	87,750	1,623,850
2026	4,774,756	556,875	552,306	83,850	87,583	87,583	87,583	1,611,550
2027	4,333,956	565,625	554,806	85,350	88,917	88,917	88,917	1,557,775
2028	3,603,650	557,875	551,306	86,600	88,333	88,333	88,333	1,127,963
2029	1,786,400	565,075	552,056	88,400	88,400	88,400	88,400	637,413
2030	249,600	481,125	551,806	-	-	-	-	284,813
2031	-	446,575	550,556	-	-	-	-	187,713
2032	-	223,550	552,763	-	-	-	-	187,150
2033	-	31,500	553,963	-	-	-	-	26,250
2034	-	-	554,119	-	-	-	-	-
2035	-	-	554,419	-	-	-	-	-
2036	-	-	553,638	-	-	-	-	-
2037	-	-	552,388	-	-	-	-	-
	<u>\$ 26,493,699</u>	<u>\$ 4,551,769</u>	<u>\$ 7,629,945</u>	<u>\$ 517,150</u>	<u>\$ 528,733</u>	<u>\$ 528,733</u>	<u>\$ 528,733</u>	<u>\$ 8,864,950</u>

Note: The schedule represents current debt outstanding. The debt service fund summary will not match due to the issuance of additional bonds.

Debt to Maturity Schedules

General Obligation Refunding Capital Loan Notes, Series 2014G

Dated: December 22, 2014

Original Value: \$22,450,000

Bond Rating: Moody's Investors Service Aa2

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,625,000	\$ 388,838	\$ 2,013,838	5.000%
2025	1,775,000	307,588	2,082,588	5.000%
2026	1,925,000	218,838	2,143,838	3.250%
2027	2,140,000	156,275	2,296,275	3.500%
2028	2,325,000	81,375	2,406,375	3.500%
	<u>\$ 9,790,000</u>	<u>\$ 1,152,913</u>	<u>\$ 10,942,913</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

SE Corporate Woods Drive Sanitary Sewer	\$ 1,100,000
Four Mile Basin Main Outfall Extension	645,500
Annual Sanitary Sewer Replacement Program	619,500
Annual Water Main Replacement Program	600,000
SW Prairie Trail Parkway	940,000
NW 36th Street Paving Project	3,500,000
NW Ash Drive Paving Project	2,300,400
NE 36th Street Interchange Justification Study	300,000
NW Weigel Drive Paving Project	196,000
Citywide Street Reconstruction	500,000
Annual Park Development Program	500,000
Park Land Acquisition	250,000
Four Mile Creek Stream Restoration Project	200,000
NW 9th Street/NW State Street Traffic Signal Project	250,000
Police Headquarters Building	14,500,000
Fire Station Headquarters Addition	2,700,000
Fire Station No. 2	3,900,000

General Obligation Bonds, Series 2015A**Dated: May 28, 2015****Original Value: \$7,750,000****Bond Rating: Moody's Investors Service Aa2**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 775,000	\$ 32,394	\$ 807,394	2.000%
2025	795,000	16,894	811,894	2.125%
	<u>\$ 1,570,000</u>	<u>\$ 49,288</u>	<u>\$ 1,619,288</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 250,000
Annual Sidewalk/Trail Construction Program	380,000
Annual PCC Street Patching Program	500,000
Annual Asphalt Street Resurfacing Program	55,000
Annual Pavement Preservation Program	100,000
Annual Street Replacement Program	450,000
Annual Traffic Signal Improvement Program	380,000
Uptown Street Shop and Water Shop Demolition	61,000
NW 13th Street RCB Culvert	80,000
SW Vintage Parkway	250,000
SW Prairie Trail Parkway	1,425,000
The District at Prairie Trail – Parking Lot Phase 3A	1,570,000
Promenade Park Trail Connection – Phase 2	280,000
Prairie Ridge Sports Complex – Field Improvements	52,300
Prairie Ridge Sports Complex – Drainage Improvements	72,000
Prairie Ridge Sports Complex – Additional Multi-Use Field	74,000
High Trestle Trail – SW Ordnance Road Connection	50,000
NE 36th Street Reconstruction	500,000
West 1 st Street and State Street Intersection Improvements	1,150,000
SE Oralabor Road and SE Delaware Avenue Intersection Improvements	125,000
NW Irvinedale Drive Safety Improvements	380,000
Ankeny Boulevard and 1 st Street Intersection Study	25,000
School Zone Flashing Signals	88,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 390,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025	393,181	-	-	-	-	-	-	-
	<u>\$ 783,862</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General Obligation Annual Appropriation Urban Renewal Bonds, Series 2015B**Dated: May 28, 2015****Original Value: \$2,200,000****Bond Rating: Moody's Investors Service A1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 280,000	\$ 7,000	\$ 287,000	2.500%
	\$ 280,000	\$ 7,000	\$ 287,000	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Joint Maintenance Facility \$ 2,200,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 287,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 287,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

General Obligation Refunding Bonds, Series 2016A**Dated: March 31, 2016****Original Value: \$13,090,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,300,000	\$ 58,925	\$ 1,358,925	2.000%
2025	325,000	32,925	357,925	2.000%
2026	330,000	26,425	356,425	2.250%
2027	340,000	19,000	359,000	2.500%
2028	350,000	10,500	360,500	3.000%
	<u>\$ 2,645,000</u>	<u>\$ 147,775</u>	<u>\$ 2,792,775</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Fire Station Headquarters Addition	\$ 1,800,000
Police Headquarters Building	3,000,000
Westside Landfill Closure	1,500,000
State Street Sewer Relocation	774,400
Police Station Sanitary Sewer Extension	460,000
State Street Water Main	1,060,000
Saylor Creek Tributary Improvements	3,400,000
Prairie Trail Street Improvements	3,245,000
Annual Park Development Program	700,000
Park Land Acquisition	100,000
Annual Sidewalk/Trail Construction Program	125,000
Traffic Signal Installations	275,000
Sawgrass Park Development	350,000
Annual Sanitary Sewer Replacement Program	400,000
NE 36th Street Interchange Justification Study	200,000
Citywide Street Reconstruction	500,000
Annual Asphalt Street Resurfacing Program	250,000
NE 36th Street/I-35 Interchange Project	500,000
NW Weigel Drive/NW 18th Street – Phase 2	2,347,000
West 1 st Street Extension	5,273,300
NW 18th Street/I-35 Bridge Improvements	925,000
Storm Water Facility Improvements	250,000
Four Mile Creek Basin Main Outfall Extension	1,500,000
Annual Water Main Replacement Program	500,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$1,021,511	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>\$1,021,511</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General Obligation Bonds, Series 2016B**Dated: May 25, 2016****Original Value: \$13,000,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 880,000	\$ 54,200	\$ 934,200	2.000%
2025	905,000	36,600	941,600	2.000%
2026	925,000	18,500	943,500	2.000%
	<u>\$ 2,710,000</u>	<u>\$ 109,300</u>	<u>\$ 2,819,300</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 250,000
Annual PCC Street Patching Program	400,000
Annual Asphalt Street Resurfacing Program	300,000
Annual Street Replacement Program	500,000
Annual Traffic Signal Improvement Program	225,000
Fire Station No. 3	700,000
NW 13th Street RCB Culvert – Rock Creek	480,000
SW Vintage Parkway – SW Irvinedale Drive to SW Magazine Road	2,600,000
The District at Prairie Trail – Parking Lot Phase 3B and Merchant Street Extension	50,000
SW Prairie Trail Parkway – FFA Enrichment Center to SW School Street	400,000
The District at Prairie Trail – Street Extensions	75,000
Prairie Ridge Sports Complex – Field Improvements	56,000
Prairie Ridge Sports Complex – Drainage Improvements	72,000
Tributary A to Four Mile Creek Channel Improvements	450,000
Tradition Detention Basin and Channel Improvements	150,000
NE 36th Street Reconstruction	2,475,000
SE Oralabor Road and SE Delaware Avenue Intersection Improvements	400,000
Current Refunding of Series 2008B Bonds	4,105,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 339,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,800
2025	343,300	-	-	-	-	-	-	67,600
2026	341,700	-	-	-	-	-	-	66,300
	<u>\$ 1,024,700</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 197,700</u>

General Obligation Bonds, Series 2017A**Dated: May 31, 2017****Original Value: \$11,675,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,000,000	\$ 136,831	\$ 1,136,831	5.000%
2025	875,000	86,831	961,831	5.000%
2026	920,000	43,081	963,081	2.500%
2027	945,000	20,081	965,081	2.125%
	<u>\$ 3,740,000</u>	<u>\$ 286,824</u>	<u>\$ 4,026,824</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 250,000
Annual Sidewalk/Trail Construction Program	300,000
Annual PCC Street Patching Program	200,000
Annual Asphalt Street Resurfacing Program	164,000
Annual Pavement Preservation Program	150,000
Annual Street Replacement Program	300,000
Annual Traffic Signal Improvement Program	250,000
NE Delaware Avenue Pedestrian Bridge and Trail Connection	80,000
NE 54th Street Bridge Replacement and Trail Connection	50,000
NE Four Mile Drive RCB Culvert for Deer Creek	110,000
SW Vintage Parkway – SW Irvinedale Drive to SW Magazine Road	50,000
SW Des Moines Street Trunk Sewer – SW Prairie Trail Parkway to SW Magazine Road	50,000
SW Plaza Parkway and SW College Avenue Extension	170,000
The District at Prairie Trail – Parking Lot Phase 3B and Merchant Street Extension	750,000
The District at Prairie Trail – SW Campustown Drive and SW Merchant Street	2,750,000
SW Plaza Parkway and SW College Avenue Detention Basins	1,500,000
The District at Prairie Trail – SW Market Street	100,000
High Trestle Trail Extension – SW Ordinance Road to SE Oralabor Road	40,000
Tradition Detention Basin and Channel Improvements	830,000
SE Creekview Drive Paving and Drainage Improvements	50,000
NE 36th Street Reconstruction	2,950,000
SE Oralabor Road and SE Delaware Avenue Intersection Improvements	1,239,000
NW Irvinedale Drive Corridor Improvements	175,000
Ankeny Boulevard and 1st Street Intersection Improvements	100,000
South Ankeny Boulevard and SE Shurfine Drive/SW Prairie Trail Parkway Intersection Improvements	25,000
SE Corporate Woods Drive Turn Lane	130,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 536,406	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,038
2025	533,156	-	-	-	-	-	-	88,038
2026	533,906	-	-	-	-	-	-	89,038
2027	536,156	-	-	-	-	-	-	91,913
	<u>\$ 2,139,625</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 361,025</u>

General Obligation Bonds, Series 2018A

Dated: May 30, 2018

Original Value: \$17,970,000

Bond Rating: Moody's Investors Service Aa1

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,470,000	\$ 334,700	\$ 1,804,700	5.000%
2025	1,540,000	261,200	1,801,200	5.000%
2026	1,620,000	184,200	1,804,200	5.000%
2027	1,700,000	103,200	1,803,200	3.000%
2028	1,740,000	52,200	1,792,200	3.000%
	<u>\$ 8,070,000</u>	<u>\$ 935,500</u>	<u>\$ 9,005,500</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 450,000
Annual Sidewalk/Trail Construction Program	305,000
Annual PCC Street Patching Program	760,000
Annual Asphalt Street Resurfacing Program	154,000
Annual Pavement Preservation Program	200,000
Annual Traffic Signal Improvement Program	290,000
Fire Station No. 3	2,550,000
Library and Ankeny Public Services Library Remodel	3,800,000
NE Delaware Avenue Pedestrian Bridge and Sidewalk Connection	550,000
NE 54th Street Bridge Replacement and Trail Connection	100,000
NE Four Mile Drive RCB Culvert for Deer Creek	975,000
SW Plaza Parkway and SW College Avenue Extension	2,460,000
SW Des Moines Street Trunk Sewer – SW Magazine Road to SW Elm Street	414,000
SW Des Moines Street – SW Prairie Trail Parkway to SW Magazine Road	390,000
The District at Prairie Trail – SW Market Street	1,240,000
SW Prairie Trail Parkway Sidewalk Improvements	125,000
SW State Street and SW Magazine Road Intersection Improvements	650,000
Hawkeye Park Sports Complex – Field Lighting	50,000
High Trestle Trail Extension – SW Ordinance Road to SE Oralabor Road	120,000
SE Creekview Drive Drainage and Paving Improvements	525,000
East 1st Street and I-35 Interchange Reconstruction	65,000
NW Irvinedale Drive and NW 5th Street Intersection Improvements	2,550,000
Ankeny Boulevard and 1st Street Intersection Improvements	350,000
South Ankeny Boulevard and SE Shurfine Drive/SW Prairie Trail Parkway Intersection Improvements	275,000
West 1st Street Widening and Improvements – Phase 1	100,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 663,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025	661,100	-	-	-	-	-	-	-
2026	662,850	-	-	-	-	-	-	-
2027	663,100	-	-	-	-	-	-	-
2028	664,350	-	-	-	-	-	-	-
	<u>\$ 3,314,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General Obligation Bonds, Series 2019A**Dated: May 28, 2019****Original Value: \$20,740,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,720,000	\$ 543,150	\$ 2,263,150	5.000%
2025	1,810,000	457,150	2,267,150	5.000%
2026	1,900,000	366,650	2,266,650	5.000%
2027	2,005,000	271,650	2,276,650	5.000%
2028	2,095,000	171,400	2,266,400	4.000%
2029	2,190,000	87,600	2,277,600	4.000%
	<u>\$ 11,720,000</u>	<u>\$ 1,897,600</u>	<u>\$ 13,617,600</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 300,000
Annual PCC Street Patching Program	777,000
Annual Asphalt Street Resurfacing Program	150,000
Annual Pavement Preservation Program	250,000
Annual Traffic Signal Improvement Program	660,000
Ankeny Public Services Library Remodel	4,700,000
NE Delaware Avenue Pedestrian Bridge and Sidewalk Connection	220,000
NE 54th Street Bridge Replacement and Trail Connection	150,000
SW Des Moines Street – SW Prairie Trail Parkway to SW Magazine Road	4,730,000
SW Des Moines Street – SW Magazine Road to SW 11 th Street	3,900,000
High Trestle Trail Extension – SW Ordinance Road to SE Oralabor Road	1,040,000
Wildflower Detention Basin Improvements	75,000
Tradition Park Detention Basin Flood Repair	235,000
North Creek Channel Flood Repair	167,908
Westwinds Channel Flood Repair	200,000
SE Creekview Drive Drainage and Paving Improvements	1,025,000
East 1st Street and I-35 Interchange Reconstruction	469,666
South Ankeny Boulevard and SE Shurfine Drive/SW Prairie Trail Parkway Intersection Improvements	2,700,000
NW 18 th Street Extension – NW Weigel Drive to NW Abbie Drive	50,000
West 1st Street Widening and Improvements – Phase 1	650,000
SE Hulsizer Road Realignment	325,000
SW Oralabor Road and DMACC Boulevard Intersection Improvements	200,000
North Ankeny Boulevard and Georgetown Boulevard Intersection Improvements	260,000
SW State Street Paving Improvements	75,000
South Ankeny Boulevard and Magazine Road Safety Improvements	10,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 1,157,150	\$ 78,800	\$ -	\$ 85,600	\$ 87,750	\$ 87,750	\$ 87,750	\$ 73,300
2025	1,158,150	80,800	-	87,350	87,750	87,750	87,750	75,550
2026	1,156,900	77,550	-	83,850	87,583	87,583	87,583	77,550
2027	1,158,400	79,300	-	85,350	88,917	88,917	88,917	79,300
2028	1,157,400	75,800	-	86,600	88,333	88,333	88,333	75,800
2029	1,159,600	78,000	-	88,400	88,400	88,400	88,400	78,000
	<u>\$ 6,947,600</u>	<u>\$ 470,250</u>	<u>\$ -</u>	<u>\$ 517,150</u>	<u>\$ 528,733</u>	<u>\$ 528,733</u>	<u>\$ 528,733</u>	<u>\$ 459,500</u>

General Obligation Bonds, Series 2020A**Dated: June 9, 2020****Original Value: \$17,520,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,405,000	\$ 392,950	\$ 1,797,950	5.000%
2025	1,475,000	322,700	1,797,700	5.000%
2026	1,540,000	248,950	1,788,950	5.000%
2027	1,500,000	171,950	1,671,950	5.000%
2028	715,000	96,950	811,950	5.000%
2029	750,000	61,200	811,200	4.000%
2030	780,000	31,200	811,200	4.000%
	<u>\$ 8,165,000</u>	<u>\$ 1,325,900</u>	<u>\$ 9,490,900</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 550,000
Annual Sidewalk/Trail Construction Program	100,000
Annual PCC Street Patching Program	940,000
Annual Asphalt Street Resurfacing Program	190,000
Annual Pavement Preservation Program	250,000
Annual Street Replacement Program	815,000
Annual Traffic Signal Improvement Program	1,065,000
Prairie Ridge Sports Complex – Drainage Improvements	80,000
Prairie Ridge Sports Complex – Tee Ball Field	154,000
High Trestle Trail Trailhead and Parking Lot	325,000
Dog Park Parking Lot Expansion	125,000
High Trestle Trail Extension – SE Magazine Road to SE Oralabor Road	150,000
Wildflower Detention Basin Improvements	480,000
North Creek Channel Flood Repair	241,000
SE 3rd Street Area Storm Sewer Improvements	160,000
East 1st Street and I-35 Interchange Reconstruction	966,666
NW 18th Street Extension – NW Weigel Drive to NW Spruce Drive	460,000
West 1st Street Widening and Improvements – Phase 1	410,000
North Ankeny Boulevard Landscaping and Median Improvements	50,000
SE Hulsizer Road Realignment	2,213,554
SW State Street Reconstruction – SW Ordinance Road to West 1st Street (Northbound Lanes)	1,275,000
South Ankeny Boulevard and Magazine Road Safety Improvements	60,000
West 1st Street Joint Utility Trench	495,000
NW 36th Street Widening – NW Ash Drive to North Ankeny Boulevard	40,000
SE Delaware Avenue Widening	15,000
SE Delaware Avenue and SE Corporate Woods Drive Intersection Improvements	60,000
SW Oralabor Road and SW State Street Safety Improvements	35,000
West 1st Street Temporary Traffic Signals	125,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 564,300	\$ 33,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 436,200
2025	567,050	32,400	-	-	-	-	-	433,700
2026	553,550	31,150	-	-	-	-	-	430,450
2027	444,550	29,900	-	-	-	-	-	431,450
2028	249,800	28,650	-	-	-	-	-	96,450
2029	248,800	32,400	-	-	-	-	-	97,200
2030	249,600	31,200	-	-	-	-	-	93,600
	<u>\$ 2,877,650</u>	<u>\$ 219,350</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,019,050</u>

General Obligation Bonds, Series 2021A

Dated: June 9, 2021

Original Value: \$25,045,000

Bond Rating: Moody's Investors Service Aa1

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 2,420,000	\$ 742,700	\$ 3,162,700	5.000%
2025	2,540,000	621,700	3,161,700	5.000%
2026	2,655,000	494,700	3,149,700	5.000%
2027	2,800,000	361,950	3,161,950	5.000%
2028	2,930,000	221,950	3,151,950	5.000%
2029	605,000	75,450	680,450	5.000%
2030	635,000	45,200	680,200	4.000%
2031	660,000	19,800	679,800	3.000%
	<u>\$ 15,245,000</u>	<u>\$ 2,583,450</u>	<u>\$ 17,828,450</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 297,000
Annual Sidewalk/Trail Construction Program	225,000
Annual PCC Street Patching Program	1,150,000
Annual Asphalt Street Resurfacing Program	200,000
Annual Pavement Preservation Program	250,000
Annual Traffic Signal Improvement Program	1,015,000
NE Four Mile Drive RCB Culvert – Deer Creek	66,000
High Trestle Trail Trailhead and Parking Lot	31,000
High Trestle Trail Extension – SE Magazine Road to SE Oralabor Road	1,550,000
Oralabor Gateway Trail – SW State Street Grade-Separated Crossing	35,000
East 1 st Street and I-35 Interchange Reconstruction	666,667
NE Delaware Avenue Reconstruction – NE 5 th Street to NE 18 th Street	250,000
NW 18 th Street Extension – NW Weigel Drive to NW Spruce Drive	2,486,000
West 1 st Street Widening and Improvements – Phase 1	2,160,000
South Ankeny Boulevard and Magazine Road Safety Improvements	130,000
NW 26 th Street Widening	250,000
NW 36 th Street and NW State Street Interim Improvements	50,000
NW 18 th Street Reconstruction – NW Ash Drive to North Ankeny Boulevard	50,000
NW 36 th Street Widening – NW Ash Drive to North Ankeny Boulevard	375,000
SE Delaware Avenue Widening	100,000
SE Delaware Avenue and SE Corporate Woods Drive Intersection Improvements	550,000
SW Oralabor Road and SW State Street Safety Improvements	120,000
Current Refunding of Series 2013A and 2013B Bonds	14,375,000

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 1,152,600	\$ 229,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 499,300
2025	1,151,450	226,450	-	-	-	-	-	503,750
2026	1,149,100	228,200	-	-	-	-	-	495,000
2027	1,155,500	229,450	-	-	-	-	-	499,650
2028	1,157,100	230,200	-	-	-	-	-	504,000
2029	-	230,450	-	-	-	-	-	-
2030	-	230,200	-	-	-	-	-	-
2031	-	226,600	-	-	-	-	-	-
	<u>\$ 5,765,750</u>	<u>\$ 1,831,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,501,700</u>

General Obligation Bonds, Series 2022A**Dated: May 25, 2022****Original Value: \$31,665,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 3,905,000	\$ 1,227,425	\$ 5,132,425	5.000%
2025	2,850,000	1,032,175	3,882,175	5.000%
2026	3,105,000	889,675	3,994,675	5.000%
2027	3,155,000	734,425	3,889,425	5.000%
2028	3,300,000	576,675	3,876,675	5.000%
2029	3,500,000	411,675	3,911,675	5.000%
2030	1,400,000	236,675	1,636,675	5.000%
2031	1,470,000	166,675	1,636,675	2.875%
2032	1,515,000	124,413	1,639,413	3.000%
2033	475,000	78,963	553,963	3.125%
2034	490,000	64,119	554,119	3.000%
2035	505,000	49,419	554,419	3.125%
2036	520,000	33,638	553,638	3.125%
2037	535,000	17,388	552,388	3.250%
	<u>\$ 26,725,000</u>	<u>\$ 5,643,338</u>	<u>\$ 32,368,338</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 305,000
Annual Sidewalk/Trail Construction Program	200,000
Annual PCC Street Patching Program	506,000
Annual Asphalt Street Resurfacing Program	340,000
Annual Pavement Preservation Program	357,000
Annual Traffic Signal Improvement Program	950,000
Annual Street Replacement Program	39,000
NE Four Mile Drive RCB Culvert for Deer Creek	266,000
High Trestle Trail Experience Park	200,000
High Trestle Trail Extension – SE Magazine Road to SE Oralabor Road	100,000
Oralabor Gateway Trail – SW State Street Grade-Separated Crossing	185,000
Rock Creek Trail and Native Plantings	180,000
Four Mile Creek Channel Stabilization – NE 47 th Street to NE 54 th Street	20,000
High Trestle Trail Channel Stabilization – Phase 1	275,000
High Trestle Trail Channel Stabilization – Phase 2	50,000
Tributary to Four Mile Creek Channel Stabilization	40,000
SE 3 rd Street Area Trunk Storm Sewer Improvements	820,000
Westwinds Storm Sewer Extension	190,000
West 1 st Street Widening and Improvements – Phase 1	1,485,000
NW 36 th Street and NW State Street Interim Improvements	785,000
NW 18 th Street Reconstruction – NW Ash Drive to North Ankeny Boulevard	305,000
NW 36 th Street Widening – NW Ash Drive to North Ankeny Boulevard	4,322,000
SE Delaware Avenue Widening	1,016,000
SW Oralabor Road and SW State Street Safety Improvements	200,000
SW State Street Reconstruction – SW Ordinance Road to West 1 st Street (Southbound Lanes)	75,000
Uptown Parking Improvements	180,000
NE 36 th Street Reconstruction – Interstate 35 to NE Four Mile Drive	5,942,681
Current Refunding of Series 2014A and 2014B Bonds	14,660,000

Debt Service Fund

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ 449,000	\$ 187,725	\$ 219,056	\$ -	\$ -	\$ -	\$ -	\$ 425,213
2025	376,500	191,475	554,056	-	-	-	-	424,963
2026	376,750	189,725	552,306	-	-	-	-	423,963
2027	376,250	192,725	554,806	-	-	-	-	427,213
2028	375,000	190,225	551,306	-	-	-	-	424,463
2029	378,000	192,475	552,056	-	-	-	-	430,963
2030	-	189,225	551,806	-	-	-	-	161,213
2031	-	190,725	550,556	-	-	-	-	158,963
2032	-	190,550	552,763	-	-	-	-	159,650
2033	-	-	553,963	-	-	-	-	-
2034	-	-	554,119	-	-	-	-	-
2035	-	-	554,419	-	-	-	-	-
2036	-	-	553,638	-	-	-	-	-
2037	-	-	552,388	-	-	-	-	-
	\$ 2,331,500	\$1,714,850	\$ 7,407,238	\$ -	\$ -	\$ -	\$ -	\$ 3,036,600

General Obligation Bonds, Series 2023B**Dated: June 21, 2023****Original Value: \$13,790,000****Bond Rating: Moody's Investors Service Aa1**

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 3,670,000	\$ 651,194	\$ 4,321,194	5.000%
2025	1,960,000	506,000	2,466,000	5.000%
2026	855,000	408,000	1,263,000	5.000%
2027	900,000	365,250	1,265,250	5.000%
2028	940,000	320,250	1,260,250	5.000%
2029	990,000	273,250	1,263,250	5.000%
2030	1,040,000	223,750	1,263,750	5.000%
2031	1,090,000	171,750	1,261,750	5.000%
2032	1,145,000	117,250	1,262,250	5.000%
2033	1,200,000	60,000	1,260,000	5.000%
	<u>\$ 13,790,000</u>	<u>\$ 3,096,694</u>	<u>\$ 16,886,694</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Annual Park Development Program	\$ 365,000
Annual Sidewalk/Trail Construction Program	210,000
Annual PCC Street Patching Program	1,490,000
Annual Asphalt Street Resurfacing Program	475,000
Annual Pavement Preservation Program	350,000
Annual Traffic Signal Improvements Program	875,000
Fire Station No. 4	700,000
NE Frisk Drive Bridge over Deer Creek	90,000
NE 62 nd Street RCB Culvert for Four Mile Creek Tributary	75,000
Prairie Ridge Sports Complex Tennis Courts Overlay	260,000
Tributary to Four Mile Creek Channel Stabilization	250,000
NE Delaware Avenue Reconstruction – NE 5 th Street to NE 18 th Street	2,170,000
North Ankeny Boulevard and 18 th Street Intersection Improvements	240,000
NW 36 th Street Asphalt Overlay – NW Weigel Drive to NW Irvinedale Drive	115,000
SW Oralabor Road and SW Edgewood Lane Intersection Improvements	50,000
NW 18 th Street Reconstruction – NW Ash Drive to North Ankeny Boulevard	5,400,000
NW 36 th Street Widening – NW Ash Drive to North Ankeny Boulevard	125,000
NW Irvinedale Drive and NW 18 th Street Intersection Improvements	100,000
Uptown Parking Improvements	272,000
NW Weigel Drive Asphalt Overlay – NW 18 th Street to NW 36 th Street	130,000
North Ankeny Boulevard Improvements – 1 st Street to 11 th Street	250,000
NW State Street Extension Preliminary Design	500,000
South Ankeny Boulevard Improvements – SE Peterson Drive to 1 st Street	200,000
SW Magazine Road and SW State Street Intersection Capacity Improvements	60,000
Fiber Optic Network Upgrade	200,000
SE Corporate Woods Drive and SE Crosswinds Drive Traffic Signal	40,000

Debt Service Fund

Fiscal Year	TIF District #1	TIF District #2	TIF District #3	General	Road Use Tax	Water	Sewer	Storm Water
2024	\$ -	\$ 31,569	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,625
2025	-	31,250	-	-	-	-	-	30,250
2026	-	30,250	-	-	-	-	-	29,250
2027	-	34,250	-	-	-	-	-	28,250
2028	-	33,000	-	-	-	-	-	27,250
2029	-	31,750	-	-	-	-	-	31,250
2030	-	30,500	-	-	-	-	-	30,000
2031	-	29,250	-	-	-	-	-	28,750
2032	-	33,000	-	-	-	-	-	27,500
2033	-	31,500	-	-	-	-	-	26,250
	\$ -	\$ 316,319	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 289,375



Business Type Activities/ Enterprise Funds

Solid Waste Fund

Description of the Fund

The fund is an enterprise fund that accounts for solid waste activities. A monthly fee is collected from each household on the utility bill to cover expenses related to the collection and disposal of household recyclables, special programs (e.g. leaf drop off, spring clean-up, tree and branch drop off, Christmas tree recycling and storm damage clean-up) and landfill postclosure.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Fiscal year 2025 revenues are projected to be \$22,000 from interest income and \$1,536,000 from service charges. In addition, transfers in of \$9,000 are budgeted from the landfill postclosure fund to cover John Deere Des Moines Works' portion of the costs to maintain and monitor the remediated landfill in Prairie Trail. Budgeted expenditures include \$92,776 for overtime costs related to special programs and \$1,447,000 for recycling and landfill maintenance services.

The monthly solid waste fee is estimated to increase \$0.04, from \$5.14 to \$5.18, due to a rate increase from Metro Waste Authority for curbside recycling. The solid waste fee includes \$4.58 for curbside recycling, \$0.55 for special programs and \$0.05 to support the annual maintenance costs of the remediated landfill.

Estimated Ending Fund Balance

Fund balance at June 30, 2025, is budgeted to be \$523,834, an increase of 5.48%. The increase is due to customer growth and the \$0.04 per month increase in solid waste fees.

Looking Ahead to Fiscal Year 2026 and Beyond

Metro Waste Authority adjusts curbside recycling fees annually based on the nationally published CPI and the compressed natural gas index that are provisions of their contract for collection services. It is projected that solid waste fee will increase from \$5.18 to \$5.33 per household per month for fiscal year 2026.

Solid Waste Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 422,497	\$ 267,455	\$ 151,468	\$ 381,521	\$ 459,781	\$ 496,610	\$ 523,834
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	835	168	6,080	1,000	28,000	22,000	16,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	1,032,430	1,183,014	1,356,941	1,474,000	1,461,000	1,536,000	1,644,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 1,033,265	\$ 1,183,182	\$ 1,363,021	\$ 1,475,000	\$ 1,489,000	\$ 1,558,000	\$ 1,660,000
Transfers In	3,878	11,803	4,373	17,250	17,250	9,000	17,250
Funds Available	\$ 1,459,640	\$ 1,462,440	\$ 1,518,862	\$ 1,873,771	\$ 1,966,031	\$ 2,063,610	\$ 2,201,084
Expenditures:							
Personal Services	\$ 56,250	\$ 63,915	\$ 67,767	\$ 89,821	\$ 86,421	\$ 92,776	\$ 100,876
Contractual Services	1,135,935	1,247,057	991,314	1,394,000	1,383,000	1,447,000	1,558,000
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,192,185	\$ 1,310,972	\$ 1,059,081	\$ 1,483,821	\$ 1,469,421	\$ 1,539,776	\$ 1,658,876
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 267,455	\$ 151,468	\$ 459,781	\$ 389,950	\$ 496,610	\$ 523,834	\$ 542,208

Water Fund

Description of the Fund

The fund accounts for the operation and maintenance of the municipal water infrastructure including towers, pumps, wells and pipes, and accounts for the provision of water to the City. The City does not produce its own water, but instead purchases water from Des Moines Water Works.

The fund is divided into the following activities for budget management purposes:

Water Deposits – records the deposits held for municipal utility services.

Water Administration – is responsible for the management of the City's water distribution system.

Water Maintenance – is responsible for the maintenance and servicing of the City's water distribution system.

Water Sinking – administers the water fund's debt payments.

Council Goal	Fund Goals	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Upgrade Essential Infrastructure 	Provide a high-quality potable water storage and distribution system	Above ground storage – millions of gallons	4.00	4.00	4.00	4.00	4.00
		Miles of active, city owned water main	352	343	354	357	361
		Number of mainline water valves	5,133	4,984	5,293	5,450	5,600
		Number of fire hydrants	4,799	4,617	5,040	5,200	5,400
		Drinking water – excellent or good ⁽¹⁾	78%			80%	
	Design, construct, operate, maintain and improve the City's water utility infrastructure	Number of service work orders	9,223	9,284	8,688	9,000	9,250
		Number of system repairs	108	80	98	100	100
		Number of water main breaks	29	23	16	25	25
		Number of fire hydrants flushed	2,063	2,231	1,728	2,000	2,000
	Provide accurate, clear and timely information for the City's water users	Average daily water consumption – millions of gallons	6.62	6.47	6.93	7.20	7.50
		Peak day as a percent of purchased capacity	151.78%	137.87%	146.42%	152.17%	91.49%
		Water loss percentage ⁽²⁾	12.92%	14.68%	10.98%	15.00%	15.00%

⁽¹⁾ Triennial Citizen Survey results

⁽²⁾ Calendar Year

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Completed construction of the following major CIP projects in 2023: NW Irvinedale Drive Transmission Main – Phase 3 and Aquifer Storage and Recovery Well No. 1 Replacement.
	Completed construction of the Annual Water Main Replacement Program, including cost sharing for water main oversizing (pipes 12 inches and greater) of \$134,242.
	Responded to 7,406 customer service work orders, including 798 meter sets and 452 meter changeouts, processed 21,136 utility locates, collected over 3,000 samples, completed 98 excavations and 31 hydrant repairs.
	Managed aquifer storage and recovery cycles to meet peak demands, ensuring the City did not exceed its purchase capacity from Des Moines Water Works.
	Coordinated with Des Moines Water Works, engineering consultant and contractor to complete the SE Delaware Ground Storage Tank Repair project, while maintaining water supply to Ankeny customers.
	Replaced programmable logic controller at the SE Delaware Pump Station to minimize the risk of failure and provide more accurate information to efficiently run the pumps at this location.
<i>In Progress Activities</i>	
	Complete construction of the following major CIP projects in 2024: High Trestle Trail Transmission Main, South Ankeny Boulevard Transmission Main, Northwest Water Tower and Northlawn Area Utility Improvements – Phase 2.
	Complete design and letting phases for the following major CIP projects to be constructed in 2024: SE Magazine Ground Storage Tank Repaint and NE 36th Street and NE 38th Street Water Main Loop.
	Begin design of the SW Walnut Street and SW Ordinance Road Water Main, including Uptown Parking Improvements project.
	Identify and prioritize new and replacement public utility infrastructure projects for the annual programs within the CIP, as well as projects to be completed in-house for system repairs and maintenance.
	Identify and coordinate development agreements and/or cost sharing opportunities for large diameter public infrastructure installation related to future development.
	Continue water meter replacement program as existing meters and equipment begin to reach the end of their serviceable life.
	Educate and train new utility operators to acquire the necessary knowledge and experience to obtain certifications from the State of Iowa.
	Plan for the upcoming limited registration testing at the new Aquifer Storage and Recovery Well No. 3, which has been put on hold due to delayed electrical equipment.
	Coordinate and execute a plan for injection and recovery cycles at the current aquifer storage and recovery wells to meet peak demands.

Business Type Activities/Enterprise Funds

	Continue all preventative maintenance efforts in order to keep the water system running as efficiently as possible.
	Continue to be active members of the Central Iowa Regional Drinking Water Commission (CIRDWC), American Public Works Association (APWA), Iowa Association of Water Agencies (IAWA), Iowa Water Environment Association (IAWEA), Iowa Rural Water Association (IRWA) and American Water Works Association (AWWA).
<i>Upcoming Activities</i>	
	Perform maintenance on 10% of the water valves within the distribution system, as advised by the Iowa Department of Natural Resources in their most recent sanitary survey. Additionally, paint 5% of the fire hydrants.
	Manage the development and utilization of Aquifer Storage and Recovery Well No. 3, while coordinating the increased recovery from this well with the planned decrease in recovery at Aquifer Storage and Recovery Well No. 1.
	Plan and implement the SE Magazine Ground Storage Tank Repaint project, ensuring there is no impact to water availability or volume for Ankeny customers.
<i>Trends and Issues</i>	
	Increasing need to replace a higher number of water meters and automatic meter reading (AMR) equipment as they near the end of their service life.
	The EPA's 2021 Lead and Copper Rule Revisions (LCRR) mandate public water systems to identify and make public the locations of lead, non-lead and unknown service lines through a lead service line inventory. The compliance deadline for this requirement is October 16, 2024.
	Assess the city's ownership and maintenance of water service lines extending from the water main to the curb stop.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Fiscal year 2025 revenues are projected to be \$25,248,375. This projection includes a 7% increase in water usage rates and a 4% increase in availability charges, both scheduled for April 1, 2024. These rate adjustments are based on annual cash flow projections for the water utility, which include a 3% increase in the storage rate and a 6% increase in the capacity rate charged by Des Moines Water Works for wholesale water purchases. Additionally, these adjustments address the need to update and expand the City's water infrastructure.

Primary operating revenues for the water fund, from water usage and availability fees, account for 80.39% of the total revenues, as detailed in the Water Fund Revenue Summary. Additionally, the budget includes \$321,000 from transfers in from the hotel motel tax and capital project funds.

Water Fund Revenue Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Interest	\$ 11,503	\$ 4,750	\$ 24,000	\$ 60,000	\$ 105,000	\$ 90,000	\$ 70,000
Lease/Rent Payments	104,105	83,008	82,534	85,197	55,983	58,222	60,551
Capital Grants	3,047,172	3,047,172	-	-	-	-	-
Water Usage	12,019,100	12,712,319	13,850,632	15,695,691	15,117,555	16,337,542	17,490,972
Temporary Water Usage	118,620	85,620	79,960	80,000	60,000	60,000	60,000
Illegal Water Usage	2,905	2,010	3,360	-	-	-	-
Hook Up Fees	708,238	329,793	308,782	200,000	200,000	200,000	200,000
Availability Fees	3,131,602	3,344,757	3,589,191	3,654,616	3,770,098	3,960,111	4,159,700
Billing Fees	25,040	20,263	27,692	20,000	24,000	24,000	24,000
Unapplied Credits	9,362	14,782	7,879	-	-	-	-
Copy Charges	50	-	-	-	-	-	-
Miscellaneous Service Charges	118,894	136,937	140,629	127,000	132,000	303,500	475,000
Salvage Sales	524	-	-	-	-	-	-
Meter Sales	568,996	477,374	434,881	520,000	493,000	508,000	519,000
Deposits	190,560	201,802	190,643	217,000	216,000	216,000	216,000
Refunds	7,452	11,791	10,482	11,000	9,000	9,000	9,000
Other Reimbursements	7,829	350	320	-	-	-	-
Overages/Shortages	-	(1)	2	-	-	-	-
Sales Tax	501	(151)	63	-	-	-	-
Excise Tax	854,186	904,784	982,146	1,166,000	1,137,000	1,222,000	1,303,000
Miscellaneous	867	520	2,930	-	-	-	-
Other Financing Sources	-	2,136,061	3,143,057	3,980,000	21,752,238	2,260,000	19,800,586
Total	<u>\$ 20,927,506</u>	<u>\$ 23,513,941</u>	<u>\$ 22,879,183</u>	<u>\$ 25,816,504</u>	<u>\$ 43,071,874</u>	<u>\$ 25,248,375</u>	<u>\$ 44,387,809</u>

Budgeted expenditures total \$28,415,367 for fiscal year 2025, of which \$178,000 is expended for refunding water deposits, \$13,266,097 for water administration, \$2,996,867 for water maintenance, \$3,121,130 for water sinking (debt service requirements) and \$8,853,273 for capital improvement projects. Additionally, \$1,042,750 is budgeted for transfers out to the general, debt service and capital project funds.

The fiscal year 2025 budget includes wholesale water purchases from both Des Moines Water Works and Central Iowa Water Works. On January 1, 2025, the City's water utility will become a founding member of Central Iowa Water Works, a new regional water utility. Membership in Central Iowa Water Works requires an initial capital contribution of \$220,900, budgeted in the revised fiscal year 2024 budget. Additionally, there is a one-time capital contribution of \$6,292,276 for the book value of reserve capacity and \$10,980,310 for the value of additional allocated reserve capacity totaling \$17,272,586 budgeted in fiscal year 2026. This significant one-time capital investment will be funded with \$9,272,586 of water revenue capital loan notes and \$8,000,000 of cash on hand. It will also result in a purchased capacity of 15.026 million gallons per day

(MGD), up from the current purchased capacity of 8.28 MGD and will increase to 17.441 MGD following the Saylorville Treatment Plant Expansion capacity allocation.

Personnel changes for the revised fiscal year 2024 budget include the addition of an engineering technician II, authorized to begin April 1, 2024. The engineering technician II position will be split between the water and sewer funds, focusing on construction inspection for water and sewer capital projects. Additionally, the fiscal year 2025 budget includes the promotion of a water utilities operator II to a water utilities operator III in water maintenance.

Capital outlay expenditures include the replacement of a ½ ton 4WD truck and leak detection equipment as well as the purchase of a new ½ ton 4WD truck, a power lift gate and a hydraulic guillotine pipe saw in water maintenance. Water revenue capital loan notes of \$2,305,000 are planned to fund the 2025 Capital Improvement Program. The projects include the design of the East Water Tower and construction of the SW Walnut Street and SW Ordnance Road Water Main, including Uptown Parking Improvements.

The water fund consists of the unrestricted water fund and the restricted capital projects, water deposits and water sinking funds. The water sinking fund is mandated by revenue bond covenants. The water sinking fund is required to have the lesser of 1) maximum annual debt service; 2) ten percent of the original principal amount of bonds outstanding; or 3) 125% of average annual debt service. The water sinking fund also requires a monthly deposit of a portion of the succeeding year's principal and interest maturities. The required balances in the water sinking fund is considered "restricted" funds because the City is required to maintain these balances even if it requires raising water rates. Fund balance versus restricted fund balance for the past ten years is shown at right:

Fiscal Year	Water Fund	Capital Projects	Water Deposits	Water Sinking	Percent Restricted
2014	\$4,280,682	-	\$148,344	\$1,042,394	21.76%
2015	4,996,876	-	175,066	986,542	18.86%
2016	5,351,476	-	210,015	954,694	17.87%
2017	6,628,100	-	222,011	1,128,794	16.93%
2018	8,823,402	-	240,902	1,498,051	16.46%
2019	10,686,026	-	283,664	2,103,233	18.26%
2020	12,777,560	-	319,277	2,161,659	16.26%
2021	16,895,578	7,210,064	338,252	1,753,989	35.51%
2022	15,451,557	7,636,056	384,519	1,397,521	37.87%
2023	18,433,148	3,197,930	406,262	1,940,827	23.13%

Estimated Ending Fund Balance

The estimated ending fund balance of the water fund at June 30, 2025, is \$29,067,170. This represents a decrease of \$3,888,742 or 11.80%, due to additional debt service requirements and transfers out related to the capital improvement program.

Looking Ahead to Fiscal Year 2026 and Beyond

Long-term projections include the following rates adjustments:

April 1, 2025	6.00%
April 1, 2026	6.00%
April 1, 2027	6.00%
April 1, 2028	6.00%
April 1, 2029	6.00%

Rate increases are necessary to maintain adequate debt service coverage (cash flow after debt service). Cash flow after debt service is available for transfers to other funds, capital projects and building the fund's liquidity position. Debt service coverage for fiscal year 2026 through fiscal year 2030 ranges from 1.67-2.11 times net revenues on revenue debt and 1.54-2.05 times net revenues on total debt. The financial target for debt service coverage is 1.75 times net revenues on revenue debt and 1.10 times net revenues on total debt.

It is also important to monitor cash as a percentage of operations and maintenance (net of depreciation). Cash as a percent of operations and maintenance (net of depreciation) for fiscal year 2026 through fiscal year 2030 ranges from 81-95%. The financial target is 50-75%.

The 2024-2028 Capital Improvement Program (CIP) includes the issuance of \$10,629,000 water revenue capital loan notes in fiscal year 2026 to fund the 2026 CIP, \$1,035,000 water revenue capital loan notes in fiscal year 2027 to fund the 2027 CIP and \$1,335,000 water revenue bonds in fiscal year 2028 to fund the 2028 CIP. These borrowings assume participation in the State Revolving Fund (SRF) Program. The projects include the South Ankeny Boulevard Water Main Improvements – SE 3rd Street to SW Ordinance Road, East Water Tower, South Ankeny Boulevard Improvements – SE Peterson Drive to 1st Street and SW Irvinedale Elevated Storage Tank Repaint. Additionally, \$9,385,000 of water revenue capital loan notes will be issued in fiscal year 2026 to fund the Central Iowa Water Works one-time capital investment.

Bond Rating

The City's water revenue bond rating with Moody's Investors Service is Aa2. On April 24, 2020, Moody's Investors Service affirmed an underlying rating of Aa2 to the City's water revenue bonds. The following table shows the comparable investment grade ratings for Moody's Investors Service.

Quality of Rating	Moody's Investors Service
Best	Aaa
	Aa1
High	Aa2
	Aa3
	A1
Upper Medium	A2
	A3
	Baa1
Medium Grade	Baa2
	Baa3

Water Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 21,048,627	\$ 26,197,883	\$ 24,869,653	\$ 32,413,920	\$ 23,978,168	\$ 32,955,912	\$ 29,067,170
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	115,608	87,758	106,534	145,197	160,983	148,222	130,551
Intergovernmental	3,047,172	3,047,172	-	-	-	-	-
Service Charges	16,133,811	16,646,481	18,008,125	19,777,307	19,303,653	20,885,153	22,409,672
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,630,915	1,596,469	1,621,467	1,914,000	1,855,000	1,955,000	2,047,000
Other Financing Sources	-	2,136,061	3,143,057	3,980,000	21,752,238	2,260,000	19,800,586
Total Revenues	\$ 20,927,506	\$ 23,513,941	\$ 22,879,183	\$ 25,816,504	\$ 43,071,874	\$ 25,248,375	\$ 44,387,809
Transfers In	596,498	192	7,532	-	1,754	321,000	1,000
Funds Available	\$ 42,572,631	\$ 49,712,016	\$ 47,756,368	\$ 58,230,424	\$ 67,051,796	\$ 58,525,287	\$ 73,455,979
Expenditures:							
Water Deposits	\$ 171,585	\$ 155,535	\$ 168,900	\$ 183,000	\$ 178,000	\$ 178,000	\$ 178,000
Water Administration	8,837,373	11,698,283	10,245,155	23,387,144	12,683,950	13,266,097	30,461,404
Water Maintenance	2,030,438	2,168,509	2,386,375	2,764,138	2,803,910	2,996,867	3,230,506
Water Sinking	2,261,885	5,273,795	1,592,287	2,207,538	1,977,934	3,121,130	3,913,211
Capital Outlay	2,099,798	5,257,241	8,857,114	13,029,610	15,796,007	8,853,273	7,366,500
Total Expenditures	\$ 15,401,079	\$ 24,553,363	\$ 23,249,831	\$ 41,571,430	\$ 33,439,801	\$ 28,415,367	\$ 45,149,621
Transfers Out	973,669	289,000	528,369	511,750	656,083	1,042,750	1,670,121
Ending Balance, June 30	\$ 26,197,883	\$ 24,869,653	\$ 23,978,168	\$ 16,147,244	\$ 32,955,912	\$ 29,067,170	\$ 26,636,237

Business Type Activities/Enterprise Funds

Activity: Water Deposits		Department: Municipal Utilities				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	190,560	201,802	190,643	217,000	216,000	216,000	216,000
Total Revenues	\$ 190,560	\$ 201,802	\$ 190,643	\$ 217,000	\$ 216,000	\$ 216,000	\$ 216,000
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	171,585	155,535	168,900	183,000	178,000	178,000	178,000
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 171,585	\$ 155,535	\$ 168,900	\$ 183,000	\$ 178,000	\$ 178,000	\$ 178,000
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Business Type Activities/Enterprise Funds

Activity: Water Administration	Department: Municipal Utilities					Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	115,608	87,758	106,534	145,197	160,983	148,222	130,551
Intergovernmental	3,047,172	3,047,172	-	-	-	-	-
Service Charges	16,133,811	16,646,481	18,008,125	19,777,307	19,303,653	20,885,153	22,409,672
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,440,355	1,394,667	1,430,824	1,697,000	1,639,000	1,739,000	1,831,000
Total Revenues	\$ 20,736,946	\$ 21,176,078	\$ 19,545,483	\$ 21,619,504	\$ 21,103,636	\$ 22,772,375	\$ 24,371,223
Expenditure Summary:							
Personal Services	\$ 333,600	\$ 366,143	\$ 351,762	\$ 378,400	\$ 388,501	\$ 451,099	\$ 478,665
Contractual Services	1,698,513	1,738,659	1,915,786	12,761,592	2,462,073	2,341,485	19,763,319
Commodities	5,870,036	6,945,015	7,977,607	10,247,152	9,833,376	10,473,513	10,219,420
Capital Outlay	-	-	-	-	-	-	-
Debt Service	935,224	2,648,466	-	-	-	-	-
Total Expenditures	\$ 8,837,373	\$ 11,698,283	\$ 10,245,155	\$ 23,387,144	\$ 12,683,950	\$ 13,266,097	\$ 30,461,404
Personnel Summary:							
Municipal Utilities Director	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Technician II	-	-	-	-	0.50	0.50	0.50
GIS Technician	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Customer Service Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk	0.57	0.57	0.57	0.57	0.57	0.57	0.57
Total Full Time Equivalents	3.32	3.32	3.32	3.32	3.82	3.82	3.82
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None		-	-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Business Type Activities/Enterprise Funds

Activity: Water Maintenance		Department: Municipal Utilities				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 1,104,650	\$ 1,159,899	\$ 1,218,262	\$ 1,441,646	\$ 1,388,089	\$ 1,480,175	\$ 1,557,242
Contractual Services	143,855	185,611	135,599	286,096	327,349	339,268	285,392
Commodities	748,936	764,475	903,577	933,246	985,322	1,080,093	1,115,341
Capital Outlay	32,997	58,524	128,937	103,150	103,150	97,331	272,531
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 2,030,438	\$ 2,168,509	\$ 2,386,375	\$ 2,764,138	\$ 2,803,910	\$ 2,996,867	\$ 3,230,506
Personnel Summary:							
Utilities Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Supervisor	-	-	-	1.00	1.00	1.00	1.00
Utilities Operator IV	1.00	1.00	1.00	-	-	-	-
Utilities Operator III	3.00	3.00	3.00	3.00	3.00	4.00	4.00
Utilities Operator II	6.00	6.00	6.00	7.00	7.00	6.00	6.00
Utility Locator	0.83	0.83	0.83	0.83	0.83	0.83	0.83
Total Full Time Equivalents	11.83	11.83	11.83	12.83	12.83	12.83	12.83
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
1/2 Ton 4WD Truck		1	2024	Purchase	\$ 36,150	\$ -	\$ -
Emergency Control Valve		1	2024	Purchase	50,000	-	-
Hydraulic Hand-Held Valve Turning Tool		1	2024	Purchase	11,000	-	-
Utility Line Locator		1	2024	Purchase	6,000	-	-
1/2 Ton 4WD Truck		2	2025	Purchase	-	68,031	-
Hydraulic Guillotine Pipe Saw		1	2025	Purchase	-	16,000	-
Leak Detection Equipment		1	2025	Purchase	-	6,800	-
Lift Gate		1	2025	Purchase	-	6,500	-
1/2 Ton 4WD Truck		1	2026	Purchase	-	-	44,531
Tandem Axle Dump Truck		1	2026	Purchase	-	-	228,000
Total Capital Outlay					\$ 103,150	\$ 97,331	\$ 272,531

Business Type Activities/Enterprise Funds

Activity: Water Sinking		Department: Municipal Utilities				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	3,451	5,153	8,908	19,811	27,595	45,619	55,380
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	2,258,434	5,268,642	1,583,379	2,187,727	1,950,339	3,075,511	3,857,831
Total Expenditures	\$2,261,885	\$5,273,795	\$1,592,287	\$2,207,538	\$1,977,934	\$3,121,130	\$3,913,211
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Business Type Activities/Enterprise Funds

Capital Outlay Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Water Mains							
Annual Water Main Replacement Program	\$ 414,583	\$ 346,308	\$ 411,409	\$ 710,000	\$ 1,107,559	\$ 812,500	\$ 812,500
High Trestle Trail Transmission Main – Phase 1	39,280	81,830	1,618,342	2,677,610	3,790,732	-	-
SE Magazine Road Water Main Improvements	38,233	-	-	-	-	-	-
Irvinedale Drive Transmission Main – Phase 1	2,848	-	-	-	-	-	-
Irvinedale Drive Transmission Main – Phase 2	1,253,096	2,571	-	-	-	-	-
Irvinedale Drive Transmission Main – Phase 3	186,091	1,555,739	9,227	-	75,539	-	-
Saylorville Feeder Main Purchase Capacity	-	-	-	604,000	603,150	-	-
South Ankeny Boulevard Transmission Main	-	-	763,118	1,468,500	2,361,756	-	-
South Ankeny Boulevard Water Main Improvements – SE Peterson Street to SW Ordinance Road	-	-	-	-	-	-	64,000
NW 36 th Street and NW Weigel Drive Water Main Loop	114,242	1,323,725	118,244	-	-	-	-
SW Walnut Street and SW Ordinance Road Water Main, including Uptown Parking Improvements	-	-	-	105,500	147,500	1,237,500	1,090,000
High Trestle Trail Transmission Main – Phase 2	-	-	374	-	-	-	-
NE 36 th Street and NE 38 th Street Water Main Loop	-	-	12,437	1,486,000	1,391,563	1,100,000	-
Centennial Estates Water Main Cost Share	-	-	152,131	-	-	-	-
North Ankeny Boulevard Water Main – NE 41 st Street to Unity Point	-	22,480	129,771	-	-	-	-
Total Water Mains	\$ 2,048,373	\$ 3,332,653	\$ 3,215,053	\$ 7,051,610	\$ 9,477,799	\$ 3,150,000	\$ 1,966,500
Water Towers/Storage							
Aquifer Storage and Recovery Well No. 1 Replacement	\$ 51,425	\$ 1,924,588	\$ 5,189,365	\$ -	\$ 452,623	\$ -	\$ -
Northwest Water Tower	-	-	445,471	5,472,500	5,215,774	5,140,273	-
SE Delaware Ground Storage Tank Repaint	-	-	7,225	153,500	286,811	-	-
SE Magazine Ground Storage Tank Repaint	-	-	-	352,000	363,000	363,000	-
East Water Tower	-	-	-	-	-	200,000	5,400,000
Total Water Towers/Storage	\$ 51,425	\$ 1,924,588	\$ 5,642,061	\$ 5,978,000	\$ 6,318,208	\$ 5,703,273	\$ 5,400,000
Total	\$ 2,099,798	\$ 5,257,241	\$ 8,857,114	\$ 13,029,610	\$ 15,796,007	\$ 8,853,273	\$ 7,366,500

Capital Budget Impact on Operating Budget

Although the City prepares the capital budget separate from the operating budget, the two budgets are linked. These links include ongoing operating, maintenance and repair costs associated with new or renovated facilities and infrastructure. Occasionally, capital improvement program projects also necessitate the addition of new personnel required to staff or maintain new facilities. On the other hand, capital improvement program projects may produce new revenues in the form of fees paid for the use of new or renovated facilities or they may produce operational savings from efficiencies gained as a result.

The fiscal year 2025 operating costs shown below are incorporated in the City's adopted operating budget. In addition to current year operating budget impacts, future operating costs associated with current and planned projects are identified in the capital budget process to aid in long-range planning.

Project	2024-25 Capital Budget	Personnel Costs	Maintenance Costs	Utilities Costs	Total Operating Cost
Annual Water Main Replacement Program	\$ 812,500	\$ -	\$ -	\$ 400	\$ 400
SW Walnut Street and SW Ordinance Road Water Main, including Uptown Parking Improvements	1,237,500	-	-	-	-
NE 36 th Street and NE 38 th Street Water Main Loop	1,100,000	-	-	-	-
Northwest Water Tower	5,140,273	-	-	-	-
SE Magazine Ground Storage Tank Repaint	363,000	-	-	-	-
East Water Tower	200,000	-	-	-	-
Total	\$ 8,853,273	\$ -	\$ -	\$ 400	\$ 400

Water Fund Debt Service Summary

Fiscal Year	Principal	Interest	Total
2024	\$ 1,357,000	\$ 593,339	\$ 1,950,339
2025	2,007,000	671,005	2,678,005
2026	2,077,000	692,983	2,769,983
2027	2,135,000	637,438	2,772,438
2028	2,202,000	580,056	2,782,056
2029	2,262,000	523,284	2,785,284
2030	2,153,000	467,211	2,620,211
2031	2,209,000	414,521	2,623,521
2032	2,261,000	360,008	2,621,008
2033	2,323,000	307,334	2,630,334
2034	1,860,000	253,131	2,113,131
2035	1,448,000	213,425	1,661,425
2036	1,203,000	186,060	1,389,060
2037	1,226,000	165,008	1,391,008
2038	1,251,000	143,553	1,394,553
2039	1,276,000	121,660	1,397,660
2040	1,301,000	99,330	1,400,330
2041	1,327,000	76,563	1,403,563
2042	1,179,000	53,340	1,232,340
2043	1,203,000	32,708	1,235,708
2044	666,000	11,655	677,655
	<u>\$ 34,926,000</u>	<u>\$ 6,603,609</u>	<u>\$ 41,529,609</u>

Note: The schedule represents current debt outstanding. The water fund summary will not match due to the issuance of additional bonds and/or capital loan notes.

Debt to Maturity Schedules

Revenue Bonds, Series 2017B

Dated: May 31, 2017

Original Value: \$1,605,000

Bond Rating: Moody's Investors Service Aa2

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 135,000	\$ 27,469	\$ 162,469	4.000%
2025	145,000	22,069	167,069	4.000%
2026	150,000	16,269	166,269	2.250%
2027	145,000	12,894	157,894	2.375%
2028	155,000	9,450	164,450	3.000%
2029	160,000	4,800	164,800	3.000%
	<u>\$ 890,000</u>	<u>\$ 92,950</u>	<u>\$ 982,950</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Ash Tower Transmission Main	\$ 150,000
NW Booster Station	1,200,000
NW 18th Street Water Main Extension	112,000
SE Magazine Road Water Main Improvements	80,000

Business Type Activities/Enterprise Funds

Revenue Bonds, Series 2018B

Dated: May 30, 2018

Original Value: \$5,990,000

Bond Rating: Moody's Investors Service Aa2

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 365,000	\$ 155,081	\$ 520,081	5.000%
2025	380,000	136,831	516,831	5.000%
2026	400,000	117,831	517,831	5.000%
2027	420,000	97,831	517,831	3.000%
2028	435,000	85,231	520,231	3.000%
2029	445,000	72,181	517,181	3.000%
2030	460,000	58,831	518,831	3.000%
2031	475,000	45,031	520,031	3.000%
2032	485,000	30,781	515,781	3.125%
2033	500,000	15,625	515,625	3.125%
	<u>\$ 4,365,000</u>	<u>\$ 815,256</u>	<u>\$ 5,180,256</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

SE Creekview Drive Drainage and Paving Improvements	\$ 425,000
NW Irvinedale Drive and NW 5th Street Intersection Improvements	300,000
Ash Tower Transmission Main	2,100,000
NW Booster Station	2,222,000
Irvinedale Drive Transmission Main – Phase 1	225,000
Trestle Ridge Estates 24" Water Main	130,000
Ash Tower Repair and Repaint	50,000
Concept and Site Study for Future NW Water Tower	375,000

Business Type Activities/Enterprise Funds

Revenue Bonds, Series 2019B

Dated: May 28, 2019

Original Value: \$5,090,000

Bond Rating: Moody's Investors Service Aa2

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 290,000	\$ 161,700	\$ 451,700	5.000%
2025	305,000	147,200	452,200	5.000%
2026	320,000	131,950	451,950	5.000%
2027	340,000	115,950	455,950	5.000%
2028	355,000	98,950	453,950	4.000%
2029	370,000	84,750	454,750	4.000%
2030	385,000	69,950	454,950	4.000%
2031	400,000	54,550	454,550	4.000%
2032	415,000	38,550	453,550	3.000%
2033	430,000	26,100	456,100	3.000%
2034	440,000	13,200	453,200	3.000%
	<u>\$ 4,050,000</u>	<u>\$ 942,850</u>	<u>\$ 4,992,850</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

East 1st Street and I-35 Interchange Reconstruction	\$ 641,234
South Ankeny Boulevard & SE Shurfine Drive/SW Prairie Trail Parkway Intersection Improvements	150,000
SE Magazine Road Water Main Improvements	555,000
Irvinedale Drive Transmission Main – Phase 1	2,800,000
NW State Street Water Main Improvements – Phase 1	125,000
Irvinedale Drive Transmission Main – Phase 2	255,000
NW Irvinedale Drive Water Main Improvements	125,000
SW Water Tower Interior Repaint	450,000

Business Type Activities/Enterprise Funds

Revenue Bonds, Series 2020B

Dated: June 9, 2020

Original Value: \$3,375,000

Bond Rating: Moody's Investors Service Aa2

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 205,000	\$ 72,025	\$ 277,025	3.000%
2025	210,000	65,875	275,875	3.000%
2026	220,000	59,575	279,575	3.000%
2027	225,000	52,975	277,975	3.000%
2028	230,000	46,225	276,225	3.000%
2029	240,000	39,325	279,325	2.000%
2030	240,000	34,525	274,525	2.000%
2031	245,000	29,725	274,725	2.125%
2032	250,000	24,519	274,519	2.250%
2033	260,000	18,894	278,894	2.250%
2034	265,000	13,044	278,044	2.375%
2035	270,000	6,750	276,750	2.500%
	<u>\$ 2,860,000</u>	<u>\$ 463,456</u>	<u>\$ 3,323,456</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

East 1st Street and I-35 Interchange Reconstruction	\$ 750,000
Irvinedale Drive Transmission Main – Phase 2	2,500,000
NW Irvinedale Drive Water Main – Trestle Ridge Estates Plat 3 to NW 36 th Street	100,000

Business Type Activities/Enterprise Funds

Revenue Capital Loan Notes, Series 2021B

Dated: April 23, 2021

Original Value: \$2,865,000

Bond Rating: Not Rated

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 123,000	\$ 45,973	\$ 168,973	1.750%
2025	125,000	43,820	168,820	1.750%
2026	128,000	41,633	169,633	1.750%
2027	130,000	39,393	169,393	1.750%
2028	133,000	37,118	170,118	1.750%
2029	135,000	34,790	169,790	1.750%
2030	138,000	32,428	170,428	1.750%
2031	141,000	30,013	171,013	1.750%
2032	144,000	27,545	171,545	1.750%
2033	147,000	25,025	172,025	1.750%
2034	149,000	22,453	171,453	1.750%
2035	152,000	19,845	171,845	1.750%
2036	156,000	17,185	173,185	1.750%
2037	159,000	14,455	173,455	1.750%
2038	162,000	11,673	173,673	1.750%
2039	165,000	8,838	173,838	1.750%
2040	168,000	5,950	173,950	1.750%
2041	172,000	3,010	175,010	1.750%
	<u>\$ 2,627,000</u>	<u>\$ 461,143</u>	<u>\$ 3,088,143</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Irvinedale Drive Transmission Main – Phase 3	\$ 1,813,685
NW 36 th Street and NW Weigel Drive Water Main Loop	1,051,315

Business Type Activities/Enterprise Funds

Revenue Capital Loan Notes, Series 2023A

Dated: April 21, 2023

Original Value: \$5,783,000

Bond Rating: Not Rated

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 238,000	\$ 76,608	\$ 314,608	1.750%
2025	243,000	97,038	340,038	1.750%
2026	248,000	92,785	340,785	1.750%
2027	252,000	88,445	340,445	1.750%
2028	258,000	84,035	342,035	1.750%
2029	263,000	79,520	342,520	1.750%
2030	268,000	74,918	342,918	1.750%
2031	273,000	70,228	343,228	1.750%
2032	279,000	65,450	344,450	1.750%
2033	284,000	60,568	344,568	1.750%
2034	290,000	55,598	345,598	1.750%
2035	296,000	50,523	346,523	1.750%
2036	302,000	45,343	347,343	1.750%
2037	308,000	40,058	348,058	1.750%
2038	314,000	34,668	348,668	1.750%
2039	320,000	29,173	349,173	1.750%
2040	327,000	23,573	350,573	1.750%
2041	333,000	17,850	350,850	1.750%
2042	340,000	12,023	352,023	1.750%
2043	347,000	6,073	353,073	1.750%
	<u>\$ 5,783,000</u>	<u>\$ 1,104,470</u>	<u>\$ 6,887,470</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

High Trestle Trail Transmission Main

\$ 5,783,000

Business Type Activities/Enterprise Funds

Revenue Capital Loan Notes, Series 2023C

Dated: May 19, 2023

Original Value: \$3,248,000

Bond Rating: Not Rated

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ 1,000	\$ 45,340	\$ 46,340	1.750%
2025	142,000	56,823	198,823	1.750%
2026	145,000	54,338	199,338	1.750%
2027	148,000	51,800	199,800	1.750%
2028	151,000	49,210	200,210	1.750%
2029	154,000	46,568	200,568	1.750%
2030	157,000	43,873	200,873	1.750%
2031	160,000	41,125	201,125	1.750%
2032	163,000	38,325	201,325	1.750%
2033	167,000	35,473	202,473	1.750%
2034	170,000	32,550	202,550	1.750%
2035	173,000	29,575	202,575	1.750%
2036	177,000	26,548	203,548	1.750%
2037	180,000	23,450	203,450	1.750%
2038	184,000	20,300	204,300	1.750%
2039	188,000	17,080	205,080	1.750%
2040	191,000	13,790	204,790	1.750%
2041	195,000	10,448	205,448	1.750%
2042	199,000	7,035	206,035	1.750%
2043	203,000	3,553	206,553	1.750%
	<u>\$ 3,248,000</u>	<u>\$ 647,200</u>	<u>\$ 3,895,200</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

South Ankeny Boulevard Transmission Main

\$ 3,248,000

Business Type Activities/Enterprise Funds

Revenue Capital Loan Notes, Series 2023D

Dated: December 22, 2023

Original Value: \$11,103,000

Bond Rating: Not Rated

Fiscal Year	Principal	Interest	Total	Rates
2024	\$ -	\$ 9,143	\$ 9,143	1.750%
2025	457,000	101,350	558,350	1.750%
2026	466,000	178,602	644,602	1.750%
2027	475,000	178,150	653,150	1.750%
2028	485,000	169,838	654,838	1.750%
2029	495,000	161,350	656,350	1.750%
2030	505,000	152,688	657,688	1.750%
2031	515,000	143,850	658,850	1.750%
2032	525,000	134,838	659,838	1.750%
2033	535,000	125,650	660,650	1.750%
2034	546,000	116,288	662,288	1.750%
2035	557,000	106,733	663,733	1.750%
2036	568,000	96,985	664,985	1.750%
2037	579,000	87,045	666,045	1.750%
2038	591,000	76,913	667,913	1.750%
2039	603,000	66,570	669,570	1.750%
2040	615,000	56,018	671,018	1.750%
2041	627,000	42,255	672,255	1.750%
2042	640,000	34,283	674,283	1.750%
2043	653,000	23,083	676,083	1.750%
2044	666,000	11,655	677,655	1.750%
	<u>\$ 11,103,000</u>	<u>\$ 2,076,283</u>	<u>\$ 13,179,283</u>	

Interest due December 1 and June 1, principal due June 1

Purpose of Obligation

Northwest Water Tower

\$ 11,103,000

Sewer Fund

Description of the Fund

The fund accounts for the operation and maintenance of the sanitary sewer collection system and related sewer infrastructure.

The fund is divided into the following activities for budget management purposes:

Sewer Administration – is responsible for the management of the City’s pumping stations and sanitary collection system.

Sewer Maintenance – is responsible for the maintenance and servicing of the City’s pumping stations and sanitary collection system.

Sewer Sinking – administers the sewer fund’s debt payments.

Council Goal	Fund Goals	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Upgrade Essential Infrastructure 	Provide a high-quality sanitary sewer collection and conveyance system	Miles of sanitary sewer	294	303	309	316	323
		Number of sanitary sewer manholes	6,556	6,713	6,886	7,051	7,216
		Average daily sewer produced (MGD)	7.560	7.772	7.749	7.850	7.950
	Design, construct, operate, maintain and improve the City's sanitary sewer utility infrastructure	Number of service work orders	21	23	22	25	27
		Sewer services – excellent or good ⁽¹⁾	87%			88%	
	Eliminate sanitary sewer backups and surcharges	Miles of sanitary sewer cleaned	69.5	66.2	55.0	63.2	64.6
		Sewer cleaning efficiency	118%	109%	89%	100%	100%
		Miles of sanitary sewer televised	42.6	24.5	46.3	49.3	51.7
		Sewer televising efficiency	73%	40%	75%	78%	80%

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Completed construction of the NE Crestmoor Sanitary Sewer Replacement project in 2023.
	Completed construction of the Annual Sanitary Sewer Replacement Program, including cost sharing for sanitary sewer oversizing (pipes 15 inches and greater) of \$42,051.
	Cleaned 55 miles of sanitary sewer, inspected 46 miles of sanitary sewer via camera inspection, inspected 607 sanitary sewer lines via acoustic inspection, responded to 22 service calls, repaired 49 manhole inverts, installed 10 interior pipe patches, applied root killer to 20 sections of sanitary sewer pipe and rebuilt a check valve at Saylor Creek Lift Station.

Business Type Activities/Enterprise Funds

	Completed manhole inspections in the upper Saylor Creek Lift Station basin and plan to continue Sanitary Sewer Evaluation Studies in this area, including review of camera inspections and making recommendations for capital improvement program projects.
	Completed inspection of the Southern Interceptor Trunk Sewer.
	Completed multiple spot repairs within the sanitary sewer network to prevent potential failures.
<i>In Progress Activities</i>	
	Complete construction of the following major CIP projects in 2024: Four Mile Creek Trunk Sewer, Northlawn Area Utility Improvements – Phase 2 and various manhole repairs.
	Complete design and letting phases for the following major CIP projects to be constructed in 2024: Four Mile Creek Trunk Sewer – Phase 2, Otter Creek Trunk Sewer – Phase 4 and various manhole repairs.
	Begin design of the following major CIP projects in 2024: SE 3rd Street Trunk Sewer Extension and Clover Ridge Trunk Sewer Extension.
	Identify and prioritize new and replacement public utility infrastructure projects for the annual programs within the CIP, as well as projects to be completed in-house for system repairs and maintenance.
	Identify and coordinate development agreements and/or cost sharing opportunities for large diameter public infrastructure installation related to future development.
	Continue all preventative maintenance efforts in order to keep the sanitary sewer system running as efficiently as possible.
	Continue to be active members of the Wastewater Reclamation Authority (WRA) and American Public Works Association (APWA).
<i>Upcoming Activities</i>	
	Rebuild the check valves and replace the pump motor at Saylor Creek Lift Station.
	Continue succession planning in preparation for the upcoming retirement of several wastewater staff members.
	Develop plans for the 2025 manhole repair project based on recommendations from the manhole inspections report for the upper Saylor Creek Lift Station basin.
	Begin the process of eliminating residential sump pump discharge into the sanitary sewer system by initiating contracted home inspections.
<i>Trends and Issues</i>	
	Request to add utilities operator I in sewer maintenance, in advance of upcoming retirements, to ensure sufficient succession planning and smooth transition.
	Request to add a second closed-circuit television (CCTV) sewer inspection system to help achieve the goal of inspecting 20% of the sanitary sewer system annually. Our current pipe inspection team has struggled to meet this target due to consistently high growth rates.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Fiscal year 2025 revenues are projected to be \$17,689,135, with no rate increase scheduled for July 1, 2024. These rates are based on annual cash flow projections for the sewer utility, which include the City's share of the Wastewater Reclamation Authority's (WRA) budget. Primary operating revenues for the sewer fund, from sewer usage and availability fees, account for 94.85% of the total revenues, as detailed on the Sewer Fund Revenue Summary. Additionally, the budget includes \$1,000 from transfers in from the hotel motel tax fund.

Sewer Fund Revenue Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Interest	\$ 7,008	\$ 13,006	\$ 14,250	\$ 60,000	\$ 94,000	\$ 100,000	\$ 75,000
Sewer Usage	10,842,209	9,943,470	10,019,648	9,830,513	10,121,805	10,223,023	10,635,011
Sewage Disposal Fee	1,435	-	-	-	-	-	-
Hook Up Fees	1,163,433	1,110,017	299,199	300,000	768,000	300,000	300,000
Availability Fees	6,527,031	6,385,181	6,426,175	6,317,606	6,490,705	6,555,612	6,819,803
Miscellaneous Service Charges	71,340	63,344	60,519	67,000	67,000	228,500	390,000
Refunds	1,704	-	53	-	-	-	-
Other Reimbursements	-	-	-	-	9,649	-	-
Legal Settlements/Damages	-	-	2,780	-	-	-	-
Sales Tax	267,234	243,856	262,457	279,000	279,000	282,000	294,000
Total	<u>\$18,881,394</u>	<u>\$17,758,874</u>	<u>\$17,085,081</u>	<u>\$16,854,119</u>	<u>\$17,830,159</u>	<u>\$17,689,135</u>	<u>\$18,513,814</u>

Budgeted expenditures total \$16,057,167 for fiscal year 2025, of which \$9,342,284 is expended for sewer administration, \$1,699,883 for sewer maintenance and \$5,015,000 for capital improvement projects. Additionally, \$1,042,750 is budgeted for transfers out to the general, debt service and capital project funds.

The revised fiscal year 2024 budget included two new positions: an engineering technician II and a utilities operator I, both authorized to begin on April 1, 2024. The engineering technician II position will be split between the water and sewer funds, focusing on construction inspection for water and sewer capital projects. However, there are no changes in personnel for the fiscal year 2025 budget.

Capital outlay expenditures include the purchase and replacement of two ½ ton 4WD trucks and a push camera in sewer maintenance. Most sewer projects outlined in the 2025 Capital Improvement Program, except for the Public Works Maintenance Facility Expansion project, are funded within the operating budget as capital outlay. The projects include the Otter Creek Trunk Sewer – Phase 4, SE 3rd Street Trunk Sewer Extension and Trestle Ridge Trunk Sewer Cost Share.

The sewer fund consists of the unrestricted sewer fund and the restricted capital projects and sewer sinking funds. The sewer sinking fund is mandated by revenue bond covenants. The sewer sinking fund is required to have the lesser of 1) maximum annual debt service; 2) ten percent of the original principal amount of bonds outstanding; or 3) 125% of average annual debt service. The sewer sinking fund also requires a monthly deposit of a portion of the succeeding year's principal and interest maturities. The required balances in the sewer sinking fund is considered "restricted" funds because the City is required to maintain these balances even if it requires raising sewer fees. Fund balance versus restricted fund balance for the past ten years is shown at right:

Fiscal Year	Sewer Fund	Capital Projects	Sewer Sinking	Percent Restricted
2014	\$8,582,690	-	\$1,644,297	16.08%
2015	10,413,361	-	1,639,873	13.61%
2016	12,510,210	-	1,641,514	11.60%
2017	12,885,182	-	1,361,482	9.56%
2018	12,224,465	-	1,268,066	9.40%
2019	13,382,362	-	971,893	6.77%
2020	15,211,030	-	823,719	5.13%
2021	14,157,060	4,871,788	824,252	28.69%
2022	16,120,867	5,730,974	-	26.23%
2023	15,745,997	7,564,216	-	32.45%

Estimated Ending Fund Balance

The estimated ending fund balance of the sewer fund at June 30, 2025, is \$25,024,180, an increase of \$590,218 or 2.42%.

Looking Ahead to Fiscal Year 2026 and Beyond

Long-term projections include the following rates adjustments:

July 1, 2025	3%
July 1, 2026	3%
July 1, 2027	6%
July 1, 2028	6%
July 1, 2029	6%

Rate increases are necessary to maintain adequate debt service coverage (cash flow after debt service). Cash flow after debt service is available for transfers to other funds, capital projects and building the fund's liquidity position. Debt service coverage for fiscal year 2026 through fiscal year 2030 ranges from 1.73-2.22 times net revenues on revenue debt and 1.62-2.17 times net revenues on total debt. The financial target for debt service coverage is 1.75 times net revenues on revenue debt and 1.10 times net revenues on total debt. The declining debt service coverage ratios indicate the need to increase sewer rates over the next five years.

Debt service coverage requirements in the sewer fund have generated a sizable amount of fund balance. In order to best utilize the fund balance, it is recommended that most projects outlined in the 2024-2028 Capital Improvement Program (CIP), except for the Public Works Maintenance Facility Expansion project, be funded through the operating budget rather than through additional borrowing. The projects include the Clover Ridge Trunk Sewer Extension, Polk County Lift Station Decommissioning and SW Irvinedale Drive Sanitary Sewer Replacement.

Bond Rating

The City's sewer revenue bond rating with Moody's Investors Service is Aa3. On March 31, 2014, Moody's Investors Service affirmed an underlying rating of Aa3 to the City's sewer revenue bonds. The following table shows the comparable investment grade ratings for Moody's Investors Service.

Quality of Rating	Moody's Investors Service
Best	Aaa
High	Aa1
	Aa2
	Aa3
Upper Medium	A1
	A2
	A3
Medium Grade	Baa1
	Baa2
	Baa3

Sewer Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 19,081,494	\$ 19,853,100	\$ 21,851,841	\$ 18,565,738	\$ 23,310,213	\$ 24,433,962	\$ 25,024,180
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	7,008	13,006	14,250	60,000	94,000	100,000	75,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	18,605,448	17,502,012	16,805,541	16,515,119	17,447,510	17,307,135	18,144,814
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	268,938	243,856	265,290	279,000	288,649	282,000	294,000
Other Financing Sources	-	-	-	-	-	-	-
Total Revenues	\$ 18,881,394	\$ 17,758,874	\$ 17,085,081	\$ 16,854,119	\$ 17,830,159	\$ 17,689,135	\$ 18,513,814
Transfers In	3,468,567	-	-	-	1,025	1,000	1,000
Funds Available	\$ 41,431,455	\$ 37,611,974	\$ 38,936,922	\$ 35,419,857	\$ 41,141,397	\$ 42,124,097	\$ 43,538,994
Expenditures:							
Sewer Administration	\$ 14,611,731	\$ 7,691,506	\$ 11,515,860	\$ 8,047,467	\$ 8,210,947	\$ 9,342,284	\$ 11,116,781
Sewer Maintenance	1,070,552	1,559,315	1,219,517	1,427,684	1,673,346	1,699,883	2,164,184
Sewer Sinking	698,088	4,076,288	-	-	-	-	-
Capital Outlay	1,643,524	2,144,024	2,403,749	4,538,720	6,233,058	5,015,000	4,145,500
Total Expenditures	\$ 18,023,895	\$ 15,471,133	\$ 15,139,126	\$ 14,013,871	\$ 16,117,351	\$ 16,057,167	\$ 17,426,465
Transfers Out	3,554,460	289,000	487,583	511,750	590,084	1,042,750	1,688,718
Ending Balance, June 30	\$ 19,853,100	\$ 21,851,841	\$ 23,310,213	\$ 20,894,236	\$ 24,433,962	\$ 25,024,180	\$ 24,423,811

Business Type Activities/Enterprise Funds

Activity: Sewer Administration	Department: Municipal Utilities					Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	7,008	13,006	14,250	60,000	94,000	100,000	75,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	18,605,448	17,502,012	16,805,541	16,515,119	17,447,510	17,307,135	18,144,814
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	268,938	243,856	265,290	279,000	288,649	282,000	294,000
Total Revenues	\$ 18,881,394	\$ 17,758,874	\$ 17,085,081	\$ 16,854,119	\$ 17,830,159	\$ 17,689,135	\$ 18,513,814
Expenditure Summary:							
Personal Services	\$ 279,873	\$ 289,679	\$ 318,801	\$ 343,646	\$ 340,937	\$ 403,000	\$ 428,830
Contractual Services	14,321,112	7,381,384	11,179,754	7,677,726	7,840,609	8,919,748	10,670,965
Commodities	10,746	20,443	17,305	26,095	29,401	19,536	16,986
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 14,611,731	\$ 7,691,506	\$ 11,515,860	\$ 8,047,467	\$ 8,210,947	\$ 9,342,284	\$ 11,116,781
Personnel Summary:							
Municipal Utilities Director	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Engineering Technician II	-	-	-	-	0.50	0.50	0.50
GIS Technician	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Customer Service Representative	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Clerk	0.56	0.56	0.56	0.56	0.56	0.56	0.56
Total Full Time Equivalents	3.31	3.31	3.31	3.31	3.81	3.81	3.81
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Business Type Activities/Enterprise Funds

Activity: Sewer Maintenance	Department: Municipal Utilities					Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ 913,452	\$ 958,237	\$ 906,367	\$ 1,126,134	\$ 1,174,275	\$ 1,297,357	\$ 1,361,178
Contractual Services	61,596	96,575	166,205	137,755	296,388	140,431	161,932
Commodities	48,387	101,276	85,483	125,795	164,683	175,702	142,074
Capital Outlay	47,117	403,227	61,462	38,000	38,000	86,393	499,000
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,070,552	\$ 1,559,315	\$ 1,219,517	\$ 1,427,684	\$ 1,673,346	\$ 1,699,883	\$ 2,164,184
Personnel Summary:							
Utilities Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utilities Supervisor	-	-	-	1.00	1.00	1.00	1.00
Utilities Operator III	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Utilities Operator II	6.00	6.00	6.00	6.00	7.00	7.00	7.00
Total Full Time Equivalents	9.00	9.00	9.00	10.00	11.00	11.00	11.00
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
1/2 Ton 4WD Truck	1	2024	Purchase	\$ 38,000	\$ -	\$ -	
1/2 Ton 4WD Truck	2	2025	Purchase	-	71,393	-	
Push Camera	1	2025	Purchase	-	15,000	-	
Combination Jet Vacuum Machine	1	2026	Purchase	-	-	493,000	
Snow Plow	1	2026	Purchase	-	-	6,000	
Total Capital Outlay				\$ 38,000	\$ 86,393	\$ 499,000	

Business Type Activities/Enterprise Funds

Activity: Sewer Sinking		Department: Municipal Utilities				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Summary:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	1,000	1,000	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	697,088	4,075,288	-	-	-	-	-
Total Expenditures	\$ 698,088	\$ 4,076,288	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel Summary:							
None	-	-	-	-	-	-	-
Total Full Time Equivalents	-	-	-	-	-	-	-
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
None	-		-	-	\$ -	\$ -	\$ -
Total Capital Outlay					\$ -	\$ -	\$ -

Capital Outlay Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Sanitary Sewers							
Annual Sanitary Sewer Replacement Program	\$ 458,141	\$ 340,867	\$ 1,033,685	\$ 952,500	\$ 1,303,611	\$ 1,337,500	\$ 1,332,500
Otter Creek Trunk Sewer – Phase 3	-	548,098	36,116	-	37,408	-	-
Otter Creek Trunk Sewer – Phase 4	-	-	15,410	912,500	233,090	825,000	825,000
Deer Creek Trunk Sewer	2,938	-	-	-	-	-	-
Sanitary Sewer Study and Master Plan	-	14,499	-	-	-	-	-
Sanitary Sewer Repairs	327,032	-	-	-	-	-	-
Four Mile Creek Trunk Sewer	-	41,726	129,670	1,375,000	3,328,546	1,100,000	-
SE 3 rd Street Trunk Sewer Extension	41,809	53,688	599,378	565,000	833,627	572,000	176,500
West Outfall Basin Sanitary Sewer Improvements	591,346	708,497	4,700	-	-	-	-
NW Northlawn Area Sanitary Sewer Improvements	222,258	-	-	-	-	-	-
Canyon Landing Sanitary Sewer Cost Share	-	436,649	537,600	-	-	-	-
Trestle Ridge Trunk Sewer Cost Share	-	-	-	400,000	-	325,000	425,000
NE Crestmoor Sanitary Sewer Replacement	-	-	47,190	277,720	484,776	-	-
Clover Ridge Trunk Sewer Extension	-	-	-	56,000	-	59,500	468,500
Polk County Lift Station Decommissioning	-	-	-	-	-	78,000	912,000
SW Irvinedale Drive Sanitary Sewer Replacement	-	-	-	-	-	-	6,000
Fire Station No. 4 Sanitary Sewer	-	-	-	-	12,000	718,000	-
Total Sanitary Sewers	\$ 1,643,524	\$ 2,144,024	\$ 2,403,749	\$ 4,538,720	\$ 6,233,058	\$ 5,015,000	\$ 4,145,500

Capital Budget Impact on Operating Budget

Although the City prepares the capital budget separate from the operating budget, the two budgets are linked. These links include ongoing operating, maintenance and repair costs associated with new or renovated facilities and infrastructure. Occasionally, capital improvement program projects also necessitate the addition of new personnel required to staff or maintain new facilities. On the other hand, capital improvement program projects may produce new revenues in the form of fees paid for the use of new or renovated facilities or they may produce operational savings from efficiencies gained as a result.

The fiscal year 2025 operating costs shown below are incorporated in the City's adopted operating budget. In addition to current year operating budget impacts, future operating costs associated with current and planned projects are identified in the capital budget process to aid in long-range planning.

Project	2024-25 Capital Budget	Personnel Costs	Maintenance Costs	Utilities Costs	Total Operating Cost
Annual Sanitary Sewer Replacement Program	\$ 1,337,500	\$ -	\$ -	\$ -	\$ -
Otter Creek Trunk Sewer – Phase 4	825,000	-	-	-	-
Four Mile Creek Trunk Sewer	1,100,000	-	-	-	-
SE 3 rd Street Trunk Sewer Extension	572,000	-	-	28,900	28,900
Trestle Ridge Trunk Sewer Cost Share	325,000	-	-	-	-
Clover Ridge Trunk Sewer Extension	59,500	-	-	-	-
Polk County Lift Station Decommissioning	78,000	-	-	-	-
Fire Station No. 4 Sanitary Sewer	718,000	-	-	-	-
Total	\$ 5,015,000	\$ -	\$ -	\$ 28,900	\$ 28,900

Storm Water Fund

Description of the Fund

The fund accounts for the storm water utility including activities related to public education, street cleaning, drainage improvements and regulatory compliance.

The fund is divided into the following activities for budget management purposes:

Storm Water Administration – is responsible for management of the City's storm water utility including regulatory compliance and public education.

Street Cleaning – is responsible for clearing debris from the City's streets in order to improve storm water quality.

Council Goal	Fund Goals	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Upgrade Essential Infrastructure 	Comply with the requirements of the Iowa DNR NPDES permit for the City's MS4	Number of Construction Site Erosion and Sediment Control (COSESCO) permits inspected	1,055	746	759	760	760
	Provide a high-quality storm water management system	Miles of storm sewer	310	313	314	315	316
		Number of storm sewer intakes, manholes and outlets	14,680	15,150	15,450	15,600	15,750
	Design, construct, maintain and improve the City's storm water utility infrastructure	Storm water drainage – excellent or good ⁽¹⁾	82%			85%	
	Develop, implement and promote storm water and water quality improvement initiatives	Number of public education outreach programs	11	7	23	12	12
		Number of storm water best management practices (BMP) reimbursement program participants	43	29	37	30	32
		Amount reimbursed from BMP program	\$15,025	\$13,730	\$15,799	\$17,000	\$18,000
	Remove debris from City streets and the storm water management system in order to provide a safe transportation network and cleaner storm water	Tons of debris cleared from street cleaning	438	428	349	400	400
		Number of storm sewer intakes cleaned	1,770	567	360	500	600
		Cleanliness of Ankeny – excellent or good ⁽¹⁾	95%			95%	

⁽¹⁾ Triennial Citizen Survey results

Activities and Accomplishments	
<i>Recent Accomplishments</i>	
	Completed construction of the following major CIP projects in 2023: SE 3rd Street Area Trunk Storm Sewer Improvements – Phase 1, High Trestle Trail Channel Stabilization and Westwinds Storm Sewer Extension.
	Continued the City’s successful street cleaning program.
	Approved development agreement with Polk County and the property owner for the SE Creekview Drive Wetland project. Also, coordinated with Polk County to complete the design and begin construction of the wetland.
<i>In Progress Activities</i>	
	Complete design and letting phases and begin construction on the SE 3rd Street Area Trunk Storm Sewer Improvements – Phase 2 in 2024.
	Continue design of the Four Mile Creek and Tributary Channel Stabilization – NE 47th Street to NE 54th Street project and coordinate anticipated Natural Resources Conservation Service (NRCS) funding with Polk County for the project’s construction engineering services and construction.
<i>Upcoming Activities</i>	
	Continue to implement the projects and policy changes that are recommended in the Storm Water Management Study and Master Plan.
<i>Trends and Issues</i>	
	Increasing workload due to continued infrastructure expansion, population growth and additional CIP projects.
	Deteriorating condition of the City’s infrastructure requires additional funding for reconstruction, rehabilitation and repairs.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Fiscal year 2025 revenues are projected to be \$7,100,539, of which \$60,000 is from storm water permits, \$118,000 from interest income, \$4,168,539 from storm water utility fees, \$106,000 from miscellaneous and \$2,648,000 from bond proceeds. Additionally, \$1,532,000 is budgeted for transfers in from water, sewer and capital project funds to support the NW 17th Street Storm Sewer and Pavement Improvements and SW Des Moines Street Utility Improvements projects. The storm water rate will increase \$1.00 per ERU and the maximum ERU per month for commercial, industrial and multi-family will increase from 80 ERU to 90 ERU. This change is effective July 1, 2024.

Expenditures are budgeted at \$1,085,920 for storm water administration, \$270,825 for street cleaning and \$3,985,000 for capital improvement projects for a total of \$5,341,745. In addition to expenditures, budgeted transfers out total \$1,733,654 for debt service payments.

Personnel authorized for the fiscal year 2025 budget will remain unchanged. Capital outlay expenditures include the replacement of a ½ ton 4WD truck in storm water administration and equipment reserve payments for the street sweeper purchased in fiscal year 2023 in street cleaning. General obligation bonds abated by storm water revenues of \$2,685,000 are planned to fund the 2025 Capital Improvement Program. The projects include Sawgrass Park Dam Improvements, Four Mile Creek and Tributary Channel Stabilization – NE 47th Street to NE 54th Street, SE 3rd Street Area Trunk Storm Sewer Improvements, SE 3rd Street Area Collection Storm Sewer Improvements, Diamond Hills Greenway Stream Stabilization, NW 17th Street Storm Sewer and Pavement Improvements and SW Des Moines Street Utility Improvements.

Estimated Ending Fund Balance

The estimated ending fund balance of the storm water fund at June 30, 2025, is \$5,543,518, an increase of \$1,557,140 or 39.06%. This growth is attributable to the storm water rate increase of \$1.00 per ERU.

Looking Ahead to Fiscal Year 2026 and Beyond

Long-term projections include the following rates adjustments:

July 1, 2025	\$0.00/ERU	Commercial, industrial & multi-family cap: 100 ERU
July 1, 2026	\$1.00/ERU	Commercial, industrial & multi-family cap: 110 ERU
July 1, 2027	\$0.00/ERU	Commercial, industrial & multi-family cap: 120 ERU
July 1, 2028	\$0.00/ERU	Commercial, industrial & multi-family cap: 130 ERU
July 1, 2029	\$0.00/ERU	Commercial, industrial & multi-family cap: 140 ERU

The critical need in storm water is the ability to fund future storm water projects as determined from the Storm Water Management Study and Master Plan. The 2024-2028 Capital Improvement Program includes the Four Mile Creek and Tributary Channel Stabilization – NE 47th Street to NE 54th Street, SE 3rd Street Area Collection Storm Sewer Improvements, Diamond Hills Greenway Stream Stabilization, Saylor Creek Tributary Channel Improvements, SW Des Moines Street Utility Improvements and Four Mile Creek Channel Stabilization. These projects are funded by operating funds and general obligation bonds abated by storm water revenues.

Storm Water Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 2,307,671	\$ 2,897,384	\$ 4,836,405	\$ 2,438,970	\$ 4,347,600	\$ 3,986,378	\$ 5,543,518
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	131,131	101,620	97,220	60,000	51,000	60,000	64,000
Use of Money & Property	7,493	3,373	70,903	29,000	151,000	118,000	86,000
Intergovernmental	-	-	-	1,350,000	-	-	1,120,000
Service Charges	3,031,004	3,245,895	3,423,284	3,479,814	3,539,430	4,168,539	4,249,328
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	74,968	62,647	80,471	225,000	92,000	106,000	108,000
Other Financing Sources	-	1,395,000	250,000	2,365,000	846,733	2,648,000	2,049,633
Total Revenues	\$ 3,244,596	\$ 4,808,535	\$ 3,921,878	\$ 7,508,814	\$ 4,680,163	\$ 7,100,539	\$ 7,676,961
Transfers In	695,000	-	-	-	168,267	1,532,000	336,667
Funds Available	\$ 6,247,267	\$ 7,705,919	\$ 8,758,283	\$ 9,947,784	\$ 9,196,030	\$ 12,618,917	\$ 13,557,146
Expenditures:							
Storm Water Administration	\$ 643,624	\$ 666,190	\$ 925,109	\$ 929,844	\$ 985,742	\$ 1,085,920	\$ 1,122,846
Street Cleaning	199,682	170,261	175,792	264,369	264,662	270,825	278,658
Capital Outlay	327,182	596,319	1,724,641	3,556,943	2,338,773	3,985,000	5,027,500
Total Expenditures	\$ 1,170,488	\$ 1,432,770	\$ 2,825,542	\$ 4,751,156	\$ 3,589,177	\$ 5,341,745	\$ 6,429,004
Transfers Out	2,179,395	1,436,744	1,585,141	1,622,104	1,620,475	1,733,654	2,079,181
Ending Balance, June 30	<u>\$ 2,897,384</u>	<u>\$ 4,836,405</u>	<u>\$ 4,347,600</u>	<u>\$ 3,574,524</u>	<u>\$ 3,986,378</u>	<u>\$ 5,543,518</u>	<u>\$ 5,048,961</u>

Business Type Activities/Enterprise Funds

Activity: Storm Water Administration	Department: Public Works					Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	131,131	101,620	97,220	60,000	51,000	60,000	64,000
Use of Money & Property	7,493	3,373	70,903	29,000	151,000	118,000	86,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	3,031,004	3,245,895	3,423,284	3,479,814	3,539,430	4,168,539	4,249,328
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	56,134	62,498	80,335	75,000	92,000	106,000	108,000
Total Revenues	\$ 3,225,762	\$ 3,413,386	\$ 3,671,742	\$ 3,643,814	\$ 3,833,430	\$ 4,452,539	\$ 4,507,328
Expenditure Summary:							
Personal Services	\$ 413,079	\$ 476,143	\$ 624,754	\$ 669,873	\$ 675,094	\$ 707,419	\$ 746,574
Contractual Services	197,541	177,011	250,726	244,627	292,060	320,010	356,762
Commodities	8,177	13,036	12,509	15,344	18,588	18,491	19,510
Capital Outlay	24,827	-	37,120	-	-	40,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 643,624	\$ 666,190	\$ 925,109	\$ 929,844	\$ 985,742	\$ 1,085,920	\$ 1,122,846
Personnel Summary:							
Storm Water and Environmental Manager	-	1.00	1.00	1.00	1.00	1.00	1.00
Civil/Environmental Engineer	1.00	-	1.00	1.00	1.00	1.00	1.00
Storm Water Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician II	-	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician I	1.75	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	3.75	4.00	5.00	5.00	5.00	5.00	5.00
Capital Outlay Summary:	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
1/2 Ton 4WD Truck	1	2025	Purchase	\$ -	\$ 40,000	\$ -	
Total Capital Outlay				\$ -	\$ 40,000	\$ -	

Business Type Activities/Enterprise Funds

Activity: Street Cleaning			Department: Public Works			Program: Enterprise		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Revenue Summary:								
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Non-Property Taxes	-	-	-	-	-	-	-	
Licenses and Permits	-	-	-	-	-	-	-	
Use of Money & Property	-	-	-	-	-	-	-	
Intergovernmental	-	-	-	-	-	-	-	
Service Charges	-	-	-	-	-	-	-	
Special Assessments	-	-	-	-	-	-	-	
Miscellaneous	-	-	-	-	-	-	-	
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Expenditure Summary:								
Personal Services	\$ 92,258	\$ 90,751	\$ 84,638	\$ 104,953	\$ 105,283	\$ 108,334	\$ 112,714	
Contractual Services	31,223	32,116	21,477	43,658	43,152	44,660	46,036	
Commodities	25,032	21,810	36,958	48,608	50,789	52,393	54,470	
Capital Outlay	-	-	-	-	-	-	-	
Debt Service	51,169	25,584	32,719	67,150	65,438	65,438	65,438	
Total Expenditures	\$ 199,682	\$ 170,261	\$ 175,792	\$ 264,369	\$ 264,662	\$ 270,825	\$ 278,658	
Personnel Summary:								
Equipment Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Total Full Time Equivalents	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Capital Outlay Summary:								
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected		
Street Sweeper	1	2023	Reserve	\$ 65,438	\$ 65,438	\$ 65,438		
Total Capital Outlay				\$ 65,438	\$ 65,438	\$ 65,438		

Capital Outlay Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Storm Water							
Annual Storm Sewer Replacement Program	\$ 54,100	\$ 403,768	\$ 355,892	\$ 450,000	\$ 544,991	\$ 450,000	\$ 450,000
Tradition Detention Basin and Channel Improvements	33,049	-	-	-	-	-	-
Wildflower Detention Basin Improvements	364,356	-	-	-	-	-	-
Tradition Park Detention Basin Flood Repair	-	-	(135,373)	-	-	-	-
North Creek Channel Flood Repair	(17,694)	(4,439)	-	-	-	-	-
Westwinds Channel Flood Repair	(251,742)	-	-	-	-	-	-
Sawgrass Park Dam Improvements	-	45	-	45,000	45,000	267,500	222,500
Four Mile Creek Channel Stabilization – NE 47 th Street to NE 54 th Street	-	1,777	40,848	310,000	75,790	1,145,000	1,712,500
High Trestle Trail Channel Stabilization – Phase 1	39,160	81,830	579,242	431,943	295,713	-	-
Tributary to Four Mile Creek Stabilization	-	8,496	194,615	762,500	51,399	-	-
SE 3 rd Street Area Trunk Storm Sewer Improvements	105,953	69,564	681,100	637,500	917,591	677,500	207,500
SE 3 rd Street Area Collection Storm Sewer Improvements	-	-	-	90,000	-	95,000	805,000
Westwinds Storm Sewer Extension	-	35,278	5,817	80,000	257,419	-	-
SE Creekview Drive Wetland	-	-	2,500	750,000	870	-	-
Diamond Hills Greenway Stream Stabilization	-	-	-	-	-	37,500	75,000
Saylor Creek Tributary Channel Improvements	-	-	-	-	-	-	95,000
NW 17 th Street Storm Sewer and Pavement Improvements	-	-	-	-	10,000	460,000	450,000
SW Des Moines Street Utility Improvements	-	-	-	-	140,000	852,500	1,010,000
Total Storm Water	\$ 327,182	\$ 596,319	\$ 1,724,641	\$ 3,556,943	\$ 2,338,773	\$ 3,985,000	\$ 5,027,500

Capital Budget Impact on Operating Budget

Although the City prepares the capital budget separate from the operating budget, the two budgets are linked. These links include ongoing operating, maintenance and repair costs associated with new or renovated facilities and infrastructure. Occasionally, capital improvement program projects also necessitate the addition of new personnel required to staff or maintain new facilities. On the other hand, capital improvement program projects may produce new revenues in the form of fees paid for the use of new or renovated facilities or they may produce operational savings from efficiencies gained as a result.

The fiscal year 2025 operating costs shown below are incorporated in the City's adopted operating budget. In addition to current year operating budget impacts, future operating costs associated with current and planned projects are identified in the capital budget process to aid in long-range planning.

Project	2024-25 Capital Budget	Personnel Costs	Maintenance Costs	Utilities Costs	Total Operating Cost
Annual Storm Sewer Replacement Program	\$ 450,000	\$ -	\$ (10,000)	\$ -	\$ (10,000)
Sawgrass Park Dam Improvements	267,500	-	-	-	-
Four Mile Creek Channel Stabilization – NE 47 th Street to NE 54 th Street	1,145,000	-	-	-	-
SE 3 rd Street Area Trunk Storm Sewer Improvements	677,500	-	-	-	-
SE 3 rd Street Area Collection Storm Sewer Improvements	95,000	-	-	-	-
Diamond Hills Greenway Stream Stabilization	37,500	-	-	-	-
NW 17 th Street Storm Sewer and Pavement Improvements	460,000	-	-	-	-
SW Des Moines Street Utility Improvements	852,500	-	-	-	-
Total	\$ 3,985,000	\$ -	\$ (10,000)	\$ -	\$ (10,000)

Golf Course Fund

Description of the Fund

The fund accounts for the activities of the municipally owned 18-hole golf course.

The fund is divided into the following activities for budget management purposes:

Golf Course Maintenance – is responsible for the maintenance and upkeep of the grounds and facilities.

Golf Course Pro Shop – is responsible for the management of the club house and golf course.

Golf Course Banquet Services – is responsible for the management of the Tin Cup Bar and Grille, a full-service restaurant, and the Pinnacle Club banquet facilities.

Council Goal	Fund Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Enhance Quality of Life 	To maintain greens, tees, roughs and common areas including irrigation, plant health and pest prevention services	Golf course acreage	200.6	200.6	200.6	200.6	200.6
		Maintenance expenditures per acre ⁽¹⁾	\$2,647	\$2,829	\$3,316	\$4,018	\$4,184
	To provide customers a great experience while playing the golf course and to develop lifelong golfers	Number of rounds of golf played	20,833	33,629	33,148	33,250	33,250
		Utilization of available tee times	39%	55%	57%	54%	54%
		Junior Golf Program participants	120	260	340	340	340
	To provide outstanding banquet services to citizens and businesses	Number of banquet rentals	69	80	73	78	69

⁽¹⁾ Reported for the fiscal year

Activities and Accomplishments

Recent Accomplishments

- Continued to operate as a premier public golf course with 35,306 rounds played in 2023, an increase from 33,148 rounds in 2022.
- Hosted 36 community golf outings, focused on fundraising for charitable causes or local organizations.
- Hosted the PGA Junior Tour Championship, the Iowa Community College Women's Regional and the Iowa Boys and Girls High School State Golf Championships.

In Progress Activities

- Complete Otter Creek Golf Course clubhouse renovations, including audio/visual upgrades.

<i>Upcoming Activities</i>	
	Review GolfNow contract for online tee time distribution, point-of-sale, marketing and website services.
<i>Trends and Issues</i>	
	Recruiting, training and retaining quality seasonal staff.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The golf course fund is projected to generate \$2,361,000 in revenues for fiscal 2025 with membership fees, greens fees and cart rental accounting for 49.85%; food and beverage and beer and alcohol sales for 22.62%; driving range for 8.51% and pro shop merchandise sales for 5.29% as detailed on the Golf Course Fund Revenue Summary.

Golf Course Fund Revenue Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Interest	\$ 2,245	\$ 1,366	\$ 32,591	\$ 15,000	\$ 96,000	\$ 75,000	\$ 55,000
Commissions	-	2,123	1,051	1,000	1,000	1,000	1,000
Facility Rental	25,162	30,610	28,729	31,000	26,000	27,000	28,000
Equipment Rental	1,258	2,877	3,604	3,000	3,000	3,000	3,000
Membership Fees	97,094	114,336	109,799	98,000	107,000	109,000	111,000
Greens Fees	567,382	662,097	757,386	573,000	709,000	669,000	676,000
Recreation Programming	22,296	25,074	27,770	22,000	25,000	25,000	25,000
Trail Fees	-	-	(3,826)	-	-	-	-
Driving Range	198,423	183,347	216,763	185,000	199,000	201,000	203,000
Cart Rental	341,504	398,453	446,538	345,000	395,000	399,000	403,000
Gift Certificates	5,161	9,425	3,447	-	-	-	-
Miscellaneous Service Charges	9,419	21,486	26,649	24,000	24,000	50,000	76,000
Pro Shop Merchandise	103,715	115,259	150,417	105,000	123,000	125,000	127,000
Food and Beverage	134,467	242,698	292,505	196,000	242,000	245,000	248,000
Beer and Alcohol Sales	204,177	286,436	332,814	206,000	286,000	289,000	292,000
Salvage Sales	91	-	-	-	-	-	-
Program Sponsorships	5,400	1,263	2,144	2,000	2,000	2,000	2,000
Refunds	49	-	-	-	-	-	-
Rebates	128	-	-	-	-	-	-
Other Reimbursements	1,699	1,980	1,172	1,000	1,000	1,000	1,000
Overages/Shortages	(394)	(37)	(1,145)	-	-	-	-
Sales Tax	36,320	42,081	46,635	34,000	43,000	40,000	41,000
Miscellaneous	52,903	83,505	98,678	93,000	100,000	100,000	100,000
Total	\$ 1,808,499	\$ 2,224,379	\$ 2,573,721	\$ 1,934,000	\$ 2,382,000	\$ 2,361,000	\$ 2,392,000

Budgeted expenditures total \$2,572,906 for fiscal year 2025, of which \$839,224 is for maintenance, \$762,889 for pro shop and \$970,793 for banquet services. Personnel changes for fiscal year 2025 include the addition of a part-time golf course maintenance position as well as a reclassification of a part-time assistant groundskeeper to a full-time groundskeeper, all in golf course maintenance. Capital outlay purchases include the replacement of a sidewinder mower and bunker rake in golf course maintenance. Equipment reserve payments continue for numerous pieces of equipment in golf course maintenance and the pro shop, which included the fiscal year 2023 replacement of the golf cart fleet.

Estimated Ending Fund Balance

The estimated ending fund balance of the golf course at June 30, 2025, is \$1,605,553, a decrease of \$211,906 or 11.66%. The profitability of the golf course heavily relies on weather conditions, underscoring the importance of maintaining an adequate fund balance to manage fluctuations in weather-related impacts.

Looking Ahead to Fiscal Year 2026 and Beyond

The ongoing challenge within the golf course fund is managing its structural deficit, where expenditures at times exceed revenues. For fiscal year 2026, the golf course anticipates a deficit of \$10,656 based on an average golf season.

Golf Course Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 490,040	\$ 806,980	\$ 1,276,187	\$ 1,317,066	\$ 1,823,641	\$ 1,817,459	\$ 1,605,553
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	28,665	36,976	65,975	50,000	126,000	106,000	87,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	1,241,279	1,414,218	1,584,526	1,247,000	1,459,000	1,453,000	1,494,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	538,555	773,185	923,220	637,000	797,000	802,000	811,000
Total Revenues	\$ 1,808,499	\$ 2,224,379	\$ 2,573,721	\$ 1,934,000	\$ 2,382,000	\$ 2,361,000	\$ 2,392,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 2,298,539	\$ 3,031,359	\$ 3,849,908	\$ 3,251,066	\$ 4,205,641	\$ 4,178,459	\$ 3,997,553
Expenditures:							
Golf Course Maintenance	\$ 531,088	\$ 567,523	\$ 665,176	\$ 805,163	\$ 805,622	\$ 839,224	\$ 825,383
Golf Course Pro Shop	530,215	587,503	680,032	691,398	769,603	762,889	787,063
Golf Course Banquet Services	430,256	600,146	681,059	843,576	812,957	970,793	790,210
Total Expenditures	\$ 1,491,559	\$ 1,755,172	\$ 2,026,267	\$ 2,340,137	\$ 2,388,182	\$ 2,572,906	\$ 2,402,656
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 806,980	\$ 1,276,187	\$ 1,823,641	\$ 910,929	\$ 1,817,459	\$ 1,605,553	\$ 1,594,897

Business Type Activities/Enterprise Funds

Activity: Golf Course Maintenance		Department: Parks and Recreation				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,194	1,980	1,172	1,000	1,000	1,000	1,000
Total Revenues	\$ 1,194	\$ 1,980	\$ 1,172	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Expenditure Summary:							
Personal Services	\$ 336,826	\$ 345,050	\$ 379,041	\$ 460,286	\$ 453,743	\$ 493,170	\$ 514,531
Contractual Services	38,621	51,264	91,664	61,404	65,850	68,057	71,122
Commodities	125,637	134,118	136,081	168,575	173,290	186,620	189,603
Capital Outlay	-	-	22,415	84,995	82,836	67,622	34,654
Debt Service	30,004	37,091	35,975	29,903	29,903	23,755	15,473
Total Expenditures	\$ 531,088	\$ 567,523	\$ 665,176	\$ 805,163	\$ 805,622	\$ 839,224	\$ 825,383
Personnel Summary:							
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Groundskeeper	-	-	-	-	-	1.00	1.00
Seasonal Laborer (10 Month)	0.83	1.66	1.66	1.66	1.66	-	-
Seasonal Laborer (8 Month)	2.67	2.00	2.00	2.00	2.00	2.66	2.66
Seasonal Laborer (4 Month)	0.33	0.66	0.66	0.66	0.66	0.66	0.66
Seasonal Laborer (3 Month)	0.25	-	-	-	-	-	-
Total Full Time Equivalents	6.08	6.32	6.32	6.32	6.32	6.32	6.32
Capital Outlay Summary:							
	Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected	
Tee Mower	1	2019	Reserve	\$ 2,989	\$ -	\$ -	
Greens Mower	1	2020	Reserve	6,318	3,159	-	
Fairway Mower	1	2021	Reserve	10,246	10,246	5,123	
Fairway Mower	1	2022	Reserve	10,350	10,350	10,350	
Sprayer	1	2024	Purchase	20,829	-	-	
Tractor and Loader Bucket	1	2024	Purchase	62,007	-	-	
Bunker Rake	1	2025	Purchase	-	25,352	-	
Sidewinder Mower	1	2025	Purchase	-	42,270	-	
Utility Vehicle	1	2026	Purchase	-	-	34,654	
Total Capital Outlay				\$ 112,739	\$ 91,377	50,127	

Business Type Activities/Enterprise Funds

Activity: Golf Course Pro Shop		Department: Parks and Recreation				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	3,403	5,786	36,415	18,000	99,000	78,000	58,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	1,233,739	1,395,264	1,560,516	1,225,000	1,437,000	1,424,500	1,459,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	146,087	158,708	198,739	141,000	168,000	167,000	170,000
Total Revenues	\$ 1,383,229	\$ 1,559,758	\$ 1,795,670	\$ 1,384,000	\$ 1,704,000	\$ 1,669,500	\$ 1,687,000
Expenditure Summary:							
Personal Services	\$ 243,906	\$ 269,443	\$ 308,610	\$ 338,057	\$ 351,286	\$ 363,845	\$ 379,409
Contractual Services	164,358	171,643	201,042	196,022	238,322	228,089	237,124
Commodities	68,459	93,646	126,308	121,945	144,621	135,581	135,156
Capital Outlay	-	-	-	-	-	-	-
Debt Service	53,492	52,771	44,072	35,374	35,374	35,374	35,374
Total Expenditures	\$ 530,215	\$ 587,503	\$ 680,032	\$ 691,398	\$ 769,603	\$ 762,889	\$ 787,063
Personnel Summary:							
Head Golf Professional	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Golf Carts	70		2023	Reserve	\$ 35,374	\$ 35,374	\$ 35,374
Total Capital Outlay					\$ 35,374	\$ 35,374	\$ 35,374

Business Type Activities/Enterprise Funds

Activity: Golf Course Banquet Services		Department: Parks and Recreation				Program: Enterprise	
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	25,262	31,190	29,559	32,000	27,000	28,000	29,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	7,539	18,955	24,009	22,000	22,000	28,500	35,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	391,274	612,498	723,309	495,000	628,000	634,000	640,000
Total Revenues	\$ 424,075	\$ 662,643	\$ 776,877	\$ 549,000	\$ 677,000	\$ 690,500	\$ 704,000
Expenditure Summary:							
Personal Services	\$ 253,533	\$ 342,951	\$ 376,464	\$ 426,427	\$ 426,411	\$ 436,991	\$ 451,798
Contractual Services	59,673	72,997	83,866	206,154	119,225	310,921	115,956
Commodities	117,050	184,198	220,729	210,995	242,321	222,881	222,456
Capital Outlay	-	-	-	-	25,000	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 430,256	\$ 600,146	\$ 681,059	\$ 843,576	\$ 812,957	\$ 970,793	\$ 790,210
Personnel Summary:							
Food & Beverage Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total Full Time Equivalents	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Capital Outlay Summary:		Quantity	Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
A/V System and Televisions		Various	2024	Purchase	\$ 25,000	\$ -	\$ -
Total Capital Outlay					\$ 25,000	\$ -	\$ -



Capital Projects Fund

Special Assessments Fund

Description of the Fund

The fund accounts for the collection of special assessments placed against a property in order to help pay for public improvements that benefit the property. Special assessments are used to abate construction costs or debt service payments associated with the improvements.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The special assessments fund receives revenues based on a schedule of assessments or in the case of agricultural property the assessment is deferred until such time as development occurs. The timing of these revenues is difficult to predict; thus, fiscal year 2025 revenues and expenditures have been budgeted at \$0.

Estimated Ending Fund Balance

The ending fund balance of the special assessments fund is budgeted to be \$501,847 at June 30, 2025.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Special Assessments Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 1,249,658	\$ -	\$ -	\$ 22,158	\$ 22,158	\$ 501,847	\$ 501,847
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	30,128	-	277,158	-	479,689	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 30,128	\$ -	\$ 277,158	\$ -	\$ 479,689	\$ -	\$ -
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 1,279,786	\$ -	\$ 277,158	\$ 22,158	\$ 501,847	\$ 501,847	\$ 501,847
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	1,279,786	-	255,000	-	-	-	200,000
Ending Balance, June 30	\$ -	\$ -	\$ 22,158	\$ 22,158	\$ 501,847	\$ 501,847	\$ 301,847

2024-2028 Capital Improvement Program

Introduction

The capital improvement program serves as a guide for the provision of public improvements and outlines the timing and financing of projects for a five-year period. The capital budget is a significant portion of the fiscal year 2025 budget. It includes the costs associated with the 2024 capital projects, the first year of the 2024-2028 Capital Improvement Program.

The capital improvement program identifies capital needs, establishes priorities and identifies secured and potential funding sources. Key resources used in formulating the capital improvement program include The Ankeny Plan 2040, as well as professional studies of facilities, transportation, utilities and drainage needs.

The capital improvement program neither appropriates funds nor authorizes projects. The city council must act to initiate projects. Proceedings to initiate capital improvement program projects are presented to the council when sources of funding are available and the project is set for design and/or construction.

Annually, staff performs an extensive evaluation of capital project requirements, updates the adopted capital improvement program document, incorporates recommended changes and submits the revised program to the city council for consideration, modification and adoption as a part of the annual budget process.

During the preparation of the recommended capital improvement program, city staff employs judgment to identify which projects can be accomplished within a given year and within the city's financial constraints. As would be expected, project expenditures and revenue estimates for the earlier years are more precise than the later years.

Fiscal Overview

The 2024-2028 Capital Improvement Program reflects a \$44,844,000 increase in project expenditures over last year's program. This is mostly due to the municipal buildings category and the addition of the Public Works Maintenance Facility Expansion project in 2025, 2026 and 2027. Also, new in this year's capital improvement program is the operating/construction equipment category, which includes the replacement of the fire department's ladder truck in 2028.

Goals

The city council's goals provide policy guidance for the evaluation of capital improvement program projects. These goals include:

- Upgrade essential infrastructure
- Exercise financial discipline
- Deliver exceptional service
- Enhance quality of life
- Strengthen community engagement
- Ensure economic vitality
- Provide regional leadership
- Become the employer of choice

In addition to these goals, The Ankeny Plan 2040 serves as the basis for many of the city's policy decisions related to a wide range of issues including capital projects. The Ankeny Plan 2040 community goals related to the 2024-2028 Capital Improvement Program include:

1. Provide infrastructure investments that correspond to the community's growth potential;

2. Ensure that development within Ankeny and on Ankeny's periphery demonstrates environmental responsibility and adheres to the city's long-term growth goals;
3. Assure that the transportation system is adequate to meeting future demands; and
4. Encourage the development of an interconnected system of parks, trails and civic parkways and maintain a high level of service for recreational facilities as new neighborhoods emerge.

Capital Improvement Program Process

The capital improvement program process includes the submittal of request forms that gather information about capital projects including information on the department, project type and purpose, funding sources, underlying studies, and reasons for the project's timing. This information is combined with other factors such as relevance to city council goals, method of financing and whether or not it is a new or replacement project.

The projects are then evaluated based on the information provided on the forms. The following criteria may be considered when evaluating capital projects:

- Meets legal mandates
- Reduces hazards and improves public safety
- Advances a council goal or priority
- Improves efficiency
- Maintains standards of service
- Supports economic development
- Improves services and convenience
- Affordability
- Improves the quality of life or aesthetic values

These criteria are used as general guidelines that help determine priorities among the capital project requests. Projects are then evaluated and presented to the city council for consideration based on priorities and financial guidelines.

Since the 2024 capital improvement program projects will become part of the adopted fiscal year 2025 budget, the emphasis in the capital improvement program process is on the 2024 capital program. The projects for the remaining four years of the program become part of the city's long-term financial program. Although not an official part of the capital improvement program, an overall summary is included that contains an additional five years of high priority projects.

Program Overview

For 2024-2028, the capital improvement program totals \$244,866,000. Of this total, 50.70% is identified for transportation projects, 30.25% for municipal utilities (water, sewer and storm water) projects, 13.33% for municipal buildings, 3.53% for park facilities, 1.17% for sidewalks/trails and 1.02% for operating/construction equipment.

Capital spending authorizations by project category for the 2024-2028 Capital Improvement Program include:

Project Category	2024	2025	2026	2027	2028	Total
Bridge/Box Culvert	\$ 700,000	\$ 475,000	\$ 540,000	\$ 3,555,000	\$ 6,910,000	\$ 12,180,000
Municipal Buildings	7,440,000	2,945,000	16,350,000	5,895,000	-	32,630,000
Operating/Construction Equipment	-	-	-	-	2,495,000	2,495,000
Park Facilities	1,744,000	1,470,000	3,365,000	520,000	1,545,000	8,644,000
Sanitary Sewers	5,476,000	4,007,000	3,875,000	1,729,000	3,454,000	18,541,000
Sidewalks/Trails	575,000	575,000	575,000	575,000	575,000	2,875,000
Storm Water	1,865,000	6,150,000	3,905,000	4,125,000	4,400,000	20,445,000
Streets	20,800,000	16,940,000	17,935,000	23,475,000	22,975,000	102,125,000
Traffic Control	2,739,000	1,830,000	1,685,000	2,100,000	1,490,000	9,844,000
Water Mains	4,024,000	2,980,000	953,000	2,047,000	985,000	10,989,000
Water Towers/Storage	12,021,000	400,000	10,400,000	90,000	1,187,000	24,098,000
Total	\$ 57,384,000	\$ 37,772,000	\$ 59,583,000	\$ 44,111,000	\$ 46,016,000	\$ 244,866,000

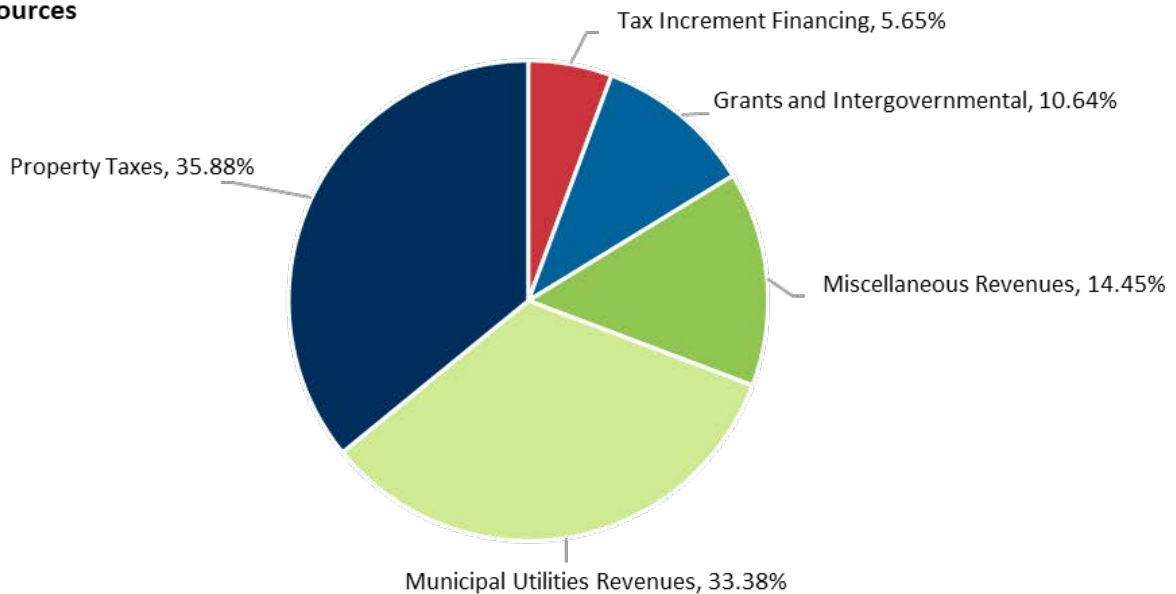
Financial Plan

The program represents a concerted effort to ensure that needed capital projects are in place in a timely manner to accommodate growth and development. Staff has worked to mitigate the impact that debt service requirements have on the debt service levy by careful review of the need for projects and the timing of these projects.

The financial plan presents a diversified approach to funding the 2024-2028 Capital Improvement Program with 64.12% coming from sources other than property taxes. The plan focuses on finding revenue sources from outside the community to lessen the burden on taxpayers and aggressively seeks partnerships for enhancing the city's infrastructure. The capital improvement program financial plan relies on regular general obligation debt with substantial reinvestment in infrastructure. Typically, any infrastructure reinvestment, such as street rehabilitation, is funded primarily by property taxes from the debt service levy.

Funding sources for the 2024-2028 Capital Improvement Program are shown in the following graphs and charts:

Funding Sources



Capital Projects Fund

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Projects Fund	\$ 4,832,752	\$ 860,000	\$ 720,000	\$ 1,714,000	\$ 170,000	\$ 8,296,752
Capital Reserve Fund	6,765,000	1,370,000	-	-	-	8,135,000
County Contributions	150,000	50,000	-	-	-	200,000
FHWA/IDOT Grants	1,712,500	3,950,000	300,000	4,100,000	5,300,000	15,362,500
GO Bonds	16,150,600	16,162,000	15,185,000	15,835,000	24,515,000	87,847,600
GO Bonds – RUT	-	506,499	8,230,602	2,985,809	-	11,722,910
GO Bonds - Sewer	-	324,974	5,280,831	1,915,723	-	7,521,528
GO Bonds – Storm Water	846,733	2,648,000	2,049,633	3,055,000	3,285,000	11,884,366
GO Bonds – TIF	400,000	1,320,000	3,216,750	6,607,750	2,285,000	13,829,500
GO Bonds – Water	-	168,527	2,738,567	993,468	-	3,900,562
Hotel/Motel Tax Fund	295,000	100,000	600,000	-	500,000	1,495,000
MPO/STBG Grants	1,973,748	-	1,423,250	1,423,250	2,440,000	7,260,248
Other Grants	-	1,120,000	1,168,700	220,000	715,000	3,223,700
Otter Creek Golf Course Fund	200,000	-	-	-	-	200,000
Park Dedication Fund	100,000	100,000	100,000	100,000	100,000	500,000
Private Contributions	1,270,000	-	-	-	-	1,270,000
Road Use Tax Fund	1,449,000	785,000	350,000	350,000	350,000	3,284,000
Sewer Fund	4,374,334	4,017,000	4,810,834	1,634,000	3,409,000	18,245,168
Special Assessments	-	-	200,000	290,000	-	490,000
Storm Water Fund	800,000	800,000	850,000	850,000	900,000	4,200,000
Water Fund	844,333	1,230,000	1,830,833	865,000	800,000	5,570,166
Water Revenue Capital Loan Notes	15,220,000	2,260,000	10,528,000	1,172,000	1,247,000	30,427,000
Total	\$ 57,384,000	\$ 37,772,000	\$ 59,583,000	\$ 44,111,000	\$ 46,016,000	\$244,866,000

Property Taxes – specifically those collected through the City’s debt service levy, are the largest source of revenue for the capital improvement program representing \$87,847,600, or 35.88%, of the overall financial plan. Property tax revenue is used to make principal and interest payments on general obligation debt issued by the City to pay for infrastructure projects.

There are seven types of general obligation debt issued by the City, with all types backed by the full faith and credit of the City’s taxing authority:

1. Regular general obligation debt—debt service levy
2. Road use tax-abated general obligation debt – reimbursement received from road use tax fund
3. Tax increment financing (TIF)-abated general obligation debt—reimbursement received from tax increment financing fund
4. Water-abated general obligation debt—reimbursement received from water fund
5. Sewer-abated general obligation debt—reimbursement received from sewer fund
6. Storm water-abated general obligation debt—reimbursement received from storm water fund
7. Referendum approved general obligation debt—additional debt service levy authority for capital projects approved by a vote of a super-majority of voters

Grants – include opportunities outside the normal funding mechanisms to assist with the construction of infrastructure projects. These opportunities can include awards of federal and state grants, regional resources or assistance from other governments. The proposed capital improvement program financial plan identifies \$26,046,448 to be received from grant awards or intergovernmental assistance, representing 10.64% of all revenue sources.

The projects most dependent upon grants and intergovernmental support are the South Ankeny Boulevard Improvements – SE Peterson Drive to 1st Street, North Ankeny Boulevard Improvements – 1st Street to 11th Street and West 1st Street Widening and Improvements – Phase 2. Staff has secured \$11,435,000 from the Iowa Department of Transportation (DOT) and \$2,846,500 from the Des Moines Area Metropolitan Planning Organization (MPO) for these projects.

For 2024, staff has secured \$787,500 from the Iowa DOT and \$1,973,748 from the Des Moines Area MPO for various transportation projects with the largest being the NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street and SW Oralabor Road and SW State Street Intersection Improvements. In addition, \$1,075,000 is anticipated from the Iowa DOT and Polk County for the SE Creekview Drive Extension and NW 36th Street and NW Weigel Drive Asphalt Overlay projects.

Tax Increment Financing (TIF) – abatements represent 5.65% of the funding sources, or \$13,829,500. The West 1st Street Widening and Improvements – Phase 2 project is planned for preliminary design in 2024. This project is located within the Ankeny Economic Development Urban Renewal Area.

Municipal Utilities (Water, Sewer and Storm Water) – help support numerous infrastructure projects to ensure each utility can adequately provide service to Ankeny’s utility customers. Resources from the utility funds make up \$81,748,790 or 33.38% of the financial plan.

Projects within the annual utility programs for 2024 include:

- NW Northlawn Area utility improvements;
- Westlawn Place Area utility improvements;
- Sanitary sewer spot repairs, manhole repairs and slip lining; and
- Storm water projects include maintenance and storm sewer improvements along Saylor Creek near Vintage Business Park and in the Vintage Greenway; replace storm sewer intakes and cross-run storm sewer pipes on SW Des Moines Street, NW 9th Street and NW School Street intersection and NW 5th Street and NW School Street intersection; and other minor storm sewer improvements and repairs.

Major utility projects planned for 2024 construction include the Four Mile Creek Trunk Sewer – Phase 2, SE 3rd Street Area Trunk Storm Sewer Improvements, NE 36th Street and NE 38th Street Water Main Loop and Northwest Water Tower.

Miscellaneous – totals \$35,393,662 or 14.45% of the 2024-2028 Capital Improvement Program. This includes capital project fund cash balances, capital reserve fund cash balances, hotel/motel tax fund revenues, Otter Creek Golf Course fund cash balances, park dedication fund cash balances, private contributions, road use tax fund revenues and special assessment revenues.

Conclusion

The 2024-2028 Capital Improvement Program represents the culmination of a systematic process employed by the city council and staff to develop a five-year program of infrastructure projects critical to the growth of the Ankeny community.

Projects proposed for completion from 2024 through 2028 will sustain existing infrastructure and support the expansion of new economic development opportunities. It is noted, however, that a significant number of projects will need to be considered in the future. With this in mind, the capital improvement program represents a balanced approach, making prudent investments while targeting construction in areas essential to sustaining Ankeny’s commitment to attracting businesses, managing growth, and improving the quality of life.

Several large capital projects are planned for the calendar year 2024 construction season as described here. For more information regarding the City’s capital improvement program, please refer to the 2024-2028 Capital Improvement Program that is available on the City’s website at <https://www.ankenyiowa.gov/210/Capital-Improvement-Program>.

Fire Station No. 4							
Department	Administration						
Type	New Construction						
Useful Life	40 Years						
Category	Municipal Buildings						
Council Goal	 Upgrade Essential Infrastructure  Deliver Exceptional Service						
Description	This project builds the community’s fourth fire station to serve continued growth and service level needs. The station utilizes the same basic design as existing Fire Station No. 2 and 3. The new station will be located approximately 1,500 feet north of the intersection of NW Weigel Drive and NW 18th Street (west side of the road). The design for the new fire station will be completed by the end of calendar year 2023 with the expectation to bid the project over the winter and initiate construction during the spring of 2024. The project schedule anticipates more than 18 months for construction based upon the current environment for completing building projects on time. Full occupancy will occur by January 1, 2026.						
Justification	The City of Ankeny continues to experience strong commercial and residential growth. A large percentage of new residential construction is occurring within the northwest quadrant of the City. Past experience across the United States shows that residential buildings represent the highest risk to the community for both fire injuries and deaths. Additionally, the successful response to medical emergencies is most effective when paramedics arrive within five minutes of the 911 call for service. As this rapid growth continues over the next several years, call volume and the travel time for emergency vehicles to answer emergency calls for service in northwest Ankeny from the existing fire stations in the center of town and the northeast quadrant also continue to increase.						
		2024	2025	2026	2027	2028	Total
Expenditures							
	Engineering	\$ 70,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 100,000
	Construction	6,198,750	798,750	-	-	-	6,997,500
	Other Costs	541,250	541,250	-	-	-	1,082,500
	Total	\$ 6,810,000	\$ 1,370,000	\$ -	\$ -	\$ -	\$ 8,180,000
Funding Sources							
	Capital Reserve Fund	\$ 6,600,000	\$ 1,370,000	\$ -	\$ -	\$ -	\$ 7,970,000
	G.O. Bonds	210,000	-	-	-	-	210,000
	Total	\$ 6,810,000	\$ 1,370,000	\$ -	\$ -	\$ -	\$ 8,180,000
Operating Costs							
	Personnel Costs	\$ -	\$ 1,007,955	\$ 1,917,624	\$ 1,975,153	\$ 2,034,408	\$ 6,935,140
	Maintenance Costs	-	-	4,000	4,120	4,244	12,364
	Utilities	-	-	6,000	6,180	6,365	18,545
	Total	\$ -	\$ 1,007,955	\$ 1,927,624	\$ 1,985,453	\$ 2,045,017	\$ 6,966,049
Budget Impact	The new building will require the purchase of a fire engine and ambulance as well as furniture, fixtures and equipment (FF&E) for use by City employees. There will also be regular maintenance and repairs needed after the warranty period from the building contractor expires. There will be monthly charges for services from utilities, such as electric, natural gas, garbage pickup, fiber optic internet access, cable tv, etc. The exact costs for these services will be determined when the new building is designed. The impact on 911 emergency response time in the northwest area of the City will be improved when the new fire station is opened, equipped and staffed with trained personnel.						



High Trestle Trail Experience Park						
Department	Parks and Recreation					
Type	New Construction					
Useful Life	40 Years					
Category	Park Facilities					
Council Goal	 Upgrade Essential Infrastructure					
	 Enhance Quality of Life					
Description	This request is for funding improvements to the High Trestle Trail (HTT) corridor from the Albaugh Family Senior Community Center to the HTT underpass under South Ankeny Boulevard. Improvements will include grading, importing soil, native plantings, 119 trees and installing lighting along this nearly 5,000 linear feet of trail right-of-way. Grading will prepare the trail right-of-way for future public art projects, trail side paths/detours and other interactive enhancements on both sides of the trail corridor from SW Cherry Street to South Ankeny Boulevard. The total area impacted will be approximately 14 acres as a multi-phase, multi-year project.					
Justification	This work began with the City's Bicycle Tourism and Economic Development Strategy. One component of this work was enhancing the trail corridor, which lead to the creation of the High Trestle Trail Corridor Public Art Plan, and subsequently a specific vision for this area. The improvements associated with this request will begin to create a linear park on existing City-owned property in the center of Ankeny. These site-preparation improvements will enhance the trail with landscaping and lighting, but also set the stage for adding interactive enhancements strategically placed along the trail to create a unique experience for both residents as well as visitors and trail users and non-trail users to enjoy. Regional and federal grants, along with private donations, will be pursued to support the enhancements after the grading and lighting is complete.					
		2024	2025	2026	2027	2028
Expenditures						Total
Construction		\$ 924,000	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000
Total		\$ 924,000	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000
Funding Sources						
Capital Projects Fund		\$ 631,000	\$ -	\$ -	\$ -	\$ -
Hotel/Motel Tax Fund		293,000	-	500,000	-	500,000
Other Grants		-	-	500,000	-	500,000
Total		\$ 924,000	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000
Operating Costs						
Maintenance Costs		\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Utilities		-	750	750	750	750
Total		\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250
Budget Impact	Operating impacts include ongoing park maintenance including cleaning, trash removal, general maintenance of landscape and electricity costs for lighting. The 14 acres is currently part of the City's mowing contract.					



Four Mile Creek Trunk Sewer – Phase 2						
Department	Sewer Utility					
Type	New Construction					
Useful Life	40 Years					
Category	Sanitary Sewers					
Council Goal	 Upgrade Essential Infrastructure					
Description						
Justification	Install approximately 2,000 linear feet of 30-inch diameter sanitary trunk sewer from the Four Mile Creek Trunk Sewer – Phase 1 end limits to about 1,300 linear feet north of NE 62 nd Street on the east side of North Ankeny Boulevard.					
	This project has become necessary due to recent development and annexations north of NE 54 th Street. This trunk line will serve a large portion of developable land north of NE 54 th Street.					
		2024	2025	2026	2027	2028
Expenditures						Total
Engineering	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Construction	2,100,000	-	-	-	-	2,100,000
Land/ROW Acquisition	25,000	-	-	-	-	25,000
Total	\$2,275,000	\$ -	\$ -	\$ -	\$ -	\$2,275,000
Funding Sources						
Capital Projects Fund	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Sewer Fund	1,775,000	-	-	-	-	1,775,000
Total	\$2,275,000	\$ -	\$ -	\$ -	\$ -	\$2,275,000
Budget Impact	Since this is a new trunk sewer, it is not anticipated that there will be any maintenance required initially. It will be added to the routine pipe cleaning and inspection programs once the maintenance bond period has passed. Being a large diameter trunk sewer, however, this would have a lower frequency of maintenance and it would likely be hired out as the City does not have equipment to televise this size of active sewer.					

SE 3rd Street Area Trunk Storm Sewer Improvements

Department	Storm Water Utility
Type	Improvement
Useful Life	40 Years
Category	Storm Water
Council Goal	 Upgrade Essential Infrastructure
Description	Construction of storm sewer infrastructure improvements in underserved sections of the SE 3rd Street area, which is located south of East 1st Street, north of SE Peterson Drive, east of South Ankeny Boulevard and west of SE Sharon Drive. The proposed storm sewer infrastructure improvements will include footing drain/sump collector lines, storm sewer pipe, intakes, utility accesses and related pavement removal and replacement necessary to install a trunk storm sewer along SE 3rd Street from South Ankeny Boulevard to SE Sharon Drive.
Justification	The purpose of the project is to address areas that lack storm sewer infrastructure or have known capacity issues within the existing storm sewer network. The June 30, 2018, extreme flash flooding event and other high intensity rainfall events in the past several years have demonstrated the need for adding storm sewer infrastructure in this low-lying area with poorly-drained soils. Adding sump collector lines and storm sewer will help reduce drainage issues and minor flooding on public and private properties. The project's proposed schedule includes construction in 2024 and 2025. The proposed storm sewer improvements on SE 3rd Street will need to be coordinated with the Municipal Utilities department's proposed SE 3rd Street Trunk Sanitary Sewer extension, between South Ankeny Boulevard and SE Sharon Drive and water main replacement along SE 3rd Street. The 2024 and 2025 construction costs include approximately \$160,000 of water main improvements.

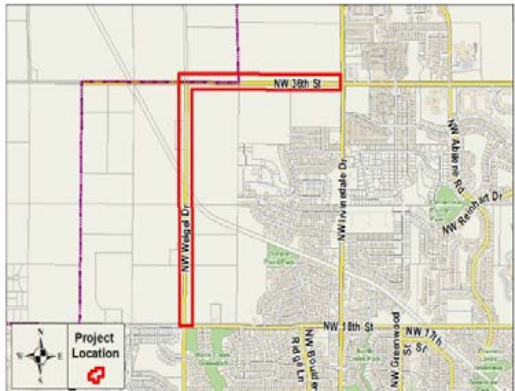
NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street

Department	Public Works
Type	Improvement
Useful Life	40 Years
Category	Streets
Council Goal	 Upgrade Essential Infrastructure
Description	Reconstruction of NE Delaware Avenue from a two-lane rural roadway to a four-lane divided urban street with left turn lanes at the intersections from just north of NE 5th Street to 700 feet north of NE 18th Street. The project also includes new permanent traffic signals at the NE Delaware Avenue and NE 5th Street and NE 18th Street intersections, fiber optic interconnect from East 1st Street to NE 18th Street and removal of the existing reinforced concrete box (RCB) culvert and replacement with a triple 12 feet x 8 feet RCB culvert for Tributary A to Four Mile Creek.
Justification	Widening and reconstructing the roadway will allow for improved traffic mobility and safety in the NE Delaware Avenue corridor, as the City continues to grow. The first year of construction occurred in 2023 and the second year of construction is scheduled for 2024; landscaping improvements are anticipated to occur in 2025. Federal STBG-SWAP funding in the amount of \$3,000,000 has been obtained through the Des Moines Area MPO. Traffic Safety Improvement Program (TSIP) funding in the amount of \$500,000 has been obtained through the Iowa DOT.

	2024	2025	2026	2027	2028	Total
Expenditures						
Engineering	\$ 375,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 400,000
Construction	5,250,000	125,000	-	-	-	5,375,000
Street Lighting	225,000	-	-	-	-	225,000
Total	\$5,850,000	\$ 150,000	\$ -	\$ -	\$ -	\$6,000,000
Funding Sources						
FHWA/IDOT Grants	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
G.O. Bonds	4,100,000	150,000	-	-	-	4,250,000
MPO/STBG Grants	1,500,000	-	-	-	-	1,500,000
Total	\$5,850,000	\$ 150,000	\$ -	\$ -	\$ -	\$6,000,000
Operating Costs						
Maintenance Costs	\$ 2,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 18,000
Utilities	3,500	6,000	6,000	6,000	6,000	27,500
Total	\$ 5,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 45,500

Budget Impact	The additional public street pavement and 8-foot sidewalk will increase maintenance costs for the City due to the additional winter maintenance and street sweeping that will be required. In the long-term, replacing the existing street will reduce annual maintenance costs for the City because the Public Works department will not have to do patching and crack and joint sealing on the existing pavement. The traffic signal, fiber optic interconnect and public utility infrastructure will add annual maintenance costs for the City’s Public Works and Municipal Utilities departments. The new traffic signal and streetlights will result in additional electric power costs for the City.
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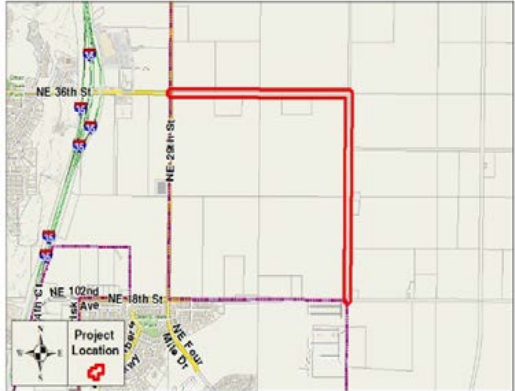
NW 36th Street and NW Weigel Drive Asphalt Overlay

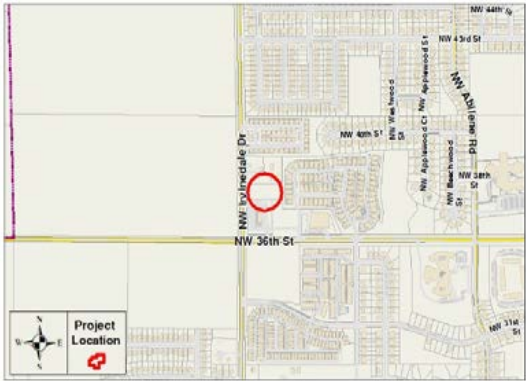
Department	Public Works						
Type	Improvement						
Useful Life	20 Years						
Category	Streets						
Council Goal	 Upgrade Essential Infrastructure						
Description	This project involves Hot Mix Asphalt (HMA) resurfacing on NW 36th Street from NW Weigel Drive to NW Irvinedale Drive and on NW Weigel Drive from just north of NW 18th Street to NW 36th Street. Both of these streets are existing gravel roadways. The proposed surface for NW 36 th Street is 24-foot wide and 8-inch thick HMA with 1.5-foot wide HMA shoulders. The proposed surface for NW Weigel Drive is 24-foot wide and 7-inch thick HMA with 1.5-foot wide HMA shoulders. This project also includes construction engineering services and construction.						
Justification	This project will improve the driving surface of the existing gravel roadway, reduce the amount of dust coming from the roadway, reduce the maintenance associated with gravel roads and help support the existing and future development occurring in this area. Approximately 1,300 feet of NW 36th Street from NW Weigel Drive to the east is joint-jurisdictional with Polk County (the north side of the roadway is currently outside Ankeny’s corporate limits). Cost-sharing for this section of the project was discussed with Polk County in September 2023 and the estimated cost-share amount is \$150,000.						
		2024	2025	2026	2027	2028	Total
Expenditures							
	Engineering	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
	Construction	2,275,000	-	-	-	-	2,275,000
	Total	\$2,450,000	\$ -	\$ -	\$ -	\$ -	\$2,450,000
Funding Sources							
	County Contributions	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
	G.O. Bonds	2,300,000	-	-	-	-	2,300,000
	Total	\$2,450,000	\$ -	\$ -	\$ -	\$ -	\$2,450,000
Operating Costs							
	Maintenance Costs	\$ -	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (120,000)
	Total	\$ -	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (120,000)
Budget Impact	This project will reduce annual maintenance costs for the City because the Public Works department will not have to regularly maintain the existing gravel roadway.						

SW Oralabor Road and SW State Street Intersection Improvements

Department	Public Works																																																																																												
Type	Improvement																																																																																												
Useful Life	20 Years																																																																																												
Category	Streets																																																																																												
Council Goal	 Upgrade Essential Infrastructure																																																																																												
Description	The proposed project will widen all legs of the intersection to provide right-turn lanes and dual left-turn lanes on all approaches. The project also includes traffic signal and pedestrian ramp upgrades.																																																																																												
Justification	The City’s safety study found that traffic demand on the intersection of SW Oralabor Road and SW State Street exceeds its capacity during peak periods and identified a pattern of correctable congestion-related crashes. The project will address the safety issues by providing additional capacity. The Oralabor Gateway Trail is a 10-foot wide PCC trail that runs along the south side of SW/SE Oralabor Road across the south side of Ankeny. The street approach and the intersection as a whole carries an extremely large traffic volume. This includes a high number of right-turning vehicles. This results in an at-grade trail crossing that is difficult to maneuver and has a higher probability of accidents between vehicles and pedestrians. A grade-separated crossing at this location would eliminate this situation. SW State Street and SW Oralabor Road (Iowa Highways 415 and 160) are joint jurisdictional streets with the Iowa DOT, so the project will involve a DOT bid letting and continued coordination during the construction phase. Federal STBG-TAP funding in the amount of \$1,050,000 and ICAAP funding in the amount of \$529,161 was obtained from the Des Moines Area MPO. U-STEP funding in the amount of \$400,000 and 3R funding in the amount of \$775,000 was obtained from the Iowa DOT. Approximately \$425,000 of the construction cost is associated with water main relocations.																																																																																												
		<table><tr><th></th><th>2024</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th><th>Total</th></tr><tr><td>Expenditures</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Engineering</td><td>\$ 175,000</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ 175,000</td></tr><tr><td>Construction</td><td>3,250,000</td><td>-</td><td>-</td><td>-</td><td>-</td><td>3,250,000</td></tr><tr><td>Total</td><td>\$ 3,425,000</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ 3,425,000</td></tr><tr><td>Funding Sources</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Capital Projects Fund</td><td>\$ 2,598,752</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ 2,598,752</td></tr><tr><td>FHWA/IDOT Grants</td><td>352,500</td><td>-</td><td>-</td><td>-</td><td>-</td><td>352,500</td></tr><tr><td>MPO/ STBG Grants</td><td>473,758</td><td>-</td><td>-</td><td>-</td><td>-</td><td>473,748</td></tr><tr><td>Total</td><td>\$ 3,425,000</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ -</td><td>\$ 3,425,000</td></tr><tr><td>Operating Costs</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Maintenance Costs</td><td>\$ 500</td><td>\$ 500</td><td>\$ 500</td><td>\$ 500</td><td>\$ 500</td><td>\$ 2,500</td></tr><tr><td>Total</td><td>\$ 500</td><td>\$ 500</td><td>\$ 500</td><td>\$ 500</td><td>\$ 500</td><td>\$ 2,500</td></tr></table>		2024	2025	2026	2027	2028	Total	Expenditures							Engineering	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000	Construction	3,250,000	-	-	-	-	3,250,000	Total	\$ 3,425,000	\$ -	\$ -	\$ -	\$ -	\$ 3,425,000	Funding Sources							Capital Projects Fund	\$ 2,598,752	\$ -	\$ -	\$ -	\$ -	\$ 2,598,752	FHWA/IDOT Grants	352,500	-	-	-	-	352,500	MPO/ STBG Grants	473,758	-	-	-	-	473,748	Total	\$ 3,425,000	\$ -	\$ -	\$ -	\$ -	\$ 3,425,000	Operating Costs							Maintenance Costs	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500	Total	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500
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Total	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500																																																																																							
Budget Impact	The additional public street pavement on SW State Street, at the intersection’s north approach, will increase maintenance costs for the City due to the additional winter maintenance and street sweeping that will be required. The Iowa DOT maintains Iowa Highways 415 and 160, so they would be responsible for maintaining the additional public street pavement at the intersection’s south, west and east approaches. The traffic signal improvements will replace existing City-owned infrastructure, so impacts to utility and maintenance costs will be negligible, or may be reduced with use of low-voltage equipment. After completion, the new grade-separated structure should require only a minor amount of maintenance each year. The Parks & Recreation department would be required to maintain the tunnel during the winter months when plowing snow for the Oralabor Gateway Trail.																																																																																												

NE 36th Street and NE 38th Street Water Main Loop

Department	Water Utility						
Type	New Construction						
Useful Life	40 Years						
Category	Water Mains						
Council Goal		Upgrade Essential Infrastructure					
Description	The NE 36th Street and County NE 38th Street Water Main Loop project will include installation of approximately 11,500 linear feet of 16-inch water main on the south side of NE 36th Street and the west side of County NE 38th Street to create a loop between the 16-inch water main that ends north of NE 18th Street along County NE 38th Street and the 16-inch water main along NE 36th Street.						
Justification	This project will connect the 16-inch distribution main near the intersection of NE 36th Street and NE Four Mile Drive to the 16-inch distribution main near the intersection of NE 18th Street and County NE 38th Street. This will improve fire flows and provide a redundant water main connection that will allow future repairs to be done with minimal impact to the surrounding properties.						
		2024	2025	2026	2027	2028	Total
Expenditures							
	Engineering	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
	Construction	2,000,000	-	-	-	-	2,000,000
	Land/ROW Acquisition	100,000	-	-	-	-	100,000
	Total	\$2,300,000	\$ -	\$ -	\$ -	\$ -	\$2,300,000
Funding Sources							
	Water Revenue Bonds	\$2,300,000	\$ -	\$ -	\$ -	\$ -	\$2,300,000
	Total	\$2,300,000	\$ -	\$ -	\$ -	\$ -	\$2,300,000
Operating Costs							
	Utilities	\$ 2,700	\$ -	\$ -	\$ -	\$ -	\$ 2,700
	Total	\$ 2,700	\$ -	\$ -	\$ -	\$ -	\$ 2,700
Budget Impact	This project will require about 720,000 gallons of water to fill and flush the new main.						

Northwest Water Tower							
Department	Water Utility						
Type	New Construction						
Useful Life	40 Years						
Category	Water Towers/Storage						
Council Goal	 Upgrade Essential Infrastructure						
Description	Construct a new 2.5-million-gallon elevated water storage tank in the northwest quadrant of the City to provide additional water storage and more reliable water pressure and flow to the northwest quadrant of the City.						
Justification	The site for this future water tower, located just north of NW 36 th Street on the east side of NW Irvinedale Drive, was selected and purchased in 2018.						
		2024	2025	2026	2027	2028	Total
Expenditures							
	Engineering	\$ 940,000	\$ -	\$ -	\$ -	\$ -	\$ 940,000
	Construction	10,355,000	-	-	-	-	10,355,000
	Total	\$ 11,295,000	\$ -	\$ -	\$ -	\$ -	\$ 11,295,000
Funding Sources							
	Water Revenue Capital Loan						
	Notes	\$ 11,295,000	\$ -	\$ -	\$ -	\$ -	\$ 11,295,000
	Total	\$ 11,295,000	\$ -	\$ -	\$ -	\$ -	\$ 11,295,000
Operating Costs							
	Utilities	\$ 18,800	\$ -	\$ -	\$ -	\$ -	\$ 18,800
	Total	\$ 18,800	\$ -	\$ -	\$ -	\$ -	\$ 18,800
Budget Impact	This project will provide some savings in electricity and maintenance of the pumps at the Northwest Booster Station as they will not need to work as hard to maintain pressure within the northwest portion of the City as the tower will reduce fluctuation in pressure based on the elevation of the water in the tank versus the continuous change in pressure from the pumps. Filling and flushing of mains and the new Northwest Water Tower would take approximately 5,000,000 gallons of water.						

Capital Projects Fund

Description of the Fund

The fund accounts for the collection and disbursement of funds related to capital improvements or significant capital equipment.

The five-year capital improvement program is prepared on a calendar year basis to better coincide with the construction season. The project costs are then allocated to a fiscal year according to the planned project timing and the first year is adopted as the capital budget in the business type activities/enterprise and capital projects funds. The remaining years within the capital improvement program serve as a guide for future planning and are subject to annual review and modification.

Capital Expenditure – The purchase of equipment or the improvement of land or buildings that is greater than \$5,000, is not an ordinary repair or maintenance expenditure and has a useful life of three years or more. A capital improvement is budgeted in the capital projects fund if it is greater than \$50,000 and has a useful life of ten years or more and if funded through general obligation bonds.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Budgeted revenues for fiscal year 2025 are \$23,573,614 of which \$1,073,000 is expected from interest income, \$2,468,614 from intergovernmental revenues, \$1,270,000 from private contributions and \$18,762,000 from bond proceeds. In addition, transfers in total \$985,000 as detailed in the table below:

From	Amount
Hotel/Motel Tax Fund	\$ 100,000
Road Use Tax Fund	785,000
Park Dedication Fund	100,000
Total Transfers In	\$ 985,000

Budgeted expenditures total \$35,422,067, including contractual services budgeted at \$140,000 and capital outlay at \$35,282,067. Capital outlay expenditures are detailed by category on the Capital Outlay Summary.

Estimated Ending Fund Balance

The estimated ending fund balance of the capital projects fund is \$14,857,491, a decrease of \$11,705,453 or 44.07%. The fund balance fluctuates based on the size of the capital improvement program and the timing of capital expenditures.

Looking Ahead to Fiscal Year 2026 and Beyond

The five-year capital improvement program calls for the annual issuance of general obligation bonds.

Capital Projects Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 46,560,787	\$ 41,188,467	\$ 46,145,091	\$ 25,715,650	\$ 35,629,809	\$ 26,562,944	\$ 14,857,491
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	268,387	227,157	448,040	675,000	1,370,000	1,073,000	787,000
Intergovernmental	4,218,670	6,110,655	480,338	4,687,913	7,797,369	2,468,614	4,000,000
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	1,530,011	726,871	50,373	100,000	1,886,706	1,270,000	-
Other Financing Sources	12,122,436	18,081,978	14,827,554	16,875,000	16,578,267	18,762,000	35,090,367
Total Revenues	\$ 18,139,504	\$ 25,146,661	\$ 15,806,305	\$ 22,337,913	\$ 27,632,342	\$ 23,573,614	\$ 39,877,367
Transfers In	4,475,711	3,405,000	5,565,786	1,230,000	3,471,049	985,000	3,075,000
Funds Available	\$ 69,176,002	\$ 69,740,128	\$ 67,517,182	\$ 49,283,563	\$ 66,733,200	\$ 51,121,558	\$ 57,809,858
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	101,481	122,424	123,758	170,000	140,000	140,000	140,000
Commodities	-	-	-	-	-	-	-
Capital Outlay	27,886,054	23,472,613	31,476,084	30,605,398	40,018,656	35,282,067	32,348,125
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 27,987,535	\$ 23,595,037	\$ 31,599,842	\$ 30,775,398	\$ 40,158,656	\$ 35,422,067	\$ 32,488,125
Transfers Out	-	-	287,531	-	11,600	842,000	-
Ending Balance, June 30	\$ 41,188,467	\$ 46,145,091	\$ 35,629,809	\$ 18,508,165	\$ 26,562,944	\$ 14,857,491	\$ 25,321,733

Capital Outlay Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Bridge/Box Culvert							
NE Delaware Avenue Pedestrian Bridge and Sidewalk	\$ 10,459	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NE 54th Street Bridge Replacement and Trail	68,551	667	-	-	-	-	-
NE Four Mile Drive RCB Culvert – Deer Creek	33,134	766,296	378,885	-	-	-	-
SE Frisk Drive RCB Culvert for Four Mile Creek	-	-	-	187,500	-	-	-
NE Frisk Drive Bridge over Deer Creek	-	-	-	90,000	90,000	-	-
NE 18 th Street Bridge over Interstate 35	-	-	-	-	-	237,500	437,500
NE Spectrum Drive RCB Culvert for Otter Creek	-	-	-	-	-	-	70,000
NE 62 nd Street RCB Culvert for Four Mile Creek Tributary	-	-	-	332,500	421,240	350,000	-
Total Bridge/Box Culvert	\$ 112,144	\$ 766,963	\$ 378,885	\$ 610,000	\$ 511,240	\$ 587,500	\$ 507,500
Prairie Trail							
SW Plaza Parkway and SW College Avenue Extension	\$ 65,852	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SW Des Moines Street – SW Prairie Trail Parkway to SW Magazine Road	448,258	190,347	15,332	-	-	-	-
SW Des Moines Street – SW Magazine Road to SW 11th Street	1,084,828	-	-	-	-	-	-
Total Prairie Trail	\$ 1,598,938	\$ 190,347	\$ 15,332	\$ -	\$ -	\$ -	\$ -
Municipal Buildings							
Ankeny Kirkendall Public Library	\$ 758,527	\$ 3,338	\$ -	\$ 100,000	\$ -	\$ 10,400	\$ -
Ankeny Public Services Remodel	2,961,082	440,267	-	-	-	-	-
Park Maintenance Facility Renovations	831,257	689,619	45,857	-	-	-	-
Community Entrance Signs	-	-	-	-	25,000	75,000	100,000
Senior Community Center	4,394,662	2,492,426	50,001	-	132,770	-	-
HVAC Replacement – City Hall	428,611	230,295	35,007	-	-	-	-
Art Center Foundation Repairs	118,342	-	-	-	-	-	-
City Hall Council Chambers Renovation	214,738	53,992	-	-	-	-	-
Fire Station No. 4	-	-	254,172	3,860,000	1,917,142	5,629,563	940,625
Lakeside Center Repurposing	-	-	-	165,000	-	-	-
Public Works Satellite Salt Storage Facility	-	-	-	262,500	25,000	262,500	237,500
East of Interstate 35 Land Acquisition	-	-	-	-	-	330,000	-
Public Works Maintenance Facility Expansion	-	-	-	-	-	500,000	8,625,000
Total Municipal Buildings	\$ 9,707,219	\$ 3,909,937	\$ 385,037	\$ 4,387,500	\$ 2,099,912	\$ 6,807,463	\$ 9,903,125
Park Facilities							
Park Land Acquisition	\$ 85	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Park Development Program	692,187	560,244	456,313	445,000	841,924	645,000	482,500
Ankeny Market and Pavilion	2,676	21,751	-	-	410	-	-
Miracle Field	-	-	74,730	-	7,500	-	-
Prairie Ridge Sports Complex – Drainage Improvements	79,306	4,416	18,140	17,898	32,927	-	-
Prairie Ridge Sports Complex – Tee Ball Field	165,842	-	-	-	-	-	-
Parks Renovation Plan	87,193	212,604	-	-	-	-	-
High Trestle Trail Trailhead and Parking Lot	33,950	239,228	8,616	-	4,351	-	-

Capital Projects Fund

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Hawkeye Park Sports Complex Tennis Courts Reconstruction	-	-	-	-	-	462,500	387,500
Dog Park Parking Lot Expansion	76,377	-	-	-	-	-	-
Signature Park	-	7,000	-	-	-	-	-
Ankeny Kirkendall Public Library Playground	203,587	11,336	-	-	-	-	-
High Trestle Trail Trailhead Restroom and Amenities	27,500	137,500	50,000	-	135,000	-	-
Des Moines Street Parks Development	-	38,389	489,447	1,187,500	1,653,556	1,033,585	-
Prairie Ridge Sports Complex – Softball Bleacher Canopies	-	-	139,096	-	-	-	-
High Trestle Trail Experience Park	-	-	34,309	325,000	218,891	739,200	500,000
Cherry Glen Ballfield	-	15,139	458,777	312,500	192,445	-	-
Prairie Ridge Sports Complex Tennis Courts Overlay	-	-	-	360,000	310,000	-	-
Sunrise Park Parking Lot Overlay	-	-	-	-	-	75,000	75,000
Prairie Ridge Sports Complex North Parking Lot Overlay	-	-	-	-	-	-	935,000
Total Park Facilities	\$ 1,368,703	\$ 1,247,609	\$ 1,729,428	\$ 2,647,898	\$ 3,397,004	\$ 2,955,285	\$ 2,380,000
Sidewalks/Trails							
Street and Sidewalk Oversizing	\$ 87,247	\$ 59,271	\$ 101,440	\$ 60,000	\$ 50,000	\$ 50,000	\$ 50,000
Annual Sidewalk/Trail Construction Program	426,535	216,768	609,477	475,000	577,264	525,000	525,000
High Trestle Trail Extension – SW Ordinance Road to SE Oralabor Road	1,771,797	2,362,374	965,775	-	105,810	-	-
Oralabor Gateway Trail – SW State Street Grade-Separated Crossing	-	116,794	137,616	-	-	-	-
Rock Creek Trail and Native Plantings	-	-	175,280	-	74,372	-	-
Total Sidewalks/Trails	\$ 2,285,579	\$ 2,755,207	\$ 1,989,588	\$ 535,000	\$ 807,446	\$ 575,000	\$ 575,000
Streets							
SW State Street Median Study	\$ 1,901	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual PCC Street Patching Program	792,557	857,368	1,682,664	1,472,500	1,943,352	1,662,500	1,712,500
Annual Asphalt Street Resurfacing Program	264,766	47,501	332,321	475,000	621,232	425,000	375,000
Annual Pavement Preservation Program	147,305	347,882	799,439	362,500	354,173	725,000	775,000
Annual Street Replacement Program	1,447,643	1,031,814	1,327,388	1,587,500	2,098,972	1,775,000	1,737,500
SE Creekview Drive Drainage and Paving Improvements	9,330	-	-	-	-	-	-
East 1 st Street and I-35 Interchange Reconstruction	469,754	753,233	1,573,550	-	666,667	-	-
NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street	-	381,088	1,919,297	5,912,500	6,557,580	3,660,269	-
South Ankeny Boulevard and SE Shurfine Drive/SW Prairie Trail Parkway Intersection	456,698	3,411	-	-	-	-	-
NW 18th Street Extension – NW Weigel Drive to NW Spruce Drive	848,886	2,915,383	1,373,015	-	220,658	-	-
SW Oralabor Road and SW Irvinedale Drive Intersection Improvements	-	-	-	125,000	-	100,000	375,000
West 1st Street Widening and Improvements – Phase 1	1,038,676	3,199,309	2,490,710	250,000	194,477	-	-
North Ankeny Boulevard and 18 th Street Intersection Improvements	63,337	30,748	64,062	200,000	686,054	-	-

Capital Projects Fund

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
NW 36th Street Reconstruction – NW Irvinedale Drive to NW Abilene Road	-	-	-	125,000	-	-	100,000
Prairie Ridge Sports Complex – Parking Lot Access Improvements	1,720	32,613	-	-	-	-	-
South Ankeny Boulevard and SW Orallabor Road Safety Studies	13,341	-	-	-	-	-	-
SE Hulsizer Road Realignment	2,087,309	192,105	480	-	154,800	-	-
SW Orallabor Road and DMACC Boulevard Intersection	260,000	-	-	-	-	-	-
SE Convenience Boulevard Extension	6,882	-	-	-	-	-	-
Ankeny Boulevard and 1st Street Landscaping Improvements	6,848	-	-	-	-	-	-
NW 36 th Street and NW Weigel Drive Asphalt Overlay	-	-	44,254	1,232,500	1,399,610	1,225,000	-
SW State Street Reconstruction – SW Ordinance Road to West 1 st Street (Northbound Lanes)	1,421,638	-	-	-	-	-	-
SW Orallabor Road and SW Edgewood Lane Intersection Improvements	-	-	-	100,000	125,000	125,000	-
South Ankeny Boulevard and SW Magazine Road Safety Improvements	81,077	524,129	31,813	-	5,345	-	-
SE Crosswinds Drive/SE 77th Street Improvements – Phase 1 & 2	1,196,326	579,512	1,836,909	-	367,371	-	-
West 1 st Street Joint Utility Trench	636,259	-	-	-	-	-	-
NW 26 th Street Widening	-	-	-	-	250,000	-	-
NW 36 th Street and NW State Street Interim Improvements	18,420	118,608	757,716	-	1,400	-	-
NW 18th Street Reconstruction – NW Ash Drive to North Ankeny Boulevard	-	233,833	1,250,727	2,725,000	4,179,474	-	-
NW 36th Street Widening – NW Ash Drive to North Ankeny Boulevard	122,535	511,774	3,286,687	125,000	1,104,454	-	-
SE Delaware Avenue Widening	20,561	127,890	951,567	-	80,964	-	-
SE Delaware Avenue and SE Corporate Woods Drive Intersection Improvements	232,237	381,816	-	-	-	-	-
SW Orallabor Road and SW State Street Intersection Improvements	17,423	60,783	265,768	2,642,500	3,579,403	3,525,416	-
West 1st Street Temporary Traffic Signals	221,611	-	-	-	-	-	-
SW State Street Reconstruction – SW Ordinance Road to West 1st Street (Southbound Lanes)	-	-	134,852	912,500	1,396,845	-	-
NE 18th Street Asphalt Overlay – NE Meadow View Court to County NE 38th Street	-	142,621	-	-	-	-	-
NW Irvinedale Drive and NW 18th Street Intersection Improvements	-	-	6,597	225,000	288,824	2,135,000	2,077,500
South Ankeny Boulevard and SE Orallabor Road Safety Improvements	-	-	-	50,000	-	62,500	187,500
Uptown Parking Improvements	-	-	78,560	475,000	201,233	-	-
NE 36th Street Reconstruction – Interstate 35 to NE Four Mile Drive	17,924	1,082,766	5,305,328	-	899,859	-	-
West 1 st Street Widening and Improvements – Phase 2	-	-	-	-	200,000	687,500	2,475,000

Capital Projects Fund

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
NW 18th Street Reconstruction – NW State Street to NW Ash Drive	-	-	-	-	-	50,000	255,000
North Ankeny Boulevard Improvements – 1st Street to 11th Street	-	-	-	427,500	644,148	3,000,000	2,987,500
NW State Street Corridor Improvements Study	-	-	-	50,000	-	-	-
NW State Street Extension Preliminary Design	-	-	97,119	250,000	376,281	-	-
South Ankeny Boulevard Improvements – SE Peterson Drive to 1 st Street	-	-	24,745	300,000	556,489	637,500	1,425,000
SW Magazine Road and SW State Street Intersection Improvements	-	-	-	310,000	298,900	232,500	-
NW Prairie Ridge Drive, NW 9 th Street and NW Ash Drive Intersection Improvements	-	-	-	-	100,000	232,500	2,125,000
NE Chambers Parkway Pavement and Pedestrian Ramp Improvements	-	-	-	-	-	75,000	600,000
SE Creekview Drive Extension	-	-	-	-	-	2,025,000	-
Total Streets	\$ 11,902,964	\$ 13,556,187	\$ 25,635,568	\$ 20,335,000	\$ 29,553,565	\$ 22,360,685	\$ 17,207,500
Traffic Control							
Annual Traffic Signal Improvement Program	\$ 910,507	\$ 1,033,249	\$ 1,194,858	\$ 1,152,500	\$ 2,475,292	\$ 1,247,000	\$ 1,122,500
Interstate 35 and SE Corporate Woods Drive Interchange Justification Report	-	-	-	50,000	-	-	-
Elementary Schools Walkability Improvements	-	13,114	147,388	-	148,186	-	-
Fiber Optic Network Upgrade	-	-	-	625,000	694,511	556,634	652,500
SE Corporate Woods Drive and SE Crosswinds Drive Traffic Signal	-	-	-	262,500	331,500	192,500	-
Total Traffic Control	\$ 910,507	\$ 1,046,363	\$ 1,342,246	\$ 2,090,000	\$ 3,649,489	\$ 1,996,134	\$ 1,775,000
Total	\$ 27,886,054	\$ 23,472,613	\$ 31,476,084	\$ 30,605,398	\$ 40,018,656	\$ 35,282,067	\$ 32,348,125

Capital Budget Impact on Operating Budget

Although the City prepares the capital budget separate from the operating budget, the two budgets are linked. These links include ongoing operating, maintenance and repair costs associated with new or renovated facilities and infrastructure. Occasionally, capital improvement program projects also necessitate the addition of new personnel required to staff or maintain new facilities. On the other hand, capital improvement program projects may produce new revenues in the form of fees paid for the use of new or renovated facilities or they may produce operational savings from efficiencies gained as a result.

The fiscal year 2025 operating costs shown below are incorporated in the City's adopted operating budget. In addition to current year operating budget impacts, future operating costs associated with current and planned projects are identified in the capital budget process to aid in long-range planning.

Project	2024-25 Capital Budget	Personnel Costs	Maintenance Costs	Utilities Costs	Total Operating Cost
NE 18th Street Bridge over Interstate 35	\$ 237,500	\$ -	\$ -	\$ -	\$ -
NE 62nd Street RCB Culvert for Four Mile Creek Tributary	350,000	-	-	-	-
Ankeny Kirkendall Public Library	10,400	-	-	-	-
Community Entrance Signs	75,000	-	750	150	900
Fire Station No. 4	5,629,563	1,007,955	-	-	1,007,955
Public Works Satellite Salt Storage Facility	262,500	-	-	-	-
East of Interstate 35 Land Acquisition	330,000	-	-	-	-
Public Works Maintenance Facility Expansion	500,000	-	-	-	-
Annual Park Development Program	645,000	-	500	1,200	1,700
Hawkeye Park Sports Complex Tennis Courts Reconstruction	462,500	-	-	-	-
Des Moines Street Parks Development	1,033,585	-	-	-	-
High Trestle Trail Experience Park	739,200	-	1,500	750	2,250
Sunrise Park Parking Lot Overlay	75,000	-	-	-	-
Street and Sidewalk Oversizing	50,000	-	-	-	-
Annual Sidewalk/Trail Construction Program	525,000	-	3,400	-	3,400
Annual PCC Street Patching Program	1,662,500	-	(72,000)	-	(72,000)
Annual Asphalt Street Resurfacing Program	425,000	-	(14,000)	-	(14,000)
Annual Pavement Preservation Program	725,000	-	(15,000)	-	(15,000)
Annual Street Replacement Program	1,775,000	-	(30,000)	-	(30,000)
NE Delaware Avenue Reconstruction – NE 5th Street to NE 18th Street	3,660,269	-	4,000	6,000	10,000
SW Oralabor Road and SW Irvinedale Drive Intersection Improvements	100,000	-	-	-	-
NW 36th Street and NW Weigel Drive Asphalt Overlay	1,225,000	-	(30,000)	-	(30,000)
SW Oralabor Road and SW Edgewood Lane Intersection Improvements	125,000	-	-	-	-
SW Oralabor Road and SW State Street Intersection Improvements	3,525,416	-	500	-	500
NW Irvindale Drive and NW 18th Street Intersection Improvements	2,135,000	-	-	-	-
South Ankeny Boulevard and SE Oralabor Road Safety Improvements	62,500	-	-	-	-
West 1st Street Widening and Improvements – Phase 2	687,500	-	-	-	-

Capital Projects Fund

Project	2024-25 Capital Budget	Personnel Costs	Maintenance Costs	Utilities Costs	Total Operating Cost
NW 18th Street Reconstruction – NW State Street to NW Ash Drive	50,000	-	-	-	-
North Ankeny Boulevard Improvements – 1st Street to 11th Street	3,000,000	-	-	-	-
South Ankeny Boulevard Improvements – SE Peterson Drive to 1st Street	637,500	-	-	-	-
SW Magazine Road and SW State Street Intersection Improvements	232,500	-	150	-	150
NW Prairie Ridge Drive, NW 9th Street and NW Ash Drive Intersection Improvements	232,500	-	-	-	-
NE Chambers Parkway Pavement and Pedestrian Ramp Improvements	75,000	-	-	-	-
SE Creekview Drive Extension	2,025,000	-	1,000	2,500	3,500
Annual Traffic Signal Improvement Program	1,247,000	-	-	6,200	6,200
Fiber Optic Network Upgrade	556,634	-	-	-	-
SE Corporate Woods Drive and SE Crosswinds Drive Traffic Signal	192,500	-	-	300	300
Total	\$ 35,282,067	\$ 1,007,955	\$ (149,200)	\$ 19,100	\$ 877,855



Internal Service Funds

Central Garage Fund

Description of the Fund

The fund accounts for the activities of the central garage, which is responsible for the repair and maintenance of the City's fleet and includes the operation of the fueling station. Parts are charged directly to user departments while personnel and overhead costs are allocated to each department based upon their respective share of repair activity each quarter.

Access to diesel fuel and unleaded gasoline is provided 24 hours a day for City vehicles, as well as the Ankeny Community School District on a cost reimbursement basis. Fuel is billed to user departments and the school district on an average cost per gallon rate.

Council Goal	Fund Goal	Indicator	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Deliver Exceptional Service 	To maximize the availability, serviceability, safety and appearance of the City's vehicles and equipment by providing scheduled maintenance, replacement and repairs.	Percent of vehicle and equipment maintenance and repair completed in-house	98%	98%	98%	98%	98%

Activities and Accomplishments

Recent Accomplishments

- Completed approximately 98% of the service, maintenance and repairs for City vehicles and equipment with in-house fleet technicians. This reduced the time vehicles and equipment were out of service and reduced maintenance costs.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Budgeted revenues for fiscal year 2025 are estimated to be \$1,859,144. Of which \$22,000 is from interest income, \$1,809,144 from user charges and \$28,000 from fuel tax refunds.

Expenditures of \$1,859,144 are budgeted for operating costs which includes \$1,128,000 for fuel, the fund's largest operating expense. Also, included for fiscal year 2025 is the purchase of a refrigerant machine to recharge air conditioning (AC) systems on newer vehicles.

Estimated Ending Fund Balance

The ending fund balance for the central garage fund is expected to remain unchanged at \$611,249.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Central Garage Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 534,706	\$ 582,887	\$ 562,249	\$ 562,249	\$ 611,249	\$ 611,249	\$ 611,249
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	1,860	717	11,850	5,000	29,000	22,000	16,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	1,024,990	1,315,013	1,432,121	1,756,570	1,741,806	1,809,144	1,910,939
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	25,373	27,741	28,302	28,000	28,000	28,000	28,000
Total Revenues	\$1,052,223	\$1,343,471	\$1,472,273	\$1,789,570	\$1,798,806	\$1,859,144	\$1,954,939
Transfers In	-	-	-	-	-	-	-
Funds Available	\$1,586,929	\$1,926,358	\$2,034,522	\$2,351,819	\$2,410,055	\$2,470,393	\$2,566,188
Expenditures:							
Personal Services	\$ 417,643	\$ 423,609	\$ 427,392	\$ 573,665	\$ 542,216	\$ 581,828	\$ 611,132
Contractual Services	63,099	26,904	28,844	41,205	85,590	44,316	45,807
Commodities	523,300	893,371	943,736	1,174,700	1,171,000	1,227,000	1,298,000
Capital Outlay	-	20,225	23,301	-	-	6,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$1,004,042	\$1,364,109	\$1,423,273	\$1,789,570	\$1,798,806	\$1,859,144	\$1,954,939
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 582,887	\$ 562,249	\$ 611,249	\$ 562,249	\$ 611,249	\$ 611,249	\$ 611,249

Internal Service Funds

Activity: Central Garage		Department: Public Works			Program: Non-Program		
	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Revenue Summary:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	1,860	717	11,850	5,000	29,000	22,000	16,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	1,024,990	1,315,013	1,432,121	1,756,570	1,741,806	1,809,144	1,910,939
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	25,373	27,741	28,302	28,000	28,000	28,000	28,000
Total Revenues	\$ 1,052,223	\$ 1,343,471	\$ 1,472,273	\$ 1,789,570	\$ 1,798,806	\$ 1,859,144	\$ 1,954,939
Expenditure Summary:							
Personal Services	\$ 417,643	\$ 423,609	\$ 427,392	\$ 573,665	\$ 542,216	\$ 581,828	\$ 611,132
Contractual Services	63,099	26,904	28,844	41,205	85,590	44,316	45,807
Commodities	523,300	893,371	943,736	1,174,700	1,171,000	1,227,000	1,298,000
Capital Outlay	-	20,225	23,301	-	-	6,000	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,004,042	\$ 1,364,109	\$ 1,423,273	\$ 1,789,570	\$ 1,798,806	\$ 1,859,144	\$ 1,954,939
Personnel Summary:							
Fleet Supervisor	-	1.00	1.00	1.00	1.00	1.00	1.00
Foreman	1.00	-	-	-	-	-	-
Lead Fleet Technician	-	-	1.00	1.00	1.00	1.00	1.00
Lead Mechanic	1.00	1.00	-	-	-	-	-
Fleet Technician	-	-	2.00	3.00	3.00	3.00	3.00
Mechanic	2.00	2.00	-	-	-	-	-
Total Full Time Equivalents	4.00	4.00	4.00	5.00	5.00	5.00	5.00
Capital Outlay Summary:							
	Quantity		Schedule Year	Purchase/ Reserve	2023-24 Revised	2024-25 Budget	2025-26 Projected
Refrigerant Machine	1		2025	Purchase	\$ -	\$ 6,000	\$ -
Total Capital Outlay					\$ -	\$ 6,000	\$ -

Risk Management Fund

Description of the Fund

The fund accounts for the City's risk management and insurance activities. Risk management activities include general liability, automobile liability, automobile physical damage, public officials' liability, police professional liability, property, inland marine, boiler and machinery and workers' compensation. Additionally, other miscellaneous forms of insurance coverage and any extraordinary expenses related to litigation are included in the fund.

The risk management fund is used to allocate the cost of these activities to other funds and departments. Workers' compensation costs are allocated using estimated payroll costs, workers' compensation rates and work classifications. Other insurance costs are allocated using the estimated value of property within the budget activity.

Council Goal	Fund Goal	Indicators	CY 2020 Actual	CY 2021 Actual	CY 2022 Actual	CY 2023 Estimated	CY 2024 Projected
Deliver Exceptional Service 	To provide risk management and loss control services	Number of risk management claims handled	42	32	45	33	36
		Days off due to workers' comp injuries	20	1	266	5	5
		Workers' comp mod factor rating (<1.0 desired)	0.59	0.57	0.60	0.62	0.59
		Workers' comp good experience bonus	0.80	0.80	0.80	0.80	0.80

Activities and Accomplishments

Recent Accomplishments

- Received ICAP grant for replacement of security cameras at the Ankeny Police Department.
- Submitted pre-renewal information for property and liability insurance and workers compensation.

Upcoming Activities

- Review general liability, property and excess liability deductible limits.

Trends and Issues

- Workers' compensation experience modification factor increased from 0.60 to 0.62.
- Iowa Communities Assurance Pool (ICAP), of which the City is a member, has noted challenges related to inflationary adjustments, claim trends in specific areas and reinsurance rate increases.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Revenues include \$27,000 from interest income, \$1,705,000 from internal service charges for general insurance and workers' compensation and \$127,000 from miscellaneous revenues. Miscellaneous revenues vary annually based on the number of insurance claims and other reimbursements.

Expenditures include \$706,000 for workers' compensation premiums, \$1,074,000 for workers' compensation medical services, legal services, general insurance premiums, property and liability claims and unemployment claims and \$79,000 for vehicle replacement.

Estimated Ending Fund Balance

The projected ending fund balance of the risk management fund is budgeted to remain at \$925,958 for the fiscal year ending June 30, 2025.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Risk Management Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 1,062,277	\$ 1,158,401	\$ 1,188,948	\$ 1,086,948	\$ 960,958	\$ 925,958	\$ 925,958
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	3,748	1,421	25,225	8,000	35,000	27,000	19,000
Intergovernmental	657,000	117,929	944,757	-	-	-	-
Service Charges	971,000	1,121,000	1,237,999	1,386,000	1,435,000	1,705,000	1,916,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	218,782	40,498	146,405	104,000	116,000	127,000	141,000
Total Revenues	\$ 1,850,530	\$ 1,280,848	\$ 2,354,386	\$ 1,498,000	\$ 1,586,000	\$ 1,859,000	\$ 2,076,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 2,912,807	\$ 2,439,249	\$ 3,543,334	\$ 2,584,948	\$ 2,546,958	\$ 2,784,958	\$ 3,001,958
Expenditures:							
Personal Services	\$ 440,773	\$ 497,499	\$ 581,221	\$ 582,000	\$ 641,000	\$ 706,000	\$ 777,000
Contractual Services	1,315,016	694,668	1,945,486	838,000	905,000	1,074,000	1,216,000
Commodities	(1,383)	(1,178)	963	-	-	-	-
Capital Outlay	-	59,312	54,706	78,000	75,000	79,000	83,000
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 1,754,406	\$ 1,250,301	\$ 2,582,376	\$ 1,498,000	\$ 1,621,000	\$ 1,859,000	\$ 2,076,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 1,158,401	\$ 1,188,948	\$ 960,958	\$ 1,086,948	\$ 925,958	\$ 925,958	\$ 925,958

Health Insurance Fund

Description of the Fund

The fund accounts for health, dental and vision insurance and wellness programs. The plan is funded by both employee and employer contributions and is administered as an internal service fund. Cash reserves are accumulated to pay medical and dental claims and the City has purchased stop-loss insurance to reduce its exposure to large losses.

Council Goal	Fund Goal	Indicators	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Become the Employer of Choice 	To provide employees with affordable health insurance including medical, dental and vision coverage	Number of employees in the health plan	274	273	292	314	326
		Total amount of claims paid (in millions)	\$3.39	\$4.19	\$4.68	\$5.15	\$5.67
		Average claims paid per employee	\$12,384	\$15,339	\$16,041	\$16,408	\$17,385
	To administer the wellness program, helping our employees become knowledgeable health care consumers	Wellness plan participation	71%	79%	66%	65%	65%

Activities and Accomplishments

Recent Accomplishments

- Maintained health insurance contributions, for plan year July 1, 2023 – June 30, 2024, based on plan utilization and strong reserves.
- Added new voluntary products to the benefit offerings.
- Offered biometric screenings, blood drives, flu shots and lunch and learn events.

Upcoming Activities

- Review wellness program participation and consider revisions to the wellness plan and reimbursement program.
- Review benefits package, including health, dental, life, long-term disability and other voluntary insurance coverages.

Trends and Issues

- Rising health care costs and mental health concerns.
- Increase in specific stop-loss premiums.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

Revenues total \$5,645,000 and include \$253,000 from interest income and \$5,392,000 from health insurance contributions (employee, employer and retiree). Expenditures total \$6,390,000 of which \$6,379,000 is projected for health, dental and vision premiums and claims. Other expenditures include fees related to the employee wellness program. The employee wellness program offers fitness reimbursements and incentives, flu shots, biometric screenings, high risk services and lunch

and learn events meant to reduce the cost of health insurance claims. Employees contribute 11% of health insurance premiums, a reduction of 2% may be earned for meeting the employee wellness program participation requirements.

Estimated Ending Fund Balance

The projected ending fund balance of the health insurance fund at June 30, 2025, is \$5,844,153, a decrease of 11.31% due to health insurance contributions remaining unchanged for fiscal year 2025. The fund balance is reserved for future claims.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Health Insurance Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 5,638,981	\$ 6,455,292	\$ 6,489,230	\$ 6,503,889	\$ 6,437,221	\$ 6,589,153	\$ 5,844,153
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	21,618	8,195	142,161	67,000	323,000	253,000	185,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	4,620,279	4,744,462	5,175,814	5,148,000	5,392,000	5,392,000	5,662,000
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	53,978	53,126	76,659	-	203,932	-	-
Total Revenues	\$ 4,695,875	\$ 4,805,783	\$ 5,394,634	\$ 5,215,000	\$ 5,918,932	\$ 5,645,000	\$ 5,847,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 10,334,856	\$ 11,261,075	\$ 11,883,864	\$ 11,718,889	\$ 12,356,153	\$ 12,234,153	\$ 11,691,153
Expenditures:							
Personal Services	\$ 2,673	\$ 4,136	\$ 6,020	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Contractual Services	3,876,891	4,767,530	5,439,138	5,572,000	5,756,000	6,379,000	6,699,000
Commodities	-	179	1,485	2,000	2,000	2,000	2,000
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 3,879,564	\$ 4,771,845	\$ 5,446,643	\$ 5,583,000	\$ 5,767,000	\$ 6,390,000	\$ 6,710,000
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 6,455,292	\$ 6,489,230	\$ 6,437,221	\$ 6,135,889	\$ 6,589,153	\$ 5,844,153	\$ 4,981,153

Sustainability Revolving Loan Fund

Description of the Fund

The fund provides no-interest loans for energy efficiency projects such as energy-efficient building retrofits and commissioning; the incremental cost of purchasing fuel-efficient hybrid vehicles compared to conventional vehicles for the City's fleet; and other modest energy-efficiency improvement projects.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The revolving loan fund was created with \$20,000 obtained through a U.S. Department of Energy – Energy Efficiency and Conservation Block Grant (EECBG) designated to pay the incremental cost of purchasing fuel-efficient hybrid vehicles in place of conventional vehicles. An additional \$25,279 was transferred to the revolving loan fund from other energy efficiency projects.

To date, the grant has been used to offset the cost of six hybrid vehicles in the Police, Community Development, Parks and Recreation, Public Works and Municipal Utilities departments. In addition, funds were used to purchase four solar trash compactors for use at various parks and recreation facilities to educate the public on energy efficiency initiatives.

For fiscal year 2025, the revolving loan fund is projected to receive \$1,100 from interest income. Loan repayments have been completed as shown in the Sustainability Revolving Loan Fund Summary – By Program and Activity. There are no planned expenditures for fiscal year 2025.

Sustainability Revolving Loan Fund Summary – By Program and Activity

		2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Revised	2024-25 Budget	2025-26 Projected
Police Support Services	2011 Ford Fusion FWD Hybrid	\$ 773	\$ -	\$ -	\$ -	\$ -	\$ -
Code Enforcement	2016 Ford Fusion FWD Hybrid	717	717	-	-	-	-
Park Administration	2011 Ford Fusion FWD Hybrid	619	619	619	-	-	-
		<u>\$ 2,109</u>	<u>\$ 1,336</u>	<u>\$ 619</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Estimated Ending Fund Balance

The projected ending fund balance for fiscal year 2025 is \$32,229, an increase of \$1,100 from the revised fiscal year 2024 budget.

Looking Ahead to Fiscal Year 2026 and Beyond

Future energy efficiency projects will be assessed based on emerging needs. Additionally, the City is considering a proposal to reallocate the funds for alternative uses, such as installing vehicle charging stations.

Sustainability Revolving Loan Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 24,928	\$ 27,128	\$ 28,498	\$ 29,317	\$ 29,729	\$ 31,129	\$ 32,229
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	91	34	612	200	1,400	1,100	800
Intergovernmental	-	-	-	-	-	-	-
Service Charges	2,109	1,336	619	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 2,200	\$ 1,370	\$ 1,231	\$ 200	\$ 1,400	\$ 1,100	\$ 800
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 27,128	\$ 28,498	\$ 29,729	\$ 29,517	\$ 31,129	\$ 32,229	\$ 33,029
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 27,128	\$ 28,498	\$ 29,729	\$ 29,517	\$ 31,129	\$ 32,229	\$ 33,029

Economic Development Revolving Loan Fund

Description of the Fund

The fund provides capital to retain or expand employment, expand the tax base and encourage new business investment in the community. Eligible projects include inventory, machinery and equipment, building or land purchases, building renovations or expansions and working capital.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The City had development agreements with Accelerated Ag Technologies, Moeller Engineering and WCEC Industrial Services. These agreements provided direct financial assistance in the form of five-year loans, with 50% forgivable and 50% repayable.

Total budgeted revenues for fiscal year 2025 are \$10,000 from interest income. Loan repayments have been completed as shown in the Economic Development Revolving Loan Fund Summary – Repayment Schedule. There are no planned expenditures for fiscal year 2025.

Economic Development Revolving Loan Fund Summary – Repayment Schedule

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Revised	2024-25 Budget	2025-26 Projected
Accelerated Ag Technologies	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	\$ -	\$ -
Accelerated Ag Technologies	2,600	2,600	2,600	2,600	-	-
Moeller Engineering	1,600	3,600	(2,000)	-	-	-
WCEC Industrial Services	11,000	5,500	-	-	-	-
	<u>\$ 17,600</u>	<u>\$ 14,100</u>	<u>\$ 3,000</u>	<u>\$ 2,600</u>	<u>\$ -</u>	<u>\$ -</u>

Estimated Ending Fund Balance

The fund balance is projected to be \$298,791 at fiscal year ending June 30, 2025.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Economic Development Revolving Loan Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 231,577	\$ 250,044	\$ 264,465	\$ 269,465	\$ 273,191	\$ 288,791	\$ 298,791
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	867	321	5,726	2,000	13,000	10,000	7,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	17,600	14,100	3,000	2,600	2,600	-	-
Total Revenues	\$ 18,467	\$ 14,421	\$ 8,726	\$ 4,600	\$ 15,600	\$ 10,000	\$ 7,000
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 250,044	\$ 264,465	\$ 273,191	\$ 274,065	\$ 288,791	\$ 298,791	\$ 305,791
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 250,044	\$ 264,465	\$ 273,191	\$ 274,065	\$ 288,791	\$ 298,791	\$ 305,791

Equipment Reserve Fund

Description of the Fund

The fund provides low interest loans for the purchase of vehicles and equipment. Loans carry a two-and-a-half percent interest rate with a five-year repayment schedule. The repayment period spans six fiscal years with a half payment due in the first fiscal year and a half payment due in the last fiscal year.

Financial Highlights of the Fiscal Year 2024 and 2025 Budgets

The equipment reserve fund is projected to receive \$332,305 in revenues for fiscal year 2025. Of those revenues \$287,305 will come from equipment reserve payments as detailed in the Equipment Reserve Fund Summary – By Program and Activity. The remaining \$45,000 will be received from interest income.

Equipment Reserve Fund Summary – By Program and Activity

		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
		Actual	Actual	Actual	Revised	Budget	Projected
FY 16 Equipment Reserve Program							
Golf Course Pro Shop	Utility vehicle with range picker	\$ 721	\$ -	\$ -	\$ -	\$ -	\$ -
FY 17 Equipment Reserve Program							
Street Cleaning	Street sweeper	51,169	25,584	-	-	-	-
Golf Course Maintenance	Greens mower	6,420	3,210	-	-	-	-
FY 18 Equipment Reserve Program							
Information Technology	Phone system	17,713	17,713	8,857	-	-	-
Golf Course Maintenance	Grounds master mower	6,163	6,163	3,082	-	-	-
Golf Course Pro Shop	Golf carts (72)	52,771	52,771	26,385	-	-	-
FY 19 Equipment Reserve Program							
Golf Course Maintenance	Tee mower	5,980	5,980	5,980	2,990	-	-
FY 20 Equipment Reserve Program							
Golf Course Maintenance	Greens mower	6,318	6,318	6,318	6,318	3,159	-
FY 21 Equipment Reserve Program							
Golf Course Maintenance	Fairway mower	5,123	10,246	10,246	10,246	10,246	5,123
FY 22 Equipment Reserve Program							
Golf Course Maintenance	Fairway mower	-	5,175	10,350	10,350	10,350	10,350
FY 23 Equipment Reserve Program							
Fire Suppression	Fire engine	-	-	-	-	79,948	159,896
Street Cleaning	Street sweeper	-	-	32,719	65,438	65,438	65,438
Golf Course Pro Shop	Golf carts (70)	-	-	17,687	35,374	35,374	35,374
FY 24 Equipment Reserve Program							
Fire Suppression	Fire engine	-	-	-	-	82,791	165,581
		<u>\$ 152,378</u>	<u>\$ 133,160</u>	<u>\$ 121,622</u>	<u>\$ 130,715</u>	<u>\$ 287,305</u>	<u>\$ 441,761</u>

Expenditures for the fiscal year 2025 equipment reserve fund total \$1,520,880, including \$747,158 for a fire engine ordered from fiscal year 2023 funds and \$773,722 for a fire engine ordered from fiscal year 2024 funds.

Estimated Ending Fund Balance

The projected ending fund balance for fiscal year 2025 is \$1,078,084, a decrease of \$1,188,575 or 52.44% from the revised fiscal year 2024 budget due to the purchase of two fire engines.

Looking Ahead to Fiscal Year 2026 and Beyond

No long-term financial plans have been developed.

Equipment Reserve Fund Summary

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Revised	2024-25 Budget	2025-26 Projected
Cash Balance, July 1	\$ 2,222,178	\$ 2,334,191	\$ 2,420,889	\$ 2,076,800	\$ 2,083,944	\$ 2,266,659	\$ 1,078,084
Revenues:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Property Taxes	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Use of Money & Property	7,510	1,900	12,500	12,500	52,000	45,000	35,000
Intergovernmental	-	-	-	-	-	-	-
Service Charges	152,378	133,160	121,622	290,885	130,715	287,305	441,761
Special Assessments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Total Revenues	\$ 159,888	\$ 135,060	\$ 134,122	\$ 303,385	\$ 182,715	\$ 332,305	\$ 476,761
Transfers In	-	-	-	-	-	-	-
Funds Available	\$ 2,382,066	\$ 2,469,251	\$ 2,555,011	\$ 2,380,185	\$ 2,266,659	\$ 2,598,964	\$ 1,554,845
Expenditures:							
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-
Capital Outlay	47,875	48,362	471,067	1,480,880	-	1,520,880	-
Debt Service	-	-	-	-	-	-	-
Total Expenditures	\$ 47,875	\$ 48,362	\$ 471,067	\$ 1,480,880	\$ -	\$ 1,520,880	\$ -
Transfers Out	-	-	-	-	-	-	-
Ending Balance, June 30	\$ 2,334,191	\$ 2,420,889	\$ 2,083,944	\$ 899,305	\$ 2,266,659	\$ 1,078,084	\$ 1,554,845



Glossary and Acronyms

Glossary

28E Agreement – A formal agreement between two or more governmental entities to jointly provide a service. Formed pursuant to Iowa Code Chapter 28E.

Account Number – The eleven-digit number assigned to a budget line item identifying the fund, program and activity, and object from which the expenditure is made and recorded. For example: the account number 100.1114.4211 identifies the fund 100 (general fund), program and activity 1114 (public safety and police support services) and object 4211 (contractual services and consulting and management).

Accrual Basis – A basis of accounting in which revenue is recognized when earned and expenses are recognized when incurred, as opposed to when cash is received or spent.

Activity – The second set of numbers (four digits) of the account number that identifies the program and activity (e.g. police support services is 1114).

American Federation of State, County and Municipal Employees – The union representing the City's golf course maintenance, municipal utilities, park maintenance and public works employees.

Ankeny Career Firefighters Union – The union representing the City's full-time firefighters.

Annual Comprehensive Financial Report – The report summarizing the City's financial operations as of the fiscal year end. The report is issued in accordance with generally accepted accounting principles, which prescribes a basis of accounting that differs from the budgetary basis of accounting (cash basis).

Ankeny Police Department Employees Union – The union representing the City's police department personnel.

Appropriation – A legal authorization to make expenditures or enter into obligations for specific purposes.

Assessed Valuation – The valuation set upon real estate, utilities and certain personal property by the County Assessor as a basis for levying property taxes.

Asset – Resources owned or held by a government which have monetary value.

Audit – An official inspection of an organization's accounts, typically by an independent body.

Authorized Positions – Employee positions, which are authorized in the adopted budget.

Balanced Budget – A budget in which current revenues equal current expenditures. The City's annual budget is considered balanced if the cash reserve requirements, the working capital requirements, and the revenue and expenditure requirements have been met.

Base Budget – Cost of continuing the existing levels of service in the current budget year.

Bond – A long-term promise to pay a sum of money on a specific date at a specified interest rate.

Bond Refunding – Bonds issued to buy back outstanding bonds in order to realize savings due to lower interest rates.

Current Refunding – A financing structure under which previously issued bonds are called or mature within 90 days of the issuance of new refunding bonds.

Advanced Refunding – A financing structure in which new bonds are issued to repay previously issued bonds prior to its first call date. The money realized from the sale of the new issue is invested in securities which are placed in escrow.

Budget – A plan of financial activity for a specified period of time (fiscal year) indicating all planned revenues and expenditures for the budget period.

Budget Amendment – A revision of the adopted budget by resolution following a public hearing to ensure that total appropriations do not exceed actual expenditures in the nine major budget programs. An amendment resolution can be approved at any time during the fiscal year prior to June 1st.

Budget Calendar – The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budget Cycle – The four phases of the budget cycle are preparation (staff), approval (city council review and adoption), implementation (administration, accounting and reporting) and evaluation (accountability and auditing).

Budget Message – The letter of transmittal from the City Manager to the Mayor and City Council which summarizes the most important aspects of the budget and any changes from previous fiscal years.

Budget Programs – The following are the state mandated nine major budget programs:

Public Safety includes police, school crossing guards, animal control, emergency preparedness, fire, emergency medical services and code enforcement.

Health and Social Services includes special populations.

Culture and Recreation includes library, parks, recreation, community centers, aquatic centers, sports complexes and cemetery.

Public Works includes street lighting, public works engineering and operations, snow and ice control, traffic engineering and aviation authority.

Community and Economic Development includes housing authority, development engineering, community development and economic development.

General Government includes communications, mayor and city council, human resources, city manager, city clerk, finance, information technology and city hall building.

Debt Service includes the debt service fund.

Business Type Activities/Enterprise includes all enterprise funds and internal service funds. Enterprise funds include solid waste, water, sewer, storm water and golf course. Internal service funds include central garage, risk management, health insurance, sustainability revolving loan, economic development revolving loan and equipment reserve.

Capital Projects includes special assessments and capital projects funds.

Budgetary Basis – This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: generally accepted accounting principles, cash or modified accrual.

Budgetary Control – The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within limitations of available appropriations and resources.

Capital Asset – Asset of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Expenditure – The purchase of equipment or the improvement of land or buildings that is greater than \$5,000, is not an ordinary repair or maintenance expenditure and has a useful life of three years or more. A capital improvement is budgeted in the capital projects fund if it is greater than \$50,000 and has a useful life of ten years or more and if funded through general obligation bonds.

Capital Improvement – Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

Capital Improvement Program – A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

- Capital Loan Notes** – Are usually issued to finance specific capital projects. If issued as limited obligations, the debt is retired by specific revenue, such as tax increment financing or utility revenue. It can be issued as general obligations supported by the general taxing authority of the issuer.
- Capital Project** – Major construction, acquisition or renovation activities which add value to a government’s physical assets or significantly increase their useful life. Also called capital improvement.
- Cash Basis** – A basis of accounting in which income is recorded when cash is received and expenses are recorded when cash is paid out.
- Collective Bargaining Agreement** – A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g. hours, working conditions, salary, fringe benefits and matters affecting health and safety of employees).
- Commercial and Industrial Replacement (“Backfill”)** – A limited appropriation from the state to reimburse local governments for the loss of revenue due to the reduction in taxable value for commercial and industrial property.
- Commodities** – Include various materials, parts and supplies with a short life expectancy which are used for the continuing operations of the City.
- Consolidated Tax Rate** – The total levy rate in dollars the property owner must pay for every \$1,000 of taxable valuation that includes levies from the city, county, school district, state and special districts.
- Contractual Services** – Services rendered to a government by private firms, individuals or other governmental agencies. Examples include consulting and engineering services.
- Cost of Living Adjustment** – An increase in salaries to offset the adverse effect of inflation on compensation.
- Credit Rating** – A formal evaluation of credit history and capability of repaying obligations. Bond ratings are assigned by Moody’s Investors Service, Standard & Poor’s or Fitch Ratings.
- Debt Limitation** – The state constitution requires that no city may become indebted in an amount exceeding 5% of the actual value of taxable property within its jurisdiction. This applies to general obligation indebtedness, which is backed by the full faith and credit of the city. The limit does not apply to debt of revenue or special assessment bonds.
- Debt Margin** – The difference between the debt limit and the applicable outstanding debt.
- Debt Service** – The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.
- Deferred Compensation** – Income deferred until retirement age.
- Deficit** – The excess of an entity’s liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.
- Department** – The organizational unit of government which is functionally unique in its delivery of services.
- Depreciation** – Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.
- Distinguished Budget Presentation Award Program** – A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.
- Employee (Fringe) Benefits** – Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government’s share of costs for social security and the various pension, medical and life insurance plans.

Equivalent Residential Unit (ERU) – Used as the basis for determining storm water management fees. Less than or equal to four thousand square feet of impervious surface shall be one ERU. Every additional one square foot to two thousand square feet of impervious surface shall be one half ERU.

Expenditure – Money spent or cost incurred in governmental funds, which use the modified accrual basis of accounting.

Expense – Money spent or cost incurred in proprietary and fiduciary funds, which use the accrual basis of accounting.

Financial Policy – A government's policy with respect to revenues, spending and debt management as these relate to government services, programs and capital investment. Financial policies provide an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization.

Fixed Assets – Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Full Faith and Credit – A pledge of a government's taxing power to repay debt obligations.

Full-Time Equivalent – A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. This unit of measurement is applied to authorized permanent positions and not to actual worked hours.

Fund – A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance – Fund balance, as budgeted, represents the cash balance or cash-on-hand for a particular fund.

General Obligation Bonds – Tax supported bonds of two types:

Essential Corporate Purpose – does not require an election for bond issue approval. Approval to issue is by resolution following a public hearing. Usually used to finance street construction and repair, traffic signals, sidewalks, street lights, sewer facilities, bridges, capital equipment, etc.

General Corporate Purpose – usually requires a 60% approval bond issue vote of the people. Normally used to finance public improvements such as city hall, fire and police stations, aquatic centers, parks, recreational facilities, etc.

Generally Accepted Accounting Principles – Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

Goal – A statement of broad Council direction, purpose or intent based on the needs of the community. A goal is general and timeless.

Governmental Accounting Standards Board – The authoritative body that establishes the accounting principles and rules for governmental entities.

Governmental Fund Types – are the following:

General Fund – is the chief operating fund and is used to account for all tax receipts and other receipts that do not have to be reported by law or contractual agreement in some other fund. The general fund provides for all the general operating disbursements and the fixed charges and capital improvement costs that are not paid through other funds.

Special Revenue Funds – are funds utilized to account for receipts derived from specific sources that are usually required by law or regulation to be accounted for in separate funds.

Debt Service Fund – is used to report accumulations of resources to meet current and future long-term debt service requirements such as capital lease obligations, bond principal, interest and related costs.

Capital Projects Funds – are utilized to record resources for the acquisition and construction of major capital facilities.

- Grant** – A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.
- Impervious Surface Area** – Those surfaces which prevent or impede the natural infiltration of storm water into the soil which existed prior to development, such as rooftops, sidewalks, driveways, patios, parking lots and compacted gravel surfaces.
- In Progress Activities** – Departmental projects or issues to be addressed during the current fiscal year.
- Indicator** – A measurable and verifiable activity performed in relation to specific departmental or fund goals which assesses workload, effectiveness and efficiency.
- Infrastructure** – The physical assets of a government (e.g. streets, water, sewer, public buildings and parks).
- Interest** – Compensation paid or to be paid for the use of money.
- Interfund Transfers** – The movement of monies between funds of the same governmental entity.
- Intergovernmental Revenue** – Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes.
- Iowa Communities Assurance Pool** – The organization the City holds membership to cover its liability insurance.
- Iowa Public Employees Retirement System** – The pension system that covers all full-time, part-time and most temporary employees with the exception of full-time firefighters and police officers.
- Levy** – To impose taxes for the support of government activities.
- Licenses and Permits** – Issued to monitor certain activities such as the sale of alcohol and cigarettes, building construction, garbage hauling, door-to-door solicitation and pet licensing.
- Line Item** – A separate financial reporting unit within the budget that has a specific appropriation from which purchases are made and recorded.
- Line Item Budget** – A budget prepared along departmental lines that focuses on what is to be purchased.
- Long Term Debt** – Debt with a maturity of more than one year after the date of the balance sheet.
- Long-Range Forecasting** – An internal evaluation tool for staff to project possible outcomes based on a set of variables and assumptions.
- Major Fund** – Those funds whose revenue, expenditures/expenses, assets or liabilities are at least 10 percent of the total of their fund category, intergovernmental or enterprise, and 5 percent of the aggregate of all governmental and enterprise funds in total.
- Mission Statement** – The mission of the City defines the purpose and values of the organization.
- Modified Accrual Basis** – A basis of accounting in which revenues are recognized in the period they become available and measurable and expenditures are recognized in the period the associated liability is incurred.
- Moody's Investors Service** – One of several national investor services that independently rate the creditworthiness of issuer's bonds. Their rating opinion is an assessment of the ability and willingness of an issuer of debt to make full and timely payments of principal and interest on the debt security over the course of its maturity schedule. The rating influences the interest rates bid for the bonds, thus having an economic impact on a project's ultimate cost.
- Municipal Fire and Police Retirement System of Iowa** – The pension system that covers all full-time firefighters and police officers.
- Object Code** – The last four digits of the account number that identifies specific line item objects of expenditure or revenue.

Object Code Types and Sources – Groups of line item accounts of a similar nature within the budget. Expenditure *types* include personal services, contractual services, commodities, capital outlay and debt service; and revenue *sources* include property taxes, tax increment financing, non-property taxes, licenses and permits, use of money and property, intergovernmental, service charges, special assessments, miscellaneous and bond proceeds.

Operating Expenses – The cost of personnel, materials and equipment required for a department function.

Operating Revenue – Funds received as income to pay for ongoing operations.

Other Financing Sources – An accounting term for financial inflows to the City and to funds that do not provide an economic change to the City's or the fund's financial position. The primary examples are bond proceeds and operating transfers in.

Pay Plan – Classifications and corresponding salary ranges of positions within the City government.

Personal Services – Expenditures for salaries, wages and fringe benefits of a government's employees.

Principal – The face amount of a bond, exclusive of interest.

Proprietary Fund Types – are the following:

Enterprise Funds – are utilized to finance and account for all resources used in the acquisition, operation and maintenance of governmental facilities and services that are supported by user charges.

Internal Service Funds – are used to account for the financing of goods and services provided by one department or agency to other departments or agencies within the government, on a cost reimbursement basis.

Recent Accomplishments – Departmental accomplishments completed during the past fiscal year.

Reserve – An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources – Total amounts available for appropriation including estimated revenues, fund transfers and beginning balances.

Revaluation – Each odd year the state reviews residential and commercial property values to determine if assessed values should be changed from those submitted by the County Assessor.

Revenue – Sources of income financing the operation of government.

Revenue Bonds – Bonds which are repaid in both principal and interest from the revenues of a specific enterprise or project such as utility operations.

Revitalize Iowa's Sound Economy – Grant that is funded by the Iowa Department of Transportation for the purpose of providing infrastructure for economic development projects.

Rollback – A mechanism in the state law, which limits the state growth of taxable valuation by class (residential, commercial, industrial, utilities and agricultural) to 3% per year. Assessed valuations are "rolled back" to reflect no more than a 3% increase.

Service Charges – Are direct fees charged to the public for the specific services provided by the City, such as solid waste, water, sewer, storm water and golf course.

Special Assessment – A levy against a property to pay for all or part of the cost of an improvement benefiting that property.

State Budget Forms – State mandated budget forms that must be prepared, certified and submitted to the Department of Management and County Auditor's Office by April 30th.

Strategic Plan – An organization’s process of defining its strategy, or direction and making decisions on allocating its resources to pursue this strategy.

Supplemental Budget – Requests for new personnel and equipment or increased service levels above the base budget.

Tax Increment – The amount of taxable value in excess of the base or beginning value of the property located within a defined district. The consolidated tax rate applied to the excess is remitted to the City for urban renewal or economic development purposes with the exception of the debt service and property, plant and equipment levies of all of the jurisdictions with taxing authority in the district.

Tax Increment Financing District – A defined area of development in which property is eligible to be taxed in excess of the base value of the property. The excess taxable value is known as tax increment.

Tax Rate – The dollar per thousand rate determined by the City, through the budget process, that is applied to the taxable valuation.

Taxable Valuation – The percentage of assessed valuation cities may collect taxes on. Determined by the process of property tax equalization and rollback.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against a particular person or property for current or permanent benefits, such as special assessments.

Property Taxes – are calculated based upon the taxable valuation of the property and tax rate.

Non-Property Taxes – are based on services, transactions and goods other than property such as hotel/motel taxes, mobile home taxes, utility excise and franchise taxes.

TIME-21 Fund – The Transportation Investment Moves the Economy in the 21st Century Fund consists of monies appropriated by the State of Iowa to fund construction and maintenance of Iowa’s public roadway system.

Transfer In/Out – Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Trends and Issues – Opportunities or concerns that may impact current and future budgets.

Unbudgeted Funds – These are funds or expenditures that the State of Iowa does not require to be certified as a part of the City’s annual budget. Unbudgeted funds include trust and agency funds and internal service funds.

Upcoming Activities – Departmental projects or issues that may be addressed in the next fiscal year.

Use of Money and Property – Revenue received from interest and dividends as well as from renting, leasing or loaning property.

User Charges (Fees) – The payment of a fee for direct receipt of a public service by the party whom benefits from the service.

Vision Statement – The vision statement outlines and guides initiatives for the next fifteen years. Our preferred future is defined by value-based principles that can guide policies, decisions and operations.

Voice over Internet Protocol (VoIP) – A technology that allows you to make voice calls using a broadband internet connection instead of a regular analog phone line.

Working Capital – Current assets minus current liabilities.

Acronyms

ABIC	Ankeny Business and Industry Collaborative	ERU	Equivalent Residential Unit
ACFR	Annual Comprehensive Financial Report	FEMA	Federal Emergency Management Agency
ADA	Americans with Disabilities Act	FHWA	Federal Highway Administration
AED	Automatic External Defibrillator	FICA	Federal Insurance Contributions Act
AFSCME	American Federation of State, County and Municipal Employees	FS1	Fire Station No. 1
ALPR	Automatic License Plate Reader	FS2	Fire Station No. 2
ALS	Advanced Life Support	FS3	Fire Station No. 3
AMR	Automatic Meter Reader	FT	Full-Time
APWA	American Public Works Association	FTE	Full-Time Equivalent
AVL	Automatic Vehicle Locating	FY	Fiscal Year
AWWA	American Water Works Association	GAAFR	Governmental Accounting, Auditing and Financial Reporting
BLS	Basic Life Support	GAAP	Generally Accepted Accounting Principles
BMP	Best Management Practices	GASB	Governmental Accounting Standards Board
CCTV	Closed-Circuit Television	GFOA	Government Finance Officers Association
CFAC	Cascade Falls Aquatic Center	GIS	Geographic Information System
CGFL	Combined General Fund Levy	GO	General Obligation
CIP	Capital Improvement Program	IAWA	Iowa Association of Water Agencies
CIRDWC	Central Iowa Regional Drinking Water Commission	IAWEA	Iowa Water Environment Association
CIWW	Central Iowa Water Works	ICAP	Iowa Community Assurance Pool
COSESCO	Construction Site Erosion and Sediment Control Ordinance	ICAAP	Iowa Clean Air Attainment Program
CRS	Community Rating System	IDOT	Iowa Department of Transportation
CY	Calendar Year	IEDA	Iowa Economic Development Authority
DART	Des Moines Area Regional Transit	IJR	Interchange Justification Report
DMACC	Des Moines Area Community College	IPERS	Iowa Public Employees Retirement System
DNR	Department of Natural Resources	IRWA	Iowa Rural Water Association
DOT	Department of Transportation	IT	Information Technology
EECBG	Energy Efficiency and Conservation Block Grant	LCRR	Lead and Copper Rule Revisions
EFT	Electronic Funds Transfer	MDT	Mobile Data Terminal
EMS	Emergency Medical Services	MFPRSI	Municipal Fire and Police Retirement System of Iowa
EPA	Environmental Protection Agency	MGD	Million Gallons per Day
		MPO	Metropolitan Planning Organization

NRCS	National Resources Conservation Service
O&M	Operations and Maintenance
PCAA	Polk County Aviation Authority
PCC	Portland Cement Concrete
PGA	Professional Golfers' Association
PUD	Planned Unit Development
PRAC	Prairie Ridge Aquatic Center
PT	Part-Time
PTO	Paid Time Off
RAGBRAI	Register's Annual Great Bicycle Ride Across Iowa
RCB	Reinforced Concrete Box
RFP	Request for Proposal
ROW	Right of Way
SERT	Suburban Emergency Response Team
SRF	State Revolving Fund
SRO	School Resource Officer
STBG	Surface Transportation Block Grant
SUDAS	Statewide Urban Design Standards and Specifications
TIF	Tax Increment Financing
TIME-21	Transportation Investment Moves the Economy in the 21st Century
TMP	Transportation Master Plan
TSIP	Traffic Safety Improvement Program
USPS	United States Postal Service
U-STEP	Urban-State Traffic Engineering Program
VoIP	Voice over Internet Protocol
WRA	Wastewater Reclamation Authority



410 W First Street, Ankeny, Iowa 50023 Ankenylowa.gov



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

Exercise Financial Discipline

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve the ambulance billing services contract with EMS Management & Consultants, Inc. of Winston-Salem, North Carolina, and authorize the Mayor to sign the Letter of Agreement.

EXECUTIVE SUMMARY:

With the recent departure of the only full-time administrative employee working on ambulance billing, staff met and reviewed options and ultimately released a Request for Proposals (RFP) for ambulance billing services. While Ankeny is one of only two metro cities (Altoona is the other) employing staff to handle billing responsibilities, the majority of cities providing emergency medical services utilize private billing companies for these services. With the departure of the full-time employee leading these efforts—which is very disruptive operationally—it is an appropriate time to reconsider how Ankeny provides these services.

On June 18, 2024, the Finance Department issued a request for proposal (RFP) to the public for outsourcing ambulance billing services with our Fire Department. The City received two responses from companies that specialize in ambulance billing services. What is being proposed is a 35-month contract,

with an option to renew for an additional three years if both parties concur, with EMS/MC. EMS/MC has been in business for 28 years and processes more than 5.5 million claims annually. Ankeny has about 4,500 ambulance bills to process each year. The RFP results are shown below.

Contract Rate - Total collections less refunds and credits

EMSMC, Inc. 3.95%

QMC 4.39%

The plan is to analyze the collection rates after the transition. While staff confirmed collection rates with other customers and are encouraged by those rates, collection rates for ambulance billing vary greatly and are influenced by socioeconomic factors and the types of transports a community provides. The contract length allows staff to monitor collection rates, track revenue growth, and determine if this approach is the best long-term.

FISCAL IMPACT: Yes

FY25 has a projected EMS service revenue of approximately \$2.8 million. With consideration held at the proposed 3.95% contractual rate, the annual cost is estimated to be \$110,600.00.

CITY MANAGER'S RECOMMENDATIONS:

Approve ambulance billing services contract with EMS Management & Consultants, Inc.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

A list of four vendors were contacted prior to the issuance of the RFP, confirming interest in receiving the bid package. Additionally, the RFP was posted to the City of Ankeny website for public solicitation.

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 RFP: Ambulance Billing Services
 EMSMC Bid
 Letter of Agreement



REQUEST FOR PROPOSAL

FY 2025 – FY 2027 AMBULANCE BILLING SERVICES

CITY OF ANKENY, IOWA

JUNE 18, 2024

The City of Ankeny (hereinafter “City”) is soliciting proposals from qualified vendors for the purpose of outsourcing ambulance billing, including both transport and non-transport related charges, all of which are 911 related, and do not include interfacility transfers. The City is a municipality located in the Des Moines, Iowa metro area and has a population of approximately 73,000 with fire and emergency medical services (EMS) provided by the Ankeny Fire Department (hereinafter “AFD”). For calendar year 2023, the AFD had 7,729 calls for service of which 4,144 were billable EMS calls.

Name of the Proposal: FY 2025 – FY 2027 Ambulance Billing Services

Contract Period: October 1, 2024 to June 30, 2027, with three (3) – twelve (12) month renewals if mutually agreeable to both the City and the vendor.

Deadline for Proposal Submittal: Friday, July 12, 2024 by 10:30 a.m.

Proposal Shall Be Submitted To: City of Ankeny
Finance Department
410 West 1st Street
Ankeny, IA 50023

INSTRUCTIONS TO BIDDERS

Method of Proposal Submittal: Mail Delivery, In Person
Faxed bids are not acceptable.

Primary Contact Person: Dan Schellhase, Deputy Fire Chief
E-mail Address: dschellhase@ankenyiowa.gov
Phone: (515) 965-6473

Secondary Contact Person: Vance Swisher, Fire Chief
E-mail Address: vswisher@ankenyiowa.gov
Phone: (515) 965-6471

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 proposals 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, August 5, 2024, a bid tabulation summary will be sent to all vendors who submitted a proposal. Proposals results will not be given over the phone or before recommendation for award has been made. **No proposal may be withdrawn for a period of sixty (60) calendar days after the proposal opening date.**

The contract outlined in the Request for Proposal cannot begin until a proper Certificate of Insurance has been reviewed and approved by the City Attorney.

Proposal Instructions and Clarifications

Date of Issuance	June 18, 2024
Deadline for Proposal Submittal	July 12, 2024
Recommendation for Award	August 5, 2024
Anticipated Start Date of Contract	October 1, 2024

- Proposal shall be good for 60 days. Bid tabulation will be available for review upon recommendation for award.
- Surcharges will not be allowed to be added to invoices as an additional line item. In addition, the City is tax exempt. All applicable sales tax is to be excluded from invoices.
- The City qualifies for Sourcwell and U.S. Communities cooperative purchasing programs. Please indicate any such pricing as well as any required conditions.
- Interested vendors should bid on all services, as the City is intending to award one contract.
- Associated fees may be added or deleted during the term of the contract, with pricing done on a negotiated basis between the City and vendor.
- Include provided Signature Page with your Bid Submittal Form. Proposals which are not signed and dated by an authorized representative will not be accepted.
- A Certificate of Insurance should be included with your proposal. Insurance requirements are listed on page 14.

AWARD CRITERIA

All proposals will be evaluated based on, but not limited to, the following criteria:

- 1) Compliance with the requirements of the Request for Proposal.
- 2) Experience, reliability and financial stability of vendor's organization, as well as qualifications of personnel proposed to service the City.
- 3) Rate and proposed transaction fees.
- 4) Cost of processing equipment, software and necessary supplies.
- 5) Speed of processing and depositing City receipts.
- 6) Value added services.
- 7) Similar services performed for other organizations of comparable size to the City or larger.
- 8) Reporting capabilities offered to the City.

The City evaluation team may arrange meetings with representatives of the vendors whose proposals are deemed to be within the competitive range. The purpose shall be the clarification of any aspect of the proposal that is deemed to have a material bearing on arriving at a fair determination of which proposal offers the best overall value. The City reserves the right to reject any or all proposals and to waive any informality or irregularity in any proposal received. This

Request for Proposal along with a Letter of Agreement, prepared by the City and signed by the Mayor, shall become the document that authorizes the contract to begin, assuming the insurance requirements have been met.

COST AND FEES

Each vendor shall provide detailed pricing or a commission rate for all start up, programming, operational, ongoing and future charges, maintenance charges and other fees pertaining to all aspects of this Request for Proposal. The selected vendor will be responsible for any necessary programming costs, and shall provide an hourly consulting fee for additional services that will be fixed during the term of the contract, should the City desire to obtain additional services.

TERMS OF CONTRACT

The term of the contract is anticipated to be October 1, 2024 through June 30, 2027. The City and the vendor may renew the original contract for three (3) additional one-year time periods by mutual agreement. No price escalation will be allowed during the initial term of the contract. If it is mutually decided to renew beyond the initial period and the vendor requests a price increase, the vendor shall provide sufficient written documentation to substantiate the request. The City reserves the right to accept or reject price increases, to negotiate more favorable terms or to terminate without cost the future performance of the contract.

SET-UP/TRANSITION PROCESS

Billing responsibilities will be transferred to the new vendor on the first day of the contract. It will be the successful vendor's responsibility to accomplish the transfer from the City. This will be at the vendor's expense. A smooth continuation of billing and collection services must be provided so that the City can deliver uninterrupted, efficient service to its citizens and can maintain its standard of revenue from accounts received.

SCOPE OF SERVICES

This initiative is to enhance customer service by providing customers with modern technology billing processes and procedures, filing with Medicare, Medicaid, and other private insurance carriers, processing payment of claims, account processing up until account submission to a collection agency and providing customer service. The qualified vendor is to provide a turnkey program that is seamless to customers, utilizes modern billing and payment application technology, and customer service practices while demonstrating compliance with the Health Insurance Portability and Privacy Act (HIPPA) requirements for privacy, security and electronic data transmission standards.

GENERAL INFORMATION

1. ELECTRONIC CLAIMS

- A. Vendor shall have a current Medicare Sender Number and Medicaid Provider Number.
- B. Vendor shall have the capability of electronically transmitting claims to Medicare and Medicaid of Iowa.
- C. Vendor shall indicate if they are filing electronically for any service at this time and how other types of insurance filing will be handled.
- D. Vendor shall be capable of filing paper claims for Medicare and Medicaid requests.
- E. The successful vendor will be required to collect the patient's signature in cases where the City's EMS was unable to obtain the patient's signature during transport (if required). The record of this signature will be maintained by the successful vendor for review by Medicare auditors.
- F. The successful vendor will be responsible for requesting and obtaining from the AFD all required documentation for handling insurance reviews and/or hearings.

- G. Preference will be given to a vendor with the capability to get data from Image Trend Elite Software.
- H. National EMS Information System (NEMSIS) reporting standards will be followed for data provided to selected vendor.

2. INVOICING

- A. The successful vendor must file customer insurance claims within five (5) business days from receipt of transport information from the City's EMS responses.
- B. The successful vendor must invoice EMS customers a minimum of three times in the first 90 days for any unpaid balance.
- C. The customers must be invoiced at least once every thirty (30) days after the first month. The customer's invoice should include a summary of the amount paid by the insurance company, as well as what is due from the customer. The invoice should include an aging of the balance due.
- D. The successful vendor will be responsible for rebilling the insurance company for its portion of a bill if the claim is not paid in accordance with the City's terms. If correspondence to the insurance company is required, a copy of the correspondence will go to the customer.

3. NON-DELIVERABLE/RETURNED MAIL

- A. The successful vendor will be responsible for processing all returned mail that originates from their mailings.
- B. This mail must be opened and date-stamped on the date of receipt.
- C. Mail must be processed within five (5) business days.
- D. The successful vendor will aggressively attempt to identify the proper address of the patient for billing purposes.

4. ACCOUNTS RECEIVABLE

- A. The successful vendor must collect from the patient, or the patient's insurance, all legally collectable amounts. All Medicare and Medicaid regulations governing collection of the accounts due must be adhered to.
- B. The successful vendor must establish a business relationship with the local Medical Center Emergency Department or Medical Records Department for non-identified insurance carrier information.
- C. After 120 days from invoice date, all accounts with no payment activity that have little or no immediate prospect for payment will be turned over to the City for collection. The successful vendor must make every effort possible to make collection within the 120 days without jeopardizing the good will of the City, and in compliance with all applicable federal, state and local laws and regulations, including without limitation, those regulating debt collection, privacy and confidentiality requirements.
- D. As part of the collection of accounts receivable, the successful vendor will be required to pay for all postage, computer equipment, billing software, computer supplies, envelopes, letterhead, insurance claim forms and all other supplies needed to collect the amount due.
- E. The successful vendor will submit a monthly "summary of activity report" covering the accounts receivable. This report will include, at a minimum, the totals of charges, receipts, adjustments, and the ending accounts receivable balance during the period covered by the report. These reports must be submitted to the Finance Department and the AFD.
- F. A report detailing patient accounts and the aging of accounts receivable is to be submitted on a monthly basis to the Finance Department and AFD. This report is to include, at a minimum, the patient name, date of service, and the total amount due, aged from current to 120 days in increments of 30 days.
- G. The City expects to have online access to view patient accounts and payment information.

5. THIRD PARTY BILLING

- A. The successful vendor will be required to bill the patient's secondary insurance (if applicable).
- B. The successful vendor will be responsible for collecting the information from the patient if the information provided by the AFD is incomplete.
- C. The successful vendor will be required to provide to Medicare the appropriate Medigap Numbers for electronic transmission of secondary claims (if applicable).

COLLECTIONS

6. MEDICARE APPEALS

The successful vendor must make application on behalf of the patient for the first appeal related to a Medicare denial that reasonably will produce revenue, with additional documentation (i.e. emergency department physician notes). The successful vendor will be required to acquire and submit the necessary documentation on behalf of the patient as part of the application process.

7. MEDICAID PAYMENTS

The City recognizes that under Medicaid guidelines, the City cannot pursue the Medicaid recipient for any balances remaining after Medicaid has made payment. The City will not require prior approval for this type of write off; however, the successful vendor will include in detail, the Medicaid write-offs on a monthly basis with the monthly reports to the Finance Department and the AFD.

8. GEMT

The City participates in the Ground Emergency Medical Transportation program (GEMT) with the State of Iowa. The successful vendor must be able to help the City optimize revenue, maximize reimbursement, and maintain compliance with this program. It is preferred that the vendor is able to provide this service to include completing cost reports and other associated requirements, while working cooperatively with the City.

9. HARDSHIP CASES

The City recognizes the possibility that some EMS customers may experience a legitimate financial hardship, and would suffer an undue burden, in being expected to pay an ambulance transport bill in its entirety and/or unpaid insurance balances. The successful vendor will be required to obtain from the individuals qualifying for a hardship case review, all pertinent information necessary for the City to approve or deny a hardship write-off.

SOFTWARE, ACCOUNTING, AND FINANCES

10. DEPOSITS

- A. Mailed payments will utilize a lock box system to speed payment receipt. The successful vendor will receive payment information from the lockbox processor so payments can be posted to patient accounts. Any additional account correspondence received in the lockbox will be forwarded to the successful vendor. The costs of the lockbox system will be borne by the City.
- B. Credit card payments can be processed various ways. Currently, credit card payments are taken by the City and the funds are settled into our bank account daily. Detail your preferred process for collections via credit card.

11. RECEIPT POSTING

- A. The routine accounting functions, including posting charges, receipts and account balances must never exceed 24 hours from receipt of information.
- B. Any refunds due on accounts that result from overpayments must be securely communicated to the City on a weekly basis for processing.
- C. Failure to consistently comply with the above posting requirements will result in a delay of payment of fees to the vendor until patient accounts are brought current.

12. RIGHT TO AUDIT

- A. The successful vendor must make available to the City auditor's all records that pertain to the City's business.
- B. The successful vendor will be required, upon notice, to allow the City and its authorized agents the right to audit, inspect and copy all such records and documentation as often as the City deems necessary during the contract period established; and during the period of five (5) years thereafter. Such activity will be conducted during normal business hours and at the expense of the City. The City will retain ownership of all such records.
- C. Annually, the vendor must submit to the City an audit covering all billings prepared by the vendor from call reports received from the City and all revenue received and deposited for the City from such billings. This audit will be prepared, at the expense of the vendor, by a Certified Public Accountant.

13. PROFESSIONAL BILLING – ACCOUNTING PROCEDURES

The successful vendor will be expected to adhere to generally accepted accounting principles in order to insure the establishment of an efficient billing, collection and recording system that is easily understood and audited.

14. MAINTENANCE OF RECORDS

The successful vendor must keep and maintain adequate records of work, information, expenses, costs, invoices and materials provided and performed pertaining to the City's EMS ambulance transport billing. These records must be maintained during the contract period and for a period of five (5) years thereafter. At the point in which this agreement is terminated, the data must be returned to the City in an agreed upon file format and delivery method.

15. REQUEST FOR PAYMENT

The successful vendor must invoice the City for services performed on a monthly basis. The invoice must be accompanied by a collections report for the period for which the successful vendor is seeking payment. Payment will be made only for services performed within the previous complete month.

16. SOFTWARE REQUIREMENTS

- A. All computer data/information concerning work performed under this proposal; including, but not limited to, patient information and balances due; will remain the property of the City at all times. Further, the successful vendor must agree to surrender any and all information concerning work performed under this proposal (written and electronic format) at the termination of this contract by either party.
- B. The following features are required to be available through the billing software:
 - 1. Electronic Remittance Notification (ERN). This program is to provide paid and denied assigned paper and electronic claim information from Medicare.

2. Electronic Claim Status (ECS). This program is to provide a report which shows the status of all the outstanding paper and electronic assigned claims in the Medicare B processing system.
 3. Electronic Rejects. This program is to provide a report of all claims from the previous day's transmission that were rejected on the front end of the Medicare B processing system.
 4. The software must have the capability of producing daily and monthly reports; and to electronically file claims to Medicare, Medicaid, Blue Cross Blue Shield (BCBS) and other agencies.
 5. The software should include an accounts receivable function capable of following up with balance due from customers and insurance companies.
 6. The system should produce monthly statements that show the amount due from the customer and insurance company.
 7. There should be collection notices (letters) available by specific customer that can be user-defined.
- C. The AFD currently uses Image Trend Elite software to record EMS incident data. It is anticipated there will be additional upgrades to the software during the duration of this contract. The successful vendor will be required, at their expense, to have appropriate billing software compatible with the AFD's system.
 - D. The successful vendor will be required to submit a system disaster recovery plan, as well as a full description of system backup and recovery plans.

PROFESSIONAL COMMUNICATION

17. PROFESSIONAL INTERAGENCY COMMUNICATIONS

The successful vendor will, at all times, maintain an ongoing professional and courteous working relationship with the City's customers and City, including all respective departments and divisions (Fire Department, Finance Department, City Manager, and City Clerk).

18. CUSTOMER COMMUNICATIONS

All written or verbal communications between the successful vendor and the EMS customer (patient or legal guardian) will be conducted in a professional and courteous manner.

19. MEETINGS

The successful vendor will be expected to meet in Ankeny, Iowa with City personnel or authorized agents semi-annually or at either party's request. The successful vendor will be responsible for any expenses incurred to attend these meetings. Special meetings may be held at the successful vendor's location at times agreeable to both parties.

20. REPORTS REQUEST

- A. All written requests for ambulance transport records/reports by customers, legal guardians of patients, attorneys, law enforcement agencies, insurance companies, court subpoenas, notarized statements, physicians, or medical facilities are to be forwarded immediately to the AFD.
- B. All verbal requests for ambulance transport records/reports are to be denied.
- C. The successful vendor will advise all callers of the appropriate procedures (as established by the City) to follow in obtaining EMS transport records/reports.

EDUCATION

21. EDUCATION

- A. The successful vendor will be required to provide in-service training for AFD staff on report writing to meet Medicare requirements. The in-service training will be held on the premises of the AFD or other designated location by the AFD on a quarterly basis; or as deemed necessary by the AFD. This in-service training may be coordinated with the date of the administrative meeting described above and may require training over a three-day period.
- B. The successful vendor will be responsible for providing the AFD with any information update that is deemed pertinent to ambulance billing (i.e., Medicare and Medicaid billing charges).
- C. The successful vendor will be responsible for providing the AFD with working documentation and training on ambulance transport records that would facilitate reimbursement by third party payer.
- D. The successful vendor will be responsible for providing the AFD staff with training to keep current our policies and practices regarding billing and revenue.

CONTRACT

22. SERVICE START-UP DATE

The City requires that the successful vendor have the billing service software in place and fully operational by October 1, 2024.

23. SUBCONTRACTING

No portion of the services required under this RFP and the resulting contract may be subcontracted without the prior written approval by the City.

24. TERM OF CONTRACT/TERMINATION OF CONTRACT

This contract will be awarded to the successful vendor for the period of October 1, 2024 to June 30, 2027 with three-twelve (12) month renewals if mutually agreeable to both the City and the vendor. The City reserves the right to terminate this contract, or any part of this contract, upon thirty (30) days' written notice. In case of such termination, the vendor shall be entitled to receive payment from the City for work completed to date in accordance with the terms and conditions of this contract. In the event that this contract is terminated due to vendor's default, the City shall be entitled to purchase substitute items and/or services elsewhere and charge the vendor with any or all losses incurred, including attorney's fees and expenses.

25. CONTRACT PRICE

The City desires an all-inclusive pricing structure for performing the services based on a percentage of collections. The rate will be listed as a percentage based on the net amount of money collected (total collections less refunds and credits). After the initial term of the contract has expired, the vendor and the City may renegotiate the percentage of payment.

DESCRIPTION OF ANKENY FIRE DEPARTMENT EMS SERVICE

26. DEMOGRAPHICS

The AFD is the primary provider of pre-hospital emergency care and transportation, including advanced cardiac life support (ACLS) level services for an urban city with a resident population of approximately 73,000. The AFD has three fire stations (fourth opening in 2026) and operates 3 to 4 Advanced Life Support Ambulances 24/hours per day.

For calendar years 2021-2023, the following was billed for services resulting in the described payer mix.

	2021	2022	2023
Billed for Services	\$3,990,873	\$4,176,358	\$4,479,471
Iowa Total Care – Medicaid	6%	7%	6%
Molina Healthcare of Iowa	0%	0%	2%
Iowa Department of Human Services Medicaid	1%	0%	0%
Wellpoint Medicaid	7%	9%	6%
Medicare	32%	33%	30%
Private Insurance	52%	50%	55%
Self-Pay	2%	1%	1%

27. ESTIMATED SERVICE STATISTICS

The following numbers are approximate and are provided for vendor information only. No minimum amounts are guaranteed or implied.

	2021	2022	2023
Billable Calls	3,790	3,888	4,144
Total Call Volume	6,781	7,338	7,729
ALS Transports	65%	65%	59%
BLS Transports	33%	35%	37%
Ground Mileage	46,734	48,502	49,817

The following is a schedule of the City's current emergency medical services rates (effective July 1, 2024):

Advanced Life Support (A0426) – Non-Emergency	\$890
Advanced Life Support (A0427) – Emergency	\$890
Advanced Life Support 2 (A0433)	\$1,290
Basic Life Support (A0428) – Non-Emergency	\$744
Basic Life Support (A0429) – Emergency	\$744
Mileage (Per Loaded Mile)	\$16
Treatment/No Transport	\$300

PROPOSAL REQUIREMENTS – RFP SUMITTAL INFORMATION

Proposals should contain:

- One copy marked original and three (3) copies of the RFP proposal.
- Descriptive literature of the billing software being proposed.

- A complete response to all the items listed below:

The successful vendor must be able to meet all requirements of this RFP. Submitted information should be based on emergency care and transportation responses only and must include Basic Life Support, Advanced Life Support and Non-Transports with medical assistance. Since the City of Ankeny does not provide scheduled transport services nor transfers, these shall not to be included in any part of your proposal. The proposal should contain the following information in order to be considered:

- A. A complete history of your firm with emphasis on the knowledge and experience in emergency care and transportation-based ambulance services. Vendors should have experience with, and complete and up-to-date knowledge of ambulance billing with Medicare, Medicaid, and all other commercial insurance providers.
- B. The following submittal information is to be obtained from your largest emergency care and transportation ambulance-billing contract within the past two years (January 1, 2022 to December 31, 2022 and January 1, 2023 to December 31, 2023). Please identify the contract entity and list separate responses for each of the two years.
 1. Total number of emergency-based responses billed.
 2. Total number of Basic Life Support responses billed.
 3. Total number of Advanced Life Support responses billed.
 4. Total number of non-transports with medical assistance responses billed.
 5. Total number and amount billed to and collected from private insurance carriers.
 6. Total number and amount billed to and collected from Medicare and Medicare write-offs.
 7. Total number and amount billed to and collected from Medicaid and Medicaid write-offs.
 8. Total number and amount billed to and collected from clients with no known insurance carrier.
- C. A list of all emergency ambulance billing contracts held since January 1, 2020. Please provide company or governmental agency, contact person, email address, address and phone number.
- D. Provide a minimum of three (3) references for which you have performed comparable services while under contract. To the extent possible, include references that are local governments.
 1. For each reference provide: a complete address, telephone number, e-mail address, as well as the name, and job title of a contact individual.
 2. Describe the services performed under the contract; especially any experience in billing and management of accounts receivable. Also include the length of the contract and the dollar value.
 3. For each reference, discuss your firm's effectiveness in the collection and receipt of billable accounts.
 4. Describe any experience your firm has had in accessing and extracting automated information for each cited reference.
- E. The successful vendor will be up-to-date on current regulations, including but not limited to Affordable Care Act (ACA) and HIPAA. There shall be a complete and up-to-date understanding of Medicare regulations regarding electronic claims, paper claims, reviews and hearings and there shall be a complete and up-to-date understanding of ground ambulance transportation billing. The City prefers that the personnel assigned to the City's contract have attended seminars, workshops, etc., or have other current background education in this area. For individuals to be assigned to the City of Ankeny account:

1. Provide copies of certificates, diplomas, etc. showing attendance at seminars, workshops, or other background education in Medicare regulations regarding electronic claims, paper claims, reviews and hearings.
 2. Copy of proof (i.e. certificate) of attendance at a recent (calendar year 2022, 2023, 2024) Medicare Ambulance Billing seminar.
 3. Provide copies of certificates or diplomas showing attendance at seminars, workshops or other background education in ground ambulance transportation billing.
- F. Provide copies of your Medicare Sender Number and Medicaid Provider Number.
- G. Sample reports are to be submitted with your proposal as listed below for a government entity of similar size or larger:
1. Monthly Reports
 - a. Electronic Transmission Logs – list of electronic transmission dates and total of charges submitted to the insurance company.
 - b. Management Review of Monthly Activity – summary of charges, receipts, adjustments and total accounts receivable as of the end of the month, for the month.
 2. Quarterly Reports
 - a. Review with Graph Depicting Areas of Business – total transports revenue for the month depicted in a pie graph with percentage of revenue by the defined area. The defined areas are: private insurance, private pay, Medicare, Medicaid and other.
 - b. Comparison of Revenue Generated – current year vs. last year depicted in a bar graph for visual comparison.
 - c. Cash Receipts Comparison – current year vs. last year depicted in a bar graph for visual comparison.
 - d. Accounts Receivable – detail by patient account (following HIPAA compliance) and date of service aged by current to 180 days in 30-day increments. The report should total to the total accounts receivable balance.
 - e. Accounts Receivable/Change from the Previous Month – reporting the previous month accounts receivable balance compared to the current month balance.
 - f. Accounts Receivable/Aging with Pie Chart – the total accounts receivable aged depicted in a pie graph with percentage of each category of current to 180 days in 30-day increments. The report should total to the total accounts receivable balance.
 - g. Accounts Receivable/Breakdown by Type of Insurance – the total accounts receivable divided up into the type of insurance.
 - h. Transport Statistics – the total types of emergency care and transportation divided into percentage of each type.
 - i. Average Runs per Day – the total runs per day divided into percentage of each type.
 3. Accounting Reports – including the following:
 - a. Accounts Receivable Reconciliation – the total accounts receivable transactions in an Excel spreadsheet format for the City government accounting office to easily identify the debit and credit changes. The report should include the beginning accounts receivable balance for the month, the total charges (debit), the total receipts (credits),

the total adjustments by debit and credit, and the ending accounts receivable balance for the month. The ending balance should be the same as the computer system balance.

- b. General Ledger Adjustment Detail – the report should include the total amount of adjustments by category (i.e., bad debt: \$150; Medicare Adjustment: \$300, etc.). This report should balance to the accounts receivable reconciliation report.
- 4. Collection Agency Report of Accounts – total amount sent to the contracted collections vendor, which reflects total outstanding by month.
- 5. Accounts Receivable Summary – total of charges, receipts, adjustments and total accounts receivable up to that point in time.
- H. Provide a proposed time-table for all contract activities which must occur from the date of contract award throughout the first contract year.
- I. Explain the factors your firm will consider in tailoring the billing and collection services to the needs of City employees and the City’s ambulance users. Note any modifications to your standard billing collection services that will be undertaken to ensure that this contract is customized to the special requirements of the City.
- J. Vendors must have the capability of electronically transmitting claims to Medicare and Medicaid of Iowa. Indicate if you are filing electronically for any service at this time and how other types of insurance filing will be handled.
- K. Preference will be given for a vendor with the capability to get data from ImageTrend Elite. Indicate whether you have such capability.
- L. Credit card payments can be processed various ways. Currently, credit card payments are taken by the City and the funds are settled into our bank account daily. **Detail your preferred process for collections via credit card.**
- M. Discuss how education will be provided to the City.
- N. Billing responsibilities will be transferred to the new vendor on the first day of the contract. Ninety days following the commencement of the contract, there will be a full and complete transfer of billing/collection information to the successful vendor. It will be the successful vendor’s responsibility to accomplish the transfer from the City. This will be at the vendor’s expense. A smooth continuation of billing and collection services must be provided so that the City can deliver uninterrupted, efficient service to its citizens and can maintain its standard of revenue from accounts received. **Indicate how you intend to accomplish this task and the approximate number of days to complete this process.**

EVALUATION PROCEDURES

28. EVALUATION AND SELECTION COMMITTEE AND AWARD

The proposals will be evaluated by an Evaluation and Selection Committee composed of City Fire Department and Finance Department employees. The City may conduct reference and background checks on the vendor(s) selected as finalist(s) and may request interview(s) with the vendors and project team members. The City reserves the right to visit the site of which the work performed will be done, including speaking with key personnel available at the time of visit prior to award. The Evaluation and Selection Committee will select and recommend to the City Council the awarding of a contract. The Evaluation and Selection Committee shall perform any additional investigation, as it considers necessary to obtain full information on the vendors being considered. If reference checks reveal untruthful statements of qualifications, the proposals may be rejected.

29. GENERAL TERMS

- O. The successful vendor will be required to comply with the insurance and indemnification requirements.
- P. Standard Provisions and Requirements for RFP and General Terms and Conditions shall apply to this RFP and the resulting contract.
- Q. Acceptance of Terms. Submittal of a proposal indicates acceptance by the vendor of all those terms and conditions contained in this proposal.
- R. The City reserves the right to:
 - 1. Reject any and all proposals received in response to this RFP.
 - 2. Waive or modify any irregularities in proposals.
 - 3. Request additional information or modifications to proposals prior to award if in the best interests of the City.
 - 4. Use any ideas submitted in proposals, except for those which are protected by an enforceable patent or other proprietary right and such idea is identified as protected by patent or other proprietary right and identified as confidential pursuant to Section 8 of the Standard Provisions and Requirements.
 - 5. In the event of unsuccessful contract negotiations or contract termination, the City reserves the right to enter into contract negotiations with other qualified providers that submitted acceptable proposals.

INSURANCE INFORMATION – CITY OF ANKENY

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 Ambulance Billing 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 1st 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

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 contractors working under the direction of either the Bidder or subcontractor in the performance of this contract.
14. For SERVICES requiring successful Bidder's presence on any City property, the successful Bidder shall, during the term of this Agreement and until completion thereof, carry and maintain both Workers Compensation and General Liability Insurance. The successful Bidder shall furnish the City with a copy of the Declaration page (normally page one of your policy) of their insurance policy if requested by the City.
15. All documents submitted with any bid or proposal shall become public documents and subject to Iowa Code Chapter 22, which is otherwise known as the "Iowa Open Records Law". By submitting any document to the City of Ankeny in connection with a bid or proposal, the submitting party recognizes this and waives any claim against the City of Ankeny and any of its officers and employees relating to the release of any document or information submitted. Each submitting party shall hold the City of Ankeny and its officers and employees harmless from any claims arising from the release of any document or information made available to the City of Ankeny arising from any bid opportunity.

RFP for Ambulance Billing Services
City of Ankeny, Iowa
Due July 12, 2024, by 10:30 AM CST



Original

Proposer: Greg Carnes
Chief Executive Officer
2540 Empire Drive, Suite 100
Winston-Salem, NC 27103
P (336) 714 9085
F (336) 347 9705
greg.carnes@emsmc.com





Cover Letter



July 10, 2024

City of Ankeny
Attn: Finance Department
410 West 1st Street
Ankeny, IA 50023

Re: RFP for Ambulance Billing Services

Dear Deputy Fire Chief Schellhase,

EMS Management & Consultants (EMS|MC) is pleased to submit our response to the City of Ankeny. Now in our 28th year, EMS|MC knows the EMS billing industry like no other, processing over 5.5 million claims annually nationwide. EMS|MC is uniquely positioned to bring the best ambulance billing and collection services to the City of Ankeny, and we look forward to earning your partnership.

With more than 35 clients in Iowa, including Sioux City Fire Rescue, Stuart Rescue, and Sergeant Bluff Fire and Rescue, EMS|MC plays a leading role in helping drive and assess where the EMS industry is headed for the state. EMS|MC and ImageTrend have a strategic partnership that will seamlessly integrate our billing software with their ePCR software and are currently building a bi-directional data exchange to allow for operational, clinical, and financial data to be viewed together.

Our experience with ePCR software & efforts surrounding GEMT, Medicaid Cost Reporting/Reform, and Mobile Integrated Healthcare Programs are just a few examples of how we help our clients prepare for, adapt, and remain current with the constantly changing regulatory environments around them.

We act as a true partner – not just a vendor.

EMS|MC's customized approach has increased compliant collections for all of the agencies who have transitioned to us. To ensure all transition risks are minimized, your deployment project manager will lead a methodical & thorough onboarding process. In the last 5 years alone, over 100 new agencies have entrusted EMS|MC with their EMS billing needs.

Our onboarding process will establish written billing and collection policies, and review contracts with payors and facilities. In this response, we will detail what makes us unique from our competitors and the Gold Standard in EMS billing, including the following highlights:

- **Raising the Bar** – EMS|MC along with PWW Advisory Group and VAIRKKO have combined to invest in the next generation solution for EMS and mobile healthcare organizations nationally. The combined offering will enable us to offer a comprehensive set of reimbursement, human capital and advisory/consulting solutions while driving the industry forward with advocacy and innovation.
- **Compliance** – EMS|MC's compliance team is dedicated to ensuring the unmatched awareness & adherence to the unique regulatory environment of Iowa, representing your agency fully in the case of an audit.



- **Dedicated Account Management** – Your dedicated account management team will include a Customer Success Executive, Chelsea Mock, and a Deployment Manager, Amy Young, who are focused on your business, providing virtual and on-site interaction & feedback, and tailoring our solution to fit the needs of your organization & community.
- **Cutting-edge Technology** – EMS|MC's proprietary claims processing platform, **EMSmart™**, brings the best of human judgement and automation together to ensure the highest clean-claim rate and cash-per-trip results in the industry. **Crew Analysis®** is an unmatched performance management tool for your medics, focused on key billing documentation needed for maximum collections. **EMSurance** offers the City an automated process of collecting patient information, so your medics can focus on what matters most – quality patient care.
- **Onboarding** – EMS|MC's proven project management driven onboarding process, **EMStart**, ensures that the City will not see a disruption in cash flow during the transition to EMS|MC.
- **Advocacy** – Headed by our Advocacy Liaison, Regina Godette-Crawford (formerly the Chief of NCOEMS), EMS|MC ensures our clients are at the forefront of awareness & participation in the most important issues facing our industry – including Ambulance Cost Data Collection. Regina currently sits on the Ground Ambulance Balance Billing Senate Committee and is a trusted industry advisor.
- **GEMT** – EMS|MC has already perfected the GEMT billing and posting process for our clients in states with established programs and will assist the City.

EMS|MC's success is based on innovation, advocacy, and compliance which leads to natural growth through referrals from existing clients. The City of Ankeny will find us to be trustworthy, dedicated, and tireless in the relationship we develop with your team to deliver the industry's best cost-to-value ratio.

Proposal Main Contact: Jennifer Gaines | jennifer.gaines@emsmc.com | 270.559.4505

Authorized Signer: Greg Carnes | greg.carnes@emsmc.com | 336.714.9085

EMS|MC is dedicated to continuous improvement as we customize our solution to fit the City of Ankeny's unique needs. We look forward to the next steps and hope to earn the right to be your future EMS billing partner.

Sincerely,



Greg Carnes
Chief Executive Officer
2540 Empire Drive, Suite 100
Winston-Salem, NC 27103
P: 336.714.9085 F: 336.347.9705
greg.carnes@emsmc.com

As Chief Executive Officer for EMS|MC, I am authorized to make representations on behalf of EMS Management & Consultants, Inc. Our management fee stated in this proposal is all inclusive and is valid for a period of 120 days from the closing deadline. Further, EMS|MC does not have any ethical conflicts that would interfere with a contractual obligation with the City of Ankeny.



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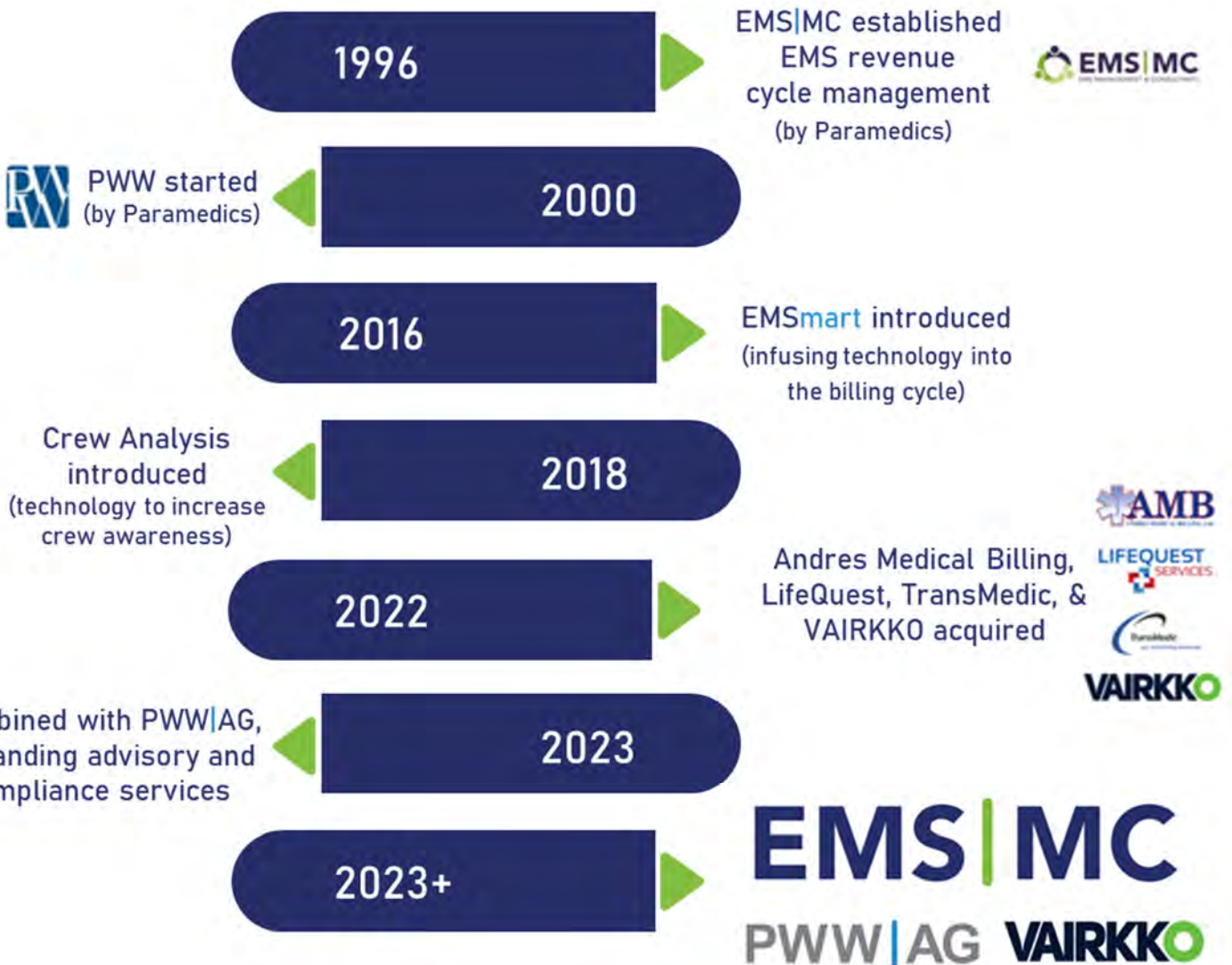


Company History & Experience – Requirement A



The EMS|MC Story

Founded in 1996 by a Paramedic, EMS Management & Consultants (EMS|MC) has assembled a team of industry-leading experts who are dedicated to maximizing reimbursement, optimizing resources, and driving industry change through regulatory compliance. We deliver unparalleled service designed to bring long-lasting value and a positive impact to your community and citizens, because our team lives and works in the industry.



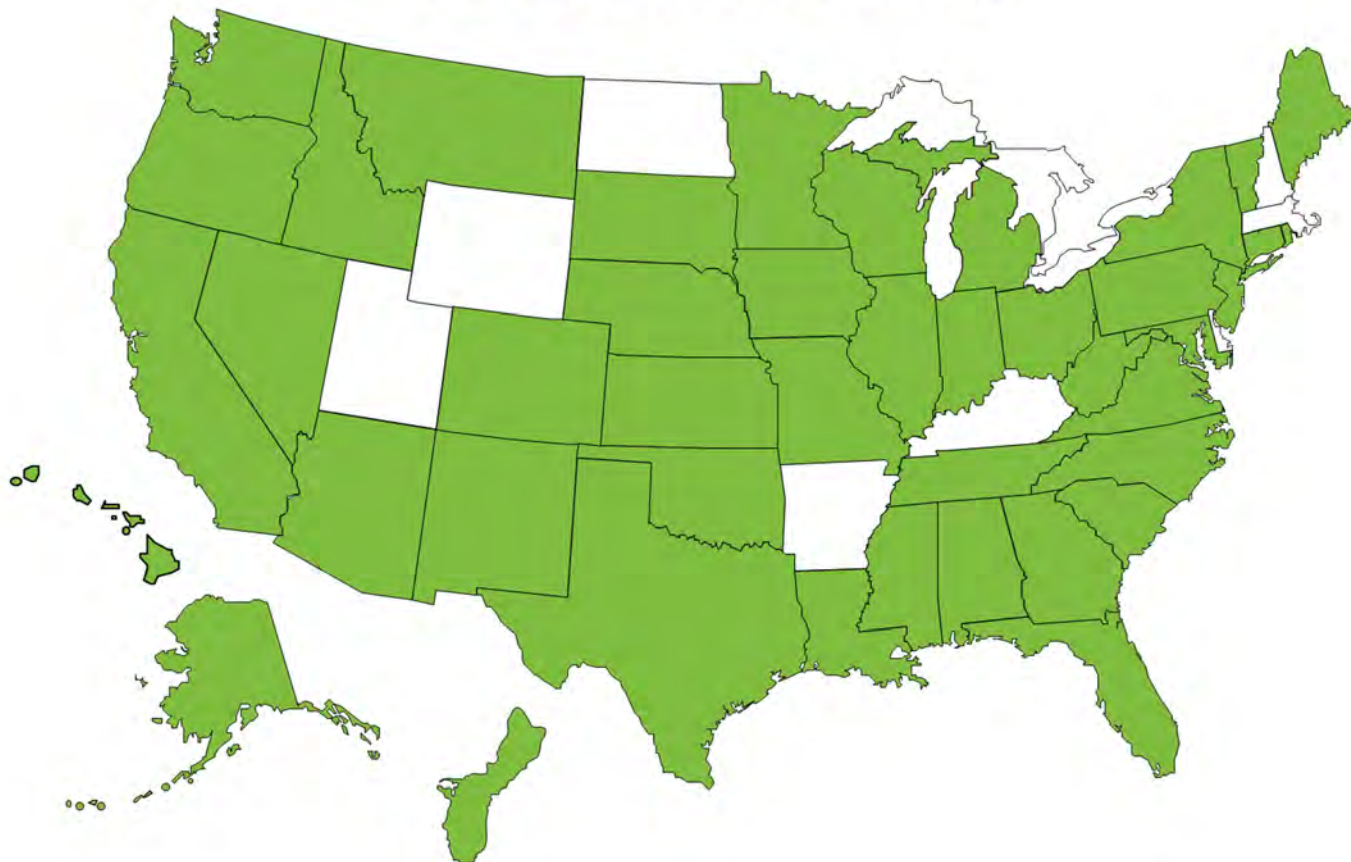
The EMS|MC story shows consistent growth and innovation over the past 28 years. Through this development, we have always put our clients and their customers first. We hope to continue raising the bar as partners with the City of Ankeny!



The EMS|MC Footprint

Headquartered in Winston-Salem, North Carolina, with 6 regional offices, and remote workers nationwide, EMS|MC has a deep understanding of the uniqueness of each community, like yours, across the United States. We process more than 5.5 million claims annually nationwide for public, private, and hospital-based agencies with less than 1,000 trips per year to over 125,000 trips per year.

EMS | MC's National Footprint



EMS | MC
PWW | AG VAIRKKO

 **1,500+ CUSTOMERS NATIONALLY**



↑ 5% YoY INCREASE IN COLLECTIONS

Rooted in Innovation

EMSmart™, our proprietary intelligent billing platform, provides EMS agencies with unmatched compliant revenue performance.

EMSmart™ is a rules-based processing engine that brings the best of human judgment and automation together to ensure the highest clean claim rate and cash-per-trip results.

EMSmart™ implements smart automation in key spots of the billing process



ICD-10 Coding Medical Necessity Determination Level of Service Determination Priority Determination

EMSight™, our client business intelligence portal, is your bird's-eye view into revenue, reporting, benchmarking and more.

Comprehensive Business Intelligence

Intuitive dashboard

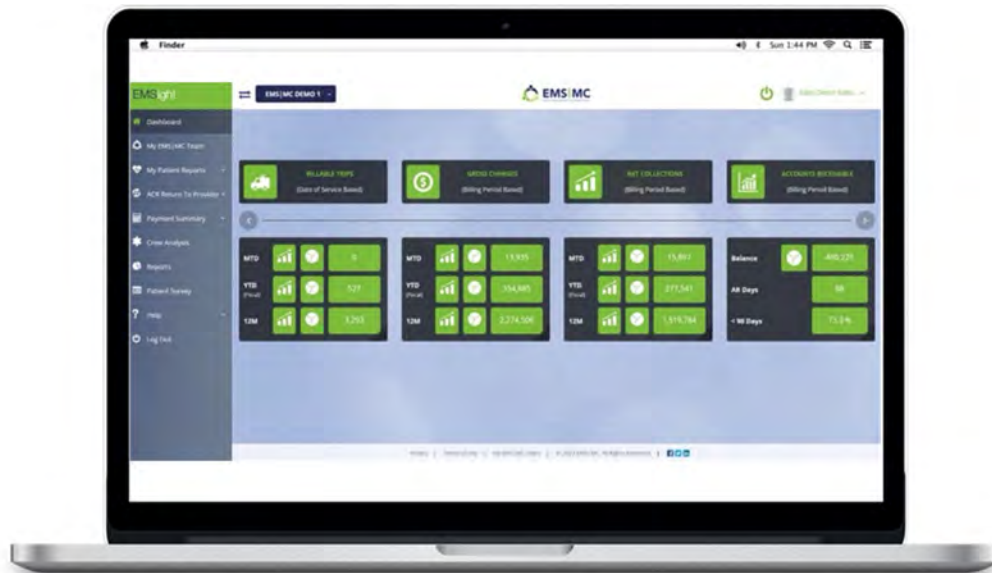
- Transports
- Charges
- Collections
- Accounts Receivable

Tailored User Experience

- Job Function Role Definition

Flexible and Transparent Reporting

- Easy Transport level detail
- Payer Mix
- Run Mix
- Payment Posting
- Payment History



Reimbursement

EMS|MC is raising the bar, providing the services and technologies that allow first responders to focus on delivering care.

Every day we deliver customized, industry-leading Revenue Cycle Management (RCM) solutions powered by our proprietary EMSmart™ billing platform to improve billing efficiency while increasing your reimbursement.

More than 1,500 EMS agencies nationwide trust EMS|MC. Our RCM solutions are proven to raise net collections above the competition.



Collections Maximization

EMS|MC's claims management methodology is a multi-step process built around our processing platform, EMSmart™. This platform delivers the industry's best rule-based process automation while retaining human judgement at the appropriate points in the billing cycle to maximize your reimbursements.

EMS|MC is the industry leader in providing HIPAA-compliant revenue cycle management that delivers optimized collections to our clients across the nation.



We've seen an increase in our collection rate, and we've been able to get new equipment as a result of it, so it's been a good partnership.

- Robert S.
Scotland County EMS



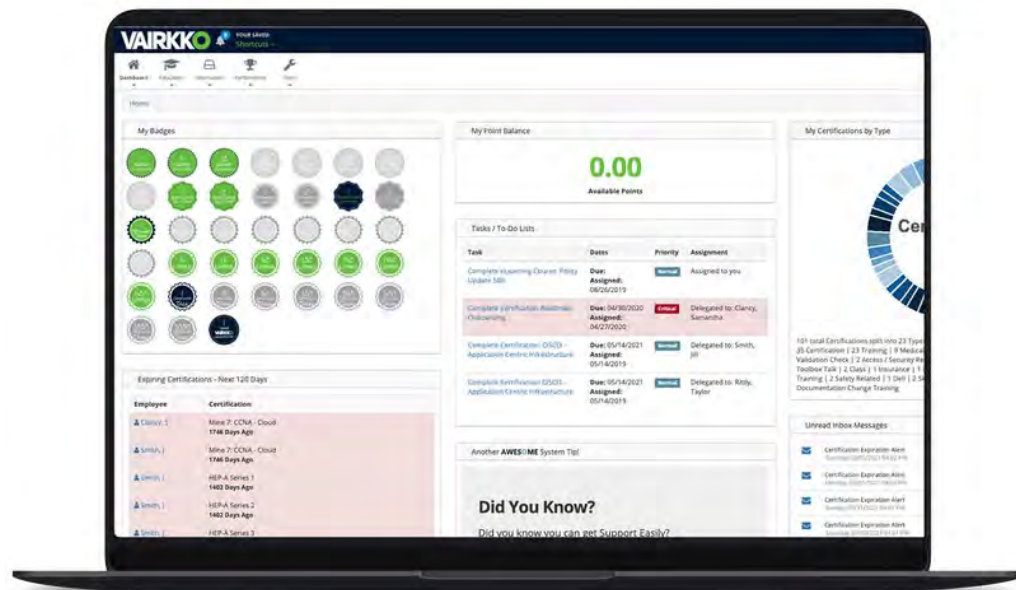
Resources

We help you manage your most valuable resource: your people. We offer tools and technologies that assist EMS and mobile healthcare organizations with core operational functions, ensuring you are staffed appropriately and with the right credentials.

Through customized resource management solutions, including our EMSmart™ platform and workforce management platform from VAIRKKO. We can provide technology that offers flexibility to manage your operations from scheduling and payroll to fleet and certification management. A VAIRKKO solution can be included in your revenue cycle management contract.

Our HR and LMS (learning management system) solutions help transform business processes and increase staff productivity through a combination of technology and human touch. You can track and manage crews to ensure you are staffed accordingly and offer ways for your team to upskill and enhance their expertise.

Through PWW|AG, our clients gain access to industry-leading, National Academy of Ambulance Compliance (NAAC), accredited education and training on topics affecting the EMS and mobile healthcare industry.



Another great resource we offer is Crew Analytics. Through our industry leading Technology, we can offer comprehensive and focused training for crew members at every level, ensuring greater depth and understanding across the board, which ultimately leads to increased revenue.

By The Numbers

2.2B

In revenue collected annually for clients

99.8%

Compliance in payment delivery

1,500

National Clients

5.5M

Transports

99.7%

Claim quality levels



Regulation

EMS|MC's consulting division, Page, Wolfberg & Wirth **Advisory Group (PWW|AG)** assesses and drives transformational change, adopting best practices to better serve patients and their communities.

PWW|AG

The team brings a deep understanding of the industry and its complexities because we've been in it for decades. With the insight and the expertise of our advisory and compliance group, we help you navigate compliance and operational challenges. PWW|AG offers a legacy in EMS and mobile healthcare, delivering a multidisciplinary approach to help tackle the challenges modern emergency and mobile healthcare agencies face today.



Doug Wolfberg - Founder/Partner



Stephen Wirth - Founder/Partner



Ryan Stark - Partner



Kim Stanley - CCO

Certification



NAAC (National Academy of Ambulance Compliance) represents the industry's "Gold Standard of Excellence" in compliance, ethics, and integrity in all facets of ambulance compliance.

NAAC provides premier training and education to ambulance billing, coding and compliance professionals and field providers through its 5 certifications, listed below.

NAAC provides industry-specific training that gives each Ambulance Biller, Compliance Officer or Privacy Officer, Documentation Specialist or Financial Officer a solid baseline of critical knowledge necessary to become well-informed, conscientious, compliant, and proficient.

EMS|MC's billing and coding staff are NAAC-certified professionals and maintain their competency through annual continuing education requirements. NAAC provides and accredits a wide range of continuing education programs throughout the year, both in classroom and online offerings. EMS|MC complies with all applicable federal, state & local laws & regulations as they apply to the services being provided, including maintaining confidentiality for all medical & patient information in accordance with HIPAA.



Why EMS|MC?

EMS|MC is the industry leader in providing EMS focused HIPAA-compliant revenue cycle management that delivers optimized collections to our clients in Iowa, and across the nation.

From our founding by a paramedic nearly three decades ago, EMS|MC stands apart from the competition by continuing to service small municipalities and rural departments, as well as innovate and grow with our partners in larger cities. EMS|MC might be the nation's premier EMS billing provider, but we have not lost touch with our roots and the personal approach we started with back in 1996.



When I think EMS|MC, I think reliability, and patient-centered, customer-centered service.

- Alan T.
Cabarrus County EMS

EMS|MC realizes the importance of the City of Ankeny's mission to compassionately provide critical medical care to your patients. Our described solution details how we provide accountable and intuitive customer service, transparent and accessible tools and technology, and a dedicated approach focused on opportunities so you can stay committed to your mission and serve your community.



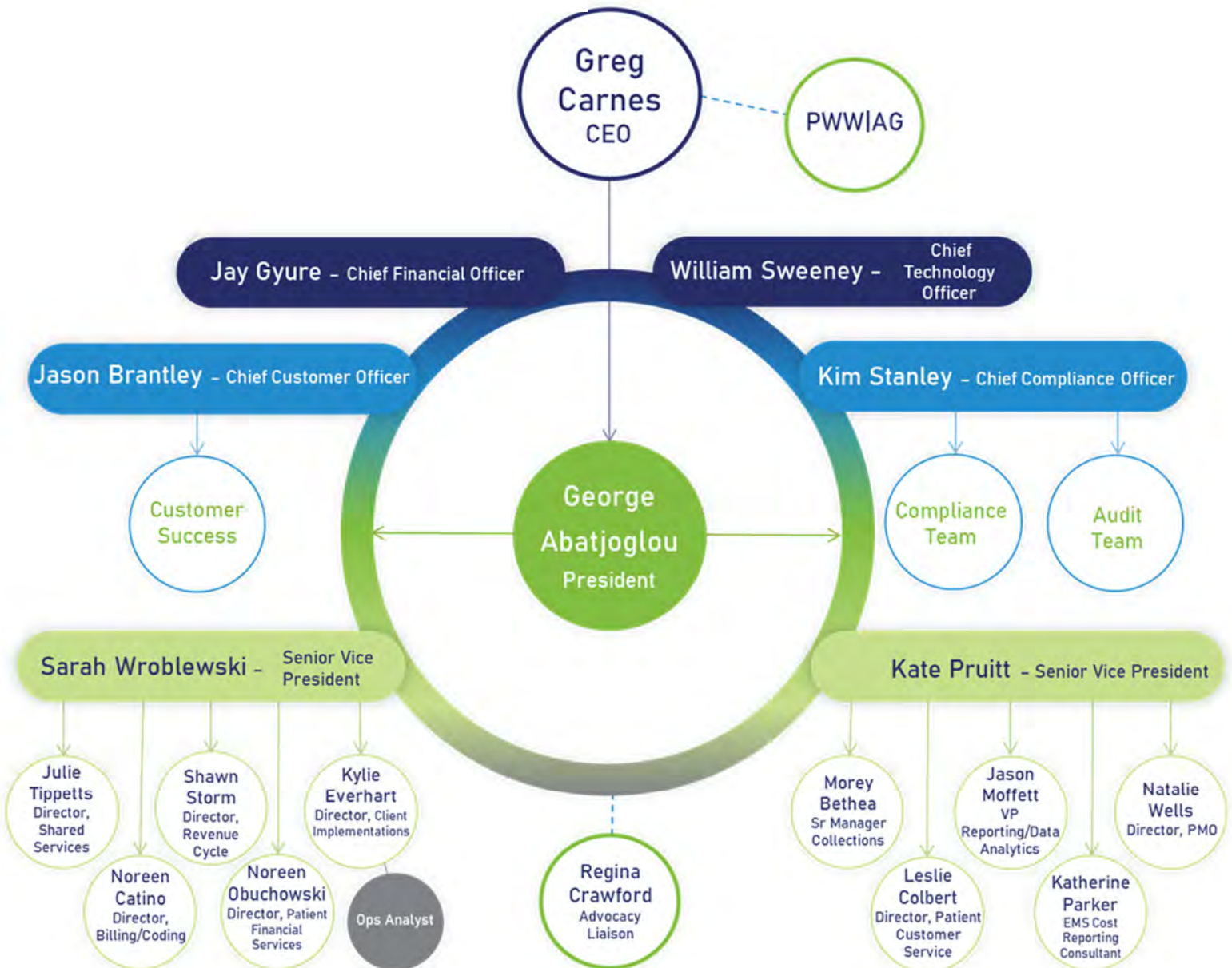
EMS|MC



Qualifications of EMS|MC Personnel

EMS|MC has a total of 536 staff members on staff spanning our six office locations. The Winston-Salem office headquarters location will be the primary servicing office for this contract. At least 15 full-time equivalent resources from our headquarters in North Carolina would be focused on core areas for the City of Ankeny such as billing, dedicated support from your Customer Success Executive, account follow-up, and other functions.

Organizational Structure

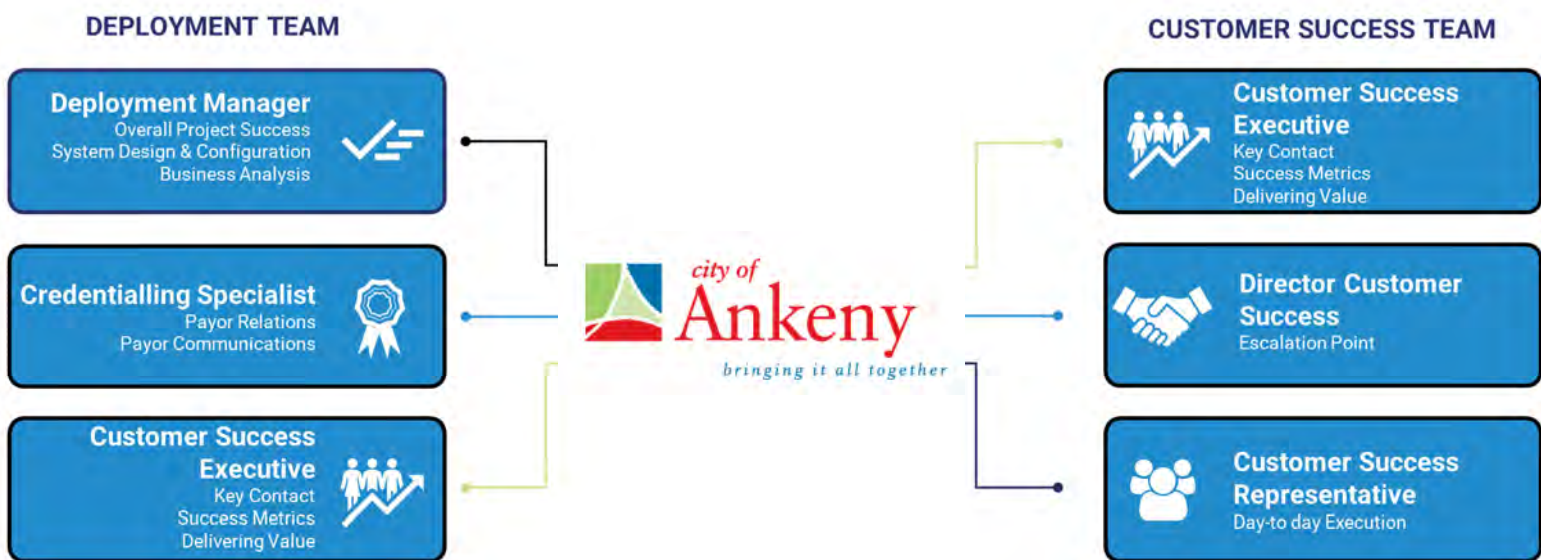


The City of Ankeny's Team

EMS|MC maintains a personal, client-focused approach, organizing our infrastructure so that the City of Ankeny has a dedicated Customer Success Executive throughout the life of the partnership as well as a Project Manager to lead the onboarding process. All current employees have been vetted through E-Verify and are monitored against the OIG Exclusion Database monthly.

We have designed our Revenue Cycle Management program to be scalable & manage our staff-to-claim ratio to ensure that we are adequately staffed to handle the increases in volume to meet the KPIs set by the City of Ankeny & EMS|MC during the deployment phase.

EMS|MC believes separation of operations achieves optimal results as it allows our robust teams to apply their specialization to our client's key value drivers.



The City of Ankeny's Customer Success Executive (CSE)

Chelsea Mock | chelsea.mock@emsmc.com | 720.838.0715

Chelsea ensures optimal performance, offers industry best practices & consults on compliance for her clients. She works closely with all the departments within EMS|MC to help the City of Ankeny maximize revenue recovery & ensure that the City has all the necessary documentation & resources for daily, weekly & monthly reconciliation.

- Education: University of Colorado
 - Bachelor's Degree in Psychology
- Experience: 9 years' experience working in healthcare/administration
 - 3 years' experience as an EMT and volunteer Firefighter in Colorado



The City of Ankeny's Project Manager (PM)

Amy Young | amy.young@emsmc.com | 336.347.9737

Amy is responsible for achieving all of the critical milestones throughout the EMStart onboarding process & will ensure that all tasks are met prior to go-live for the City of Ankeny. She will pair an encompassing project oversight with intentional internal conversation.

- Education: East Tennessee State University
 - Bachelor's and Master's degrees in Educational Medical, Technology, and Communication
-

Credentialing Team

EMS|MC's Credentialing Team ensures the filing of required forms to obtain NPIs, Medicare, state Medicaid, provider enrollment applications, on-going revalidations, as well as any other licensure needs of the City of Ankeny.

Customer Success Representative

You will rely on your Customer Success Representative on a day-to-day basis, to handle any questions or concerns that may arise.

Director of Customer Success

You will have access to our staff, organization wide, including our Director of Customer Success who is well experienced in the industry and capable of addressing client needs.



EMS|MC Leadership

In addition to a dedicated account management team, the City of Ankeny will have complete access to our CEO, President, Chief Customer Officer, Chief Compliance Officer, and/or any other executive.

Greg Carnes, Chief Executive Officer
greg.carnes@emsmc.com | 336.714.9085

Greg Carnes joined EMS|MC in October 2015, bringing more than 28 years of experience in the healthcare & government sectors. Prior to joining EMS|MC, Greg was Executive Vice President at SourceHOV. He has a vast background in operations, finance, business development, & consulting across a number of industries, with a particular focus on healthcare.

- Education: University of Michigan
 - o MBA at Wayne State University
- Experience: 25+ Years in Healthcare & Government
 - o Business unit leadership, global IT, and process solution development

George Abatjoglou, President
george.abatjoglou@emsmc.com | 781.710.3602

George joined EMS|MC in January of 2023, bringing more than 20 years of healthcare experience to the team. Prior to joining EMS|MC, George held the role of CEO at Kemberton Healthcare Services, IOD Incorporated and eWebHealth, bringing success and growth to each by leveraging his financial and operational leadership skills.

- Education: Miami University
- Experience: 20+ Years in Healthcare

Kim Stanley, CAC - Chief Compliance Officer
kim.stanley@emsmc.com | 336.714.9091

Kim Stanley was employed with Medicare as the EMS Liaison for more than a decade. Working in conjunction with CMS & various State committees, Kim developed many key reimbursement policies at both the carrier & federal levels. Kim has been with EMS|MC since 2003 & serves as the Chief Compliance Officer.

- Experience: 20+ Years in Healthcare
- State and National Advocacy reimbursement committee's contractor advisory groups
- Nationally Recognized Expert on Billing/Compliance/Medicare
 - o CAC Certified



Jason Brantley, Chief Customer Officer
jason.brantley@emsmc.com | 205.410.4345

With over two decades of experience in technology-enabled healthcare services, Jason Brantley is a seasoned leader known for his laser-like focus on delighting customers, ensuring optimized operations and better outcomes. As the Chief Customer Officer at EMS|MC, Jason oversees every facet of the customer journey, from strategic planning, sales & marketing, and customer success.

- Education: Auburn University
- Experience: 20+ Years in Healthcare
 - Technology, Sales, and Marketing



Jay Gyure, Chief Financial Officer
jay.gyure@emsmc.com | 336.575.7079

Jay joined EMS|MC in July 2017, bringing more than 25 years of financial management, project management & public accounting experience. Prior to joining EMS|MC, Jay was the Corporate Controller at Remington Outdoor Company where he was responsible for the company's accounting & specialized in the financial operations integration of over a dozen mergers & acquisitions. Prior to his tenure at Remington, Jay spent 4 years at Avery Dennison Corporation where he had various roles including Division Controller & Project Manager for an ERP systems implementation across the country.

- Education: Indiana University
- Experience: 25+ Years in Financial/Project Management, & Public Accounting
 - International integrations and acquisitions
- CPA License



William (Bill) Sweeney, Chief Technology Officer
bill.sweeney@emsmc.com | 336.701.1311

William is a seasoned leader in the technology-enabled healthcare services space. As a CTO, CIO and CISO he incorporates tried and true industry solutions, leading-edge cloud infrastructure and innovative software to create platforms and modules that drive up productivity within an envelope of security and reliability. As CTO of EMS|MC, Bill's mission is to lead the development and expansion of the EMSolutions Platform as the most compelling and impactful EMS platform in the nation.

- Education: University of Massachusetts at Amherst
- Experience: 25+ Years in Healthcare Technology
- Cisco and Microsoft Certified



Kate Pruitt, Senior Vice President of Operations

kate.pruitt@emsmc.com | 336.245.6036

As SVP, Kate oversees process efficiencies, organizational structure, call center methodology & operations management. In addition, Kate's strong leadership provides our clients with strategic oversight to onboarding & account management. She joined EMS|MC in 2005 as Operations Manager for the West Point, GA, office, formerly Ambulance Billing Consultants, Inc. Prior to EMS|MC, she served for 10 years as Director of Operations & Finance for InView, a subsidiary of InterCall, a telecommunications corporation. Kate holds her CAC certification from the NAAC & is a graduate of Troy University with a Bachelor of Science in Accounting.

- Education: Troy University
- Experience: 20+ Years in Operations & Finance
- CAC Certified

Sarah Wroblewski, Senior Vice President of Operations

sarah.wroblewski@emsmc.com | 847.791.0658

Sarah was raised with strong family ties to the fire industry and started her passion for EMS at a young age. She has spent over 25 years in revenue cycle management in various roles developing a customer-centric approach to operations. Sarah spent the last 20 years as Chief Operating Officer at Andres Medical Billing out of Illinois. In 2023, she assumed the position at EMS|MC as Senior VP of Operations focused on the Midwest Region. Sarah oversees daily operations and implementation of new clients and prioritizes efficiency.

- Experience: 25+ Years in Fire/EMS Industry
 - o Midwest Experience
 - o First Class Customer Service

Regina Godette-Crawford, Advocacy Liaison

regina.crawford@emsmc.com | 336.397.3747

Regina joined EMS|MC in January 2016 bringing over 33 years of experience in EMS regulatory oversight & administration. Regina worked for the North Carolina Office of EMS for over 22 years before retiring. She held position of Regional Specialist, which included inspections, regional exams & technical assistance to EMS providers; Regina served as an advocate for EMS providers in the state General Assembly and is a member of the Biden/Harris Ground Ambulance Patient Billing Senate Committee.

- Education: East Carolina University
 - o University of North Carolina at Greensboro
- Experience: 30+ Years in EMS Industry
- National Voice in EMS Advocacy





Client Information – Requirements B, C, D



2540 Empire Drive, Suite 100
Winston-Salem, NC 27103



info@emsmc.com



emsmc.com

Requirement B – Largest Emergency Care Entity

The following information was obtained from our largest emergency care and transportation ambulance-billing contract. Due to client confidentiality, the contact will remain anonymous.

January 1, 2022 – December 31, 2022

Total Number of Emergency-based responses billed	114,466
Total number of BLS responses billed	62,787
Total number of ALS responses billed	67,889
Total number of non-transport with medical assistance responses billed	5,770
Total number and amount billed to and collected from private insurance carriers	# of trips billed = 16,315; Gross Charges = \$30,884,350.25 Payments Received = \$16,413,199.81
Total number and amount billed to and collected from Medicare and Medicare write-offs	# of trips billed = 19,111; Gross Charges = \$33,799,479.42 Contractual Allowances = \$24,596,069.55 Payments Received = \$8,584,048.39
Total number and amount billed to and collected from Medicaid and Medicaid write-offs	# of trips billed = 1,761; Gross Charges = \$3,346,845.16 Contractual Allowances = \$2,494,719.81 Payments Received = \$433,531.72
Total number and amount billed to and collected from clients with no known insurance carrier	# of trips billed = 30,984; Gross Charges = \$57,983,036.48 Payments Received = \$1,359,779.97

January 1, 2023 – December 31, 2023

Total Number of Emergency-based responses billed	121,729
Total number of BLS responses billed	65,118
Total number of ALS responses billed	72,842
Total number of non-transport with medical assistance responses billed	5,314
Total number and amount billed to and collected from private insurance carriers	# of trips billed = 23,744; Gross Charges = \$45,408,521.59 Payments Received = \$19,608,093.46
Total number and amount billed to and collected from Medicare and Medicare write-offs	# of trips billed = 18,597; Gross Charges = \$33,506,847.90 Contractual Allowances = \$23,690,389.84 Payments Received = \$8,900,297.58
Total number and amount billed to and collected from Medicaid and Medicaid write-offs	# of trips billed = 914; Gross Charges = \$1,852,755.94 Contractual Allowances = \$1,337,117.79 Payments Received = \$267,693.96
Total number and amount billed to and collected from clients with no known insurance carrier	# of trips billed = 28,254; Gross Charges = \$53,986,362.47 Payments Received = \$964,714.07



Requirements C & D- List of all Iowa Clients/References

EMS|MC acknowledges the City of Ankeny's request for a complete list of clients. We agree to provide the City with this information upon contract award. Listed below is our confidential Iowa client list with contact information.



SIoux CITY FIRE RESCUE

Year of Project: 2023 – Present

Description: Full-service Billing and Collections

Address: 601 Douglas Street, Sioux City, IA 51101

Reference Name, Title: James Haden, Lieutenant/Medical Officer

Email Address: jhaden@sioux-city.org

Phone Number: 712.266.5038



STUART RESCUE

Year of Project: 2018 – Present

Description: Full-service Billing and Collections

Address: 211 Front Street, Stuart, IA 50250

Reference Name, Title: Sean Bovinett, EMS Director

Email Address: stuartrescue@mchsi.com

Phone Number: 515.523.2400



SERGEANT BLUFF FIRE & RESCUE

Year of Project: 2021 – Present

Description: Full-service Billing and Collections

Address: 204 Port Neal Road, Sergeant Bluff, IA 51054

Reference Name, Title: Dean Lauters, Assistant EMS Chief

Email Address: dean.lauters@gmail.com

Phone Number: 712.389.0762



DALLAS COUNTY EMS

Year of Project: 2024 – Present

Description: Full-service Billing and Collections

Address: 512 Nile Kinnick Drive South, Adel, IA 50003

Reference Name, Title: Kristin Brady, Acting Director

Email Address: Kristin.brady@dallascountyiowa.gov

Phone Number: 515.993.4506



PANORA EMS

Year of Project: 2012 – Present

Description: Full-service Billing and Collections

Address: 102 Northwest 2nd Street, Panora, IA 50216

Reference Name, Title: John Delavergne, EMS Director

Email Address: j.delavergne@panora-ems.com

Phone Number: 641.755.2885



Compliance Certificates – Requirements E & F



Proof of Medicare Regulations Attendance

Compliance is a main component of the expertise within EMS|MC and the support that we provide. Not only is EMS|MC staff up-to-date on current regulations, rules, and laws on ground ambulance transportation billing, but our team regularly provides training on this subject across the nation.

EMS|MC teaches NAAC courses, XI, and ABC360 courses three-times per year as well as many presentations at conferences regarding ambulance billing and compliance.

Proof of Medicare Ambulance Billing Seminar Attendance

EMS|MC teaches NAAC courses, XI, and ABC360 courses three-times per year as well as many presentations at conferences regarding ambulance billing and compliance.

Proof of Ground Ambulance Transportation Billing

EMS|MC teaches NAAC courses, XI, and ABC360 courses three-times per year as well as many presentations at conferences regarding ambulance billing and compliance.

Copies of Medicare Sender & Medicaid Provider Numbers

Copies of our Medicare sender and Medicaid provider numbers can be provided at the time of contract award.



HIPAA Seal of Compliance

August 9, 2023

To Whom It May Concern,

We are pleased to announce, **EMS Management and Consultants, Inc** bear the Seal of Compliance and has completed all of its required HIPAA annual audits for the year 2022, through the use of our compliance tracking solution, The Guard.

Compliance Group has issued its Seal of Compliance, verifying and validating that the organization has taken the necessary steps to demonstrate its good faith efforts to achieve compliance with HIPAA regulations.

To earn the Seal, the organization completed the following efforts:

Security Self-Audits (Security Standards, Asset and Device, Physical Site, and Security IT Risk Analysis), documented a good faith effort to comply with the administrative, physical, and technical safeguard requirements of the HIPAA Security Rule, set forth in 45 CFR 164.308, 164.310, and 164.312, respectively.

The HIPAA Privacy Standards Self-Audit, documented a good faith effort to comply with the Privacy Rule standards. The HITECH Subtitle D Self-Audit, has made a thorough, documented assessment of its preparedness for a data breach, and has documented procedures for breach notification identification, response, and remediation.

If you have any further questions about the HIPAA compliance program, or the Seal of Compliance, please reach out to sealofcompliance@compliancegroup.com.

Thank you,

Marc Haskelson

Marc Haskelson, President
Compliance Group, LLC
sealofcompliance@compliancegroup.com
855-854-472

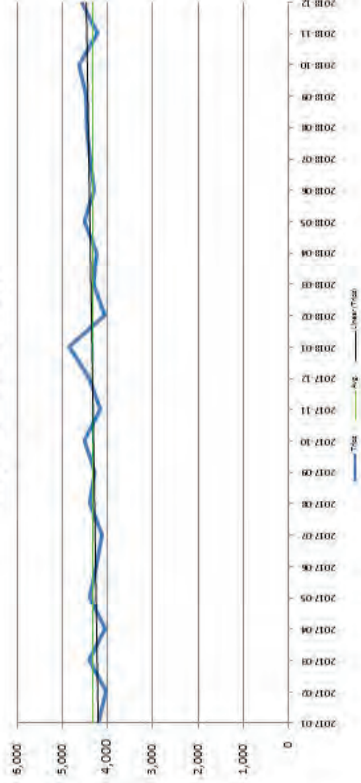


Sample Reports – Requirement G

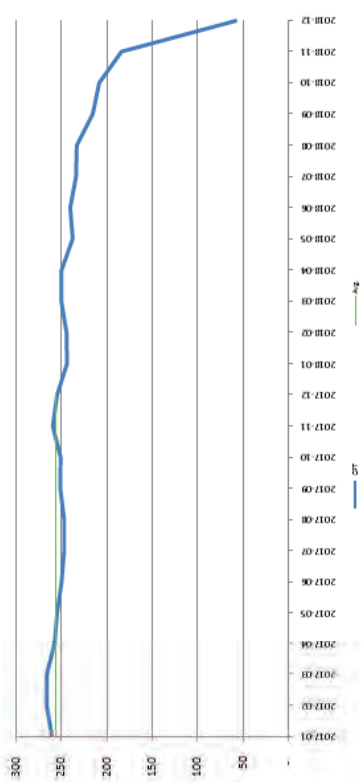


EMS | MC Sample Report Package

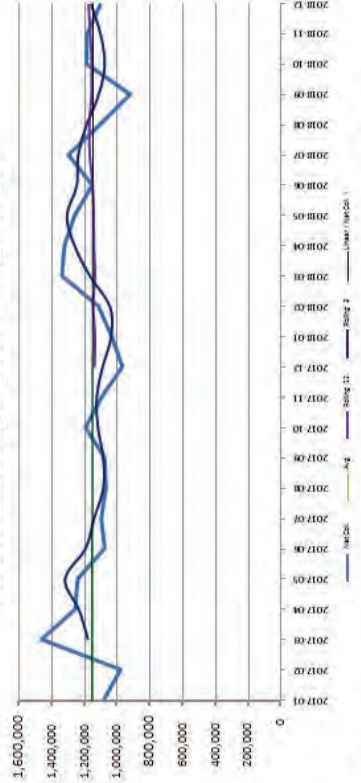
Trips by Month - DOS



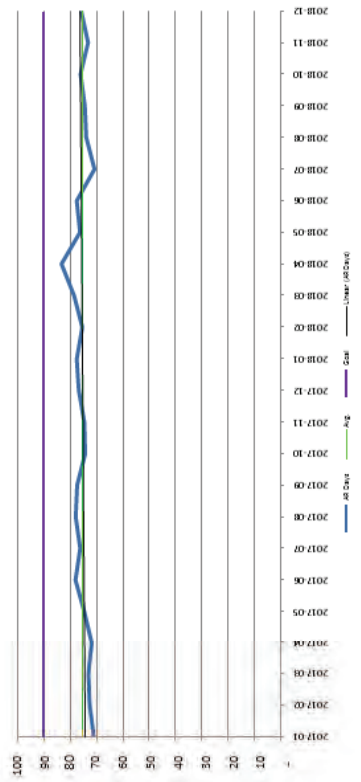
Net Collections per Trip by Month - DOS



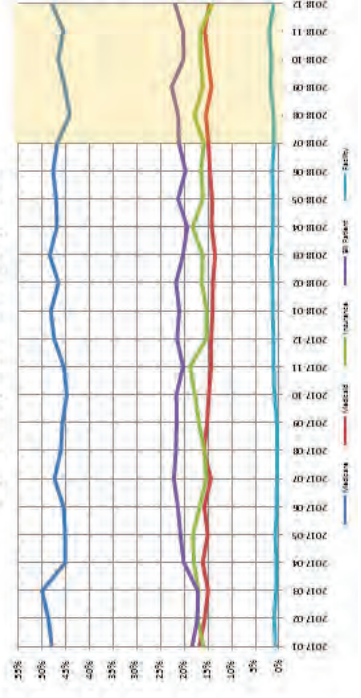
Net Collections by Month - Billing Period



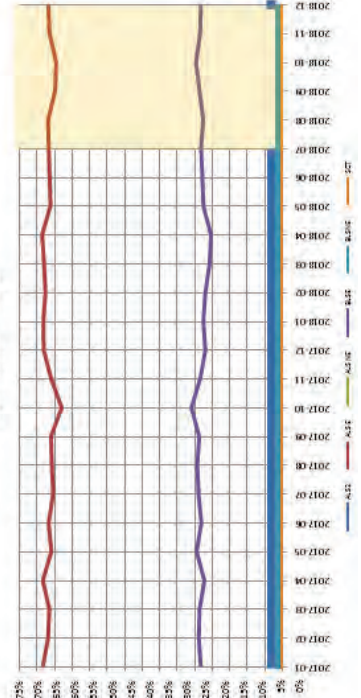
A/R Days - Billing Period



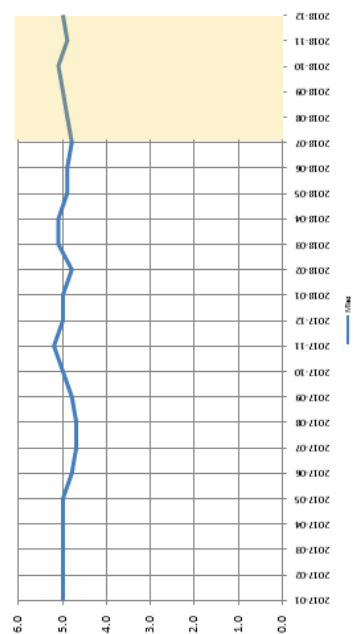
Payor Mix (Gross Charges) - DOS



Run Mix - DOS



Average Loaded Miles per Trip - DOS



	Trips	Net Coll.	CPT	AR Days
Average	4,341	1,152,004	256	76
Max	4841	1,460,759	267	83

Month	Trips	Net Coll.	CPT	AR Days
2017-01	4,196	1,085,447	261	71
2017-02	4,034	981,284	267	73
2017-03	4,405	1,460,759	267	73
2017-04	4,055	1,257,072	258	72
2017-05	4,394	1,241,931	255	75
2017-06	4,248	1,078,167	250	78
2017-07	4,122	1,088,765	247	76
2017-08	4,387	1,070,873	247	78
2017-09	4,282	1,078,596	252	77
2017-10	4,508	1,195,268	251	74
2017-11	4,161	1,096,751	260	75
2017-12	4,406	970,768	255	77
2018-01	4,841	1,036,368	244	78
2018-02	4,061	1,115,622	245	75
2018-03	4,311	1,337,945	251	79
2018-04	4,239	1,323,027	250	83
2018-05	4,508	1,260,854	238	76
2018-06	4,294	1,153,868	241	78
2018-07	4,383	1,298,461	234	71
2018-08	4,455	1,108,476	234	74
2018-09	4,466	924,013	216	74
2018-10	4,627	1,166,093	209	76
2018-11	4,219	1,184,724	184	73
2018-12	4,571	1,100,935	56	76

Credit As Type Summary Report (Deposit Date)

<u>Credit Type/Credit Code</u>	<u>Transactions</u>	<u>Dollars</u>
Payments		
Payment - Credit Card	1	94.09
Payment - Insurance	15	1,754.81
Payment - Medicare	3	0.00
Payment - Patient	7	810.88
Totals For Type	26	\$2,659.78

Company Totals

\$ 2,659.78

Payment Credits by Payor (Deposit Date)

Payment-Credit Card

Customer Name	Date of Service	Trip #	Run #	Check #	Deposit Date	Credit Amount
			56252	CC	2019-03-05	\$94.09
						94.09

Payment-Insurance

Customer Name	Date of Service	Trip #	Run #	Check #	Deposit Date	Credit Amount
			115125	0005553747	2019-03-05	\$88.63
			124755	0014733972	2019-03-05	\$96.14
			191225	001290042525202	2019-03-05	\$139.10
			191225	001290042525202	2019-03-05	\$155.86
			131529	1415870493	2019-03-05	\$170.56
			131529	1415870493	2019-03-05	\$156.86
			1507225	819059000335845	2019-03-05	\$290.16
			1507225	819059000335845	2019-03-05	\$77.38
			228954	3370549	2019-03-05	\$0.00
			118858	1415870493	2019-03-05	\$170.56
			118858	1415870493	2019-03-05	\$142.81
			56234	1415870493	2019-03-05	\$170.56
			56234	1415870493	2019-03-05	\$96.19
						1,754.81

Payment-Patient

Customer Name	Date of Service	Trip #	Run #	Check #	Deposit Date	Credit Amount
			640405	160575118	2019-03-05	\$20.00
			1663792	4254	2019-03-05	\$50.00
			1518637	369	2019-03-05	\$20.00
			746291	1757	2019-03-05	\$10.00
			1462560	0085012168	2019-03-05	\$335.88
			1678635	58863	2019-03-05	\$125.00
			154433	1202	2019-03-05	\$250.00
						810.88
					Company Subtotal:	\$2,659.78
					Total Credit Amount:	\$2,659.78

PREPARED FOR CLIENT

By:



12 MONTH DATE OF SERVICE ANALYSIS**Primary Payor Mix**

6-12 Month Mature Average

Primary Payor	% of Trips
Medicare	20%
Medicare Advantage	25%
Insurance	14%
Medicaid	17%
Medicaid MCO	0%
Patient	21%
Facility	1%
Other Govt. Payers	1%
TPL	1%

Net Collection Percentages

6-12 Month Mature Average

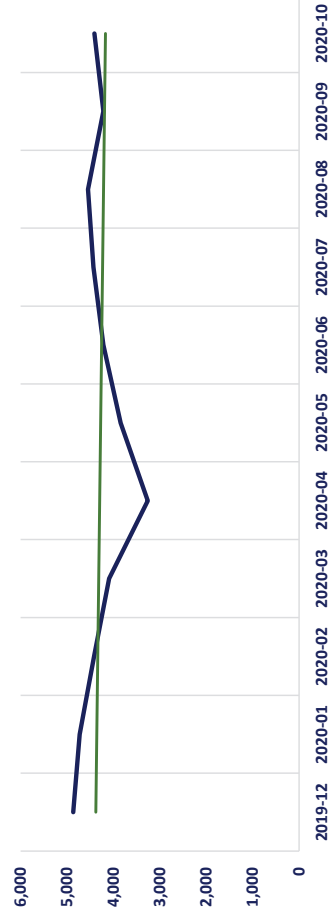
Primary Payor	Coll %
Medicare	94%
Medicare Advantage	85%
Insurance	73%
Medicaid	98%
Medicaid MCO	71%
Patient	4%
Facility	43%
Other Govt. Payers	52%
TPL	69%

Cash Per Trip

6-12 Month Mature Average

Primary Payor	CPT
Medicare	\$ 389.90
Medicare Advantage	\$ 358.26
Insurance	\$ 439.25
Medicaid	\$ 110.30
Medicaid MCO	\$ 279.43
Patient	\$ 31.12
Facility	\$ 28.61
Other Govt. Payers	\$ 403.98
TPL	\$ 572.48

DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	4,866	4,137,359.70	1,851,488.67	2,285,871.03	5,498.48	1,339,613.74	863,270.49	5,815.65	83,303.97	850.26	469.76	274.11	58.3%
2020-01	4,725	4,083,756.17	1,808,773.44	2,274,982.73	4,032.42	1,242,326.25	913,972.73	3,781.89	118,433.22	864.29	481.48	262.13	54.4%
2020-02	4,419	3,791,240.62	1,709,114.80	2,082,125.82	2,878.92	1,181,700.48	782,088.87	6,133.16	121,590.71	857.94	471.18	266.03	56.5%
2020-03	4,092	3,508,925.57	1,530,283.10	1,978,642.47	3,133.08	1,100,155.71	750,810.53	6,101.63	130,644.78	857.51	483.54	267.36	55.3%
2020-04	3,260	2,745,498.37	1,170,040.35	1,575,458.02	707.01	805,184.88	613,136.07	4,521.21	160,951.27	842.18	483.27	245.60	50.8%
2020-05	3,841	3,254,668.31	1,350,100.01	1,904,568.30	774.67	971,949.42	690,207.18	4,507.76	246,144.79	847.35	495.85	251.87	50.8%
2020-06	4,217	3,603,331.67	1,502,450.34	2,100,881.33	722.24	1,060,513.44	666,224.07	1,164.63	374,586.21	854.48	498.19	251.21	50.4%
2020-07	4,431	3,800,815.26	1,571,314.17	2,229,501.09	48.43	1,069,975.88	452,635.35	1,204.19	708,045.62	857.78	503.16	241.20	47.9%
2020-08	4,550	3,921,189.39	1,580,782.51	2,340,406.88	10.29	1,084,006.56	106,894.73	1,048.32	1,150,543.62	861.80	514.38	238.01	46.3%
2020-09	4,218	3,640,884.13	1,367,718.42	2,273,165.71	5.44	945,200.66	56,762.82	1,430.47	1,272,627.26	863.18	538.92	223.75	41.5%
2020-10	4,409	3,797,140.39	1,270,084.84	2,527,055.55	8.91	786,740.69	23,542.32	-	1,716,763.63	861.22	573.16	178.44	31.1%
2020-11	3,775	3,244,042.84	221,993.13	3,022,049.71	-	108,081.05	-	-	2,913,968.66	859.35	800.54	28.63	3.6%
Totals	50,803	43,528,852.42	16,934,143.78	26,594,708.64	17,819.89	11,695,448.76	5,919,545.16	35,708.91	8,997,603.74	856.82	523.49	229.51	43.8%

Trip Count Trend - Excluding Current Month**Average Loaded Miles**

12 MONTH DATE OF SERVICE ANALYSIS BY PRIMARY PAYOR CATEGORY

MEDICARE													
DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	1,095	971,854.58	521,359.65	450,494.93	328.43	430,670.91	18,367.78	549.29	1,677.10	887.54	411.41	392.81	95.5%
2020-01	937	851,232.84	463,348.22	387,884.62	194.94	362,446.52	19,695.26	1,032.61	6,580.51	908.47	413.96	385.71	93.2%
2020-02	858	773,125.81	415,374.19	357,751.62	159.02	338,612.89	19,191.59	2,196.05	1,984.17	901.08	416.96	392.09	94.0%
2020-03	826	740,467.03	399,320.88	341,146.15	181.75	321,983.19	14,398.79	1,519.85	6,102.27	896.45	413.01	387.97	93.9%
2020-04	614	546,867.09	292,777.28	254,089.81	55.17	239,396.62	7,969.42	1,410.71	8,079.31	890.66	413.83	387.60	93.7%
2020-05	702	624,379.89	330,520.14	293,859.75	114.91	275,687.79	10,904.31	95.42	7,248.16	889.43	418.60	392.58	93.8%
2020-06	808	719,570.79	378,724.01	340,846.78	116.00	322,493.70	11,555.71	882.14	7,563.51	890.56	421.84	398.03	94.4%
2020-07	840	750,536.03	390,413.72	360,122.31	18.08	328,180.16	8,174.60	120.08	23,889.55	893.50	428.72	390.52	91.1%
2020-08	842	755,350.54	388,448.77	366,901.77	2.28	325,900.41	3,247.58	-	37,751.50	897.09	435.75	387.06	88.8%
2020-09	786	710,049.03	350,951.17	359,097.86	0.01	294,517.86	3,896.55	191.72	60,875.16	903.37	456.87	374.46	82.0%
2020-10	843	765,041.81	348,991.50	416,050.31	-	291,933.43	-	-	124,116.88	907.52	493.54	346.30	70.2%
2020-11	714	651,669.67	67,352.02	584,317.65	-	53,813.24	-	-	530,504.41	912.70	818.37	75.37	9.2%
Totals	9,865	8,860,145.11	4,347,581.55	4,512,563.56	1,170.59	3,585,616.72	117,401.59	7,997.87	816,372.53	898.14	457.43	362.66	79.3%
MEDICARE ADVANTAGE													
DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	1,196	1,073,438.43	567,583.73	505,854.70	840.74	440,494.95	56,224.93	605.66	8,899.74	897.52	422.96	367.80	87.0%
2020-01	1,236	1,126,816.11	608,712.27	518,103.84	1,223.95	442,932.62	63,782.77	1,776.59	11,941.09	911.66	419.18	356.92	85.1%
2020-02	1,188	1,075,011.38	578,138.99	496,872.39	834.75	416,238.26	65,131.45	2,039.68	16,707.61	904.89	418.24	348.65	83.4%
2020-03	981	881,648.89	465,315.32	416,333.57	505.21	349,975.29	54,741.80	1,325.97	12,437.24	898.72	424.40	355.40	83.7%
2020-04	745	665,228.13	348,379.57	316,848.56	215.98	266,941.50	40,794.53	2,238.65	11,135.20	892.92	425.30	355.31	83.5%
2020-05	943	842,587.94	431,885.11	410,702.83	95.28	345,966.05	48,920.28	1,482.15	17,203.37	893.52	435.53	365.31	83.9%
2020-06	1,052	939,283.69	484,711.38	454,572.31	160.20	375,731.85	52,040.94	135.00	26,774.32	892.86	432.10	357.03	82.6%
2020-07	1,086	979,568.87	505,089.67	474,479.20	9.38	383,349.88	41,702.77	646.02	50,063.19	902.00	436.91	352.40	80.7%
2020-08	1,223	1,098,684.76	562,394.48	536,290.28	(0.15)	426,858.41	1,713.02	953.44	108,672.44	898.35	438.50	348.25	79.4%
2020-09	1,132	1,025,732.43	510,376.99	515,355.44	2.96	380,676.83	96.18	988.75	135,568.22	906.12	455.26	335.41	73.7%
2020-10	1,162	1,049,801.30	441,862.07	607,939.23	0.41	313,718.75	-	-	294,220.07	903.44	523.18	269.98	51.6%
2020-11	1,039	953,760.68	58,811.10	894,949.58	-	35,958.82	-	-	858,990.76	917.96	861.36	34.61	4.0%
Totals	12,983	11,711,562.61	5,563,260.68	6,148,301.93	3,888.71	4,178,843.21	425,148.67	12,191.91	1,552,613.25	902.07	473.57	320.93	67.8%
INSURANCE													
DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	625	540,272.32	161,079.51	379,192.81	1,704.43	291,313.73	67,055.06	2,738.61	21,858.20	864.44	606.71	461.72	76.1%
2020-01	624	555,465.42	155,041.15	400,424.27	1,085.44	283,072.20	84,120.47	768.65	32,914.81	890.17	641.71	452.41	70.5%
2020-02	635	551,607.44	166,349.01	385,258.43	819.20	282,955.62	72,579.21	1,817.43	30,721.83	868.67	606.71	442.74	73.0%
2020-03	598	532,155.71	169,875.59	362,280.12	969.35	271,249.19	65,842.38	1,991.56	26,210.76	889.89	605.82	450.26	74.3%
2020-04	477	412,880.22	141,845.86	271,034.36	236.18	195,323.27	40,166.17	871.85	36,180.59	865.58	407.65	407.65	71.7%
2020-05	547	483,774.57	157,950.87	325,823.70	282.20	226,300.23	47,959.23	1,998.89	53,280.93	884.41	595.66	410.06	68.8%
2020-06	577	509,911.44	157,792.79	352,118.65	0.20	234,668.25	34,923.38	141.39	82,668.21	883.73	610.26	406.46	66.6%
2020-07	593	529,283.03	171,238.35	358,044.68	20.97	231,003.61	16,496.24	438.09	110,961.95	892.55	603.79	388.81	64.4%
2020-08	606	543,660.01	151,699.25	391,960.76	8.16	214,164.62	1,186.87	94.88	176,695.99	897.13	646.80	353.25	54.6%
2020-09	640	568,588.89	105,418.62	463,170.27	2.47	172,266.67	164.45	-	290,736.68	888.42	723.70	269.17	37.2%
2020-10	616	552,939.84	64,118.18	488,821.66	8.50	104,660.12	-	-	384,153.04	897.63	793.54	169.90	21.4%
2020-11	530	459,292.16	3,174.76	456,117.40	-	2,928.70	-	-	453,188.70	866.59	860.60	5.53	0.6%
Totals	7,068	6,239,831.05	1,605,583.94	4,634,247.11	5,137.10	2,509,906.21	430,493.46	10,861.35	1,699,571.69	882.83	655.67	353.57	53.9%

12 MONTH DATE OF SERVICE ANALYSIS BY PRIMARY PAYOR CATEGORY

MEDICAID

DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	814	632,152.80	544,722.95	87,429.85	202.96	86,378.81	-	-	848.08	776.60	107.41	106.12	98.8%
2020-01	787	617,756.39	532,759.43	84,996.96	86.03	84,805.61	-	-	105.32	784.95	108.00	107.76	99.8%
2020-02	749	588,932.76	506,623.41	82,309.35	47.38	81,596.65	-	-	665.32	786.29	109.89	108.94	99.1%
2020-03	695	539,473.30	458,914.96	80,558.34	24.87	79,063.39	-	-	1,470.08	776.22	115.91	113.76	98.1%
2020-04	556	424,204.00	359,326.51	64,877.49	2.49	62,805.72	-	-	2,069.28	762.96	116.69	112.96	96.8%
2020-05	620	476,975.78	401,393.57	75,582.21	-	70,941.73	-	-	4,640.48	769.32	121.91	114.42	93.9%
2020-06	686	533,950.48	450,274.98	83,675.50	-	76,114.62	-	-	7,560.88	778.35	121.98	110.95	91.0%
2020-07	744	575,098.88	472,894.28	102,204.60	-	81,289.64	-	-	20,914.96	772.98	137.37	109.26	79.5%
2020-08	747	583,065.79	451,456.15	131,609.64	-	80,451.29	-	-	51,158.35	780.54	176.18	107.70	61.1%
2020-09	658	514,699.12	380,832.77	133,866.35	-	67,521.48	-	-	66,344.87	782.22	203.44	102.62	50.4%
2020-10	715	553,124.89	398,891.51	154,233.38	-	68,331.29	-	-	85,902.09	773.60	215.71	95.57	44.3%
2020-11	583	456,638.22	92,160.64	364,477.58	-	14,885.69	-	-	349,591.89	783.26	625.18	25.53	4.1%
Totals	8,354	6,496,072.41	5,050,251.16	1,445,821.25	363.73	854,185.92	-	-	591,271.60	777.60	173.07	102.25	59.1%

MEDICAID MCO

DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	2	1,907.56	463.92	1,443.64	-	1,443.64	-	-	-	953.78	721.82	721.82	100.0%
2020-01	1	900.82	450.41	450.41	-	450.41	-	-	-	900.82	450.41	450.41	100.0%
2020-02	1	885.58	-	885.58	-	174.00	-	-	711.58	885.58	885.58	174.00	19.6%
2020-03	3	2,449.82	1,267.06	1,182.76	-	534.58	-	-	648.18	816.61	394.25	178.19	45.2%
2020-04	3	2,841.76	2,429.51	412.25	-	412.25	-	-	-	947.25	137.42	137.42	100.0%
2020-05	2	1,819.02	1,480.70	338.32	-	338.32	-	-	-	909.51	169.16	169.16	100.0%
2020-06	3	2,582.68	1,833.25	749.43	-	749.43	-	-	-	860.89	249.81	249.81	100.0%
2020-07	3	2,974.36	1,081.27	1,893.09	-	247.81	-	-	1,645.28	991.45	631.03	82.60	13.1%
2020-08	6	4,695.90	442.49	4,253.41	-	1,103.54	-	-	3,149.87	782.65	708.90	183.92	25.9%
2020-09	3	3,237.40	770.24	2,467.16	-	2,467.16	-	-	-	1,079.13	822.39	822.39	100.0%
2020-10	6	3,363.16	-	3,363.16	-	-	-	-	3,363.16	560.53	560.53	-	0.0%
2020-11	1	981.59	-	981.59	-	-	-	-	981.59	981.59	981.59	-	0.0%
Totals	34	28,639.65	10,218.85	18,420.80	-	7,921.14	-	-	10,499.66	842.34	541.79	232.97	43.0%

PATIENT

DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	972	785,513.86	1,801.91	783,711.95	2,186.57	38,461.39	708,984.79	-	34,079.20	808.14	806.29	39.57	4.9%
2020-01	983	804,557.92	3,531.15	801,026.77	1,349.02	25,645.94	730,560.22	1.00	43,472.59	818.47	814.88	26.09	3.2%
2020-02	863	702,083.97	2,758.73	699,325.24	753.26	25,046.56	621,005.50	80.00	52,599.92	813.54	810.34	28.93	3.6%
2020-03	874	716,325.46	6,457.55	709,867.91	1,408.23	36,616.85	611,533.44	1,264.25	61,573.64	819.59	812.21	40.45	5.0%
2020-04	797	638,452.82	6,886.76	631,566.06	191.09	21,399.33	522,085.21	-	87,890.43	801.07	792.43	26.85	3.4%
2020-05	925	740,407.58	5,689.30	734,718.28	282.28	22,634.43	579,288.36	-	132,513.21	800.44	794.29	24.47	3.1%
2020-06	978	805,600.21	3,552.02	802,048.19	444.32	22,872.02	567,493.10	-	211,238.75	823.72	820.09	23.39	2.9%
2020-07	1,053	866,981.07	6,904.99	860,076.08	-	21,324.73	384,202.06	-	454,549.29	823.34	816.79	20.25	2.5%
2020-08	1,026	853,940.26	5,426.30	848,513.96	-	14,394.69	100,747.26	-	733,372.01	832.30	827.01	14.03	1.7%
2020-09	901	735,597.49	2,371.64	733,225.85	-	11,458.54	52,605.64	250.00	669,411.67	816.42	813.79	12.44	1.5%
2020-10	968	785,921.03	402.71	785,518.32	-	2,612.86	23,542.32	-	759,363.14	811.90	811.49	2.70	0.3%
2020-11	805	632,789.61	-	632,789.61	-	-	-	-	632,789.61	786.07	786.07	-	0.0%
Totals	11,145	9,068,171.28	45,783.06	9,022,388.22	6,614.77	242,467.34	4,902,047.90	1,595.25	3,872,853.46	813.65	809.55	21.61	2.7%

12 MONTH DATE OF SERVICE ANALYSIS BY PRIMARY PAYOR CATEGORY

FACILITY

DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	69	46,051.30	40,625.18	5,426.12	-	1,491.42	-	-	3,934.70	667.41	78.64	21.61	27.5%
2020-01	65	42,458.78	39,605.12	2,853.66	-	963.92	-	-	1,889.74	653.21	43.90	14.83	33.8%
2020-02	53	33,944.48	30,415.84	3,528.64	-	2,032.98	-	-	1,495.66	640.46	66.58	38.36	57.6%
2020-03	37	24,418.22	19,672.68	4,745.54	-	2,852.46	-	-	1,893.08	659.95	128.26	77.09	60.1%
2020-04	21	12,573.52	11,289.80	1,283.72	-	413.38	870.34	-	-	598.74	61.13	19.68	32.2%
2020-05	26	16,317.34	16,317.34	-	-	-	-	-	-	627.59	-	-	0.0%
2020-06	38	24,385.55	21,787.65	2,597.90	-	(77.72)	-	-	2,675.62	641.73	68.37	(2.05)	-3.0%
2020-07	28	17,987.28	16,200.16	1,787.12	-	668.14	-	-	1,118.98	642.40	63.83	23.86	37.4%
2020-08	31	18,926.40	16,970.92	1,955.48	-	-	-	-	1,955.48	610.53	63.08	-	0.0%
2020-09	23	15,142.70	12,355.70	2,787.00	-	1,094.68	-	-	1,692.32	658.38	121.17	47.59	39.3%
2020-10	17	12,185.95	10,825.31	1,360.64	-	-	-	-	1,360.64	716.82	80.04	-	0.0%
2020-11	31	21,891.20	-	21,891.20	-	-	-	-	21,891.20	706.17	706.17	-	0.0%
Totals	439	286,282.72	236,065.70	50,217.02	-	9,439.26	870.34	-	39,907.42	652.12	114.39	21.50	18.8%

OTHER GOVT. PAYERS

DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	54	50,333.11	10,435.42	39,897.69	(13.54)	27,077.63	7,116.28	1,220.35	6,937.67	932.09	738.85	478.84	64.8%
2020-01	54	50,524.93	4,544.49	45,980.44	89.92	23,253.31	4,311.81	-	18,325.40	935.65	851.49	430.62	50.6%
2020-02	40	37,166.12	7,814.57	29,351.55	88.19	14,067.56	3,265.06	-	11,930.74	929.15	733.79	351.69	47.9%
2020-03	50	46,601.66	6,759.90	39,841.76	34.53	19,345.16	1,250.04	-	19,212.03	932.03	796.84	386.90	48.6%
2020-04	33	29,753.14	5,657.64	24,095.50	-	10,795.04	151.46	-	13,149.00	901.61	730.17	327.12	44.8%
2020-05	50	45,484.68	3,087.44	42,397.24	-	16,092.79	-	931.30	27,235.75	909.69	847.94	303.23	35.8%
2020-06	52	47,048.72	2,473.71	44,575.01	-	17,576.12	210.94	-	26,787.95	904.78	857.21	338.00	39.4%
2020-07	54	49,998.64	7,014.09	42,984.55	-	13,676.83	253.76	-	29,053.96	925.90	796.01	253.27	31.8%
2020-08	46	41,254.94	3,542.34	37,712.60	-	16,611.32	-	-	21,101.28	896.85	819.84	361.12	44.0%
2020-09	53	48,004.40	3,825.19	44,179.21	-	9,172.53	-	-	35,006.68	905.74	833.57	173.07	20.8%
2020-10	59	56,255.51	4,993.56	51,261.95	-	4,583.42	-	-	46,678.53	953.48	868.85	77.69	8.9%
2020-11	42	38,669.99	494.61	38,175.38	-	494.60	-	-	37,680.78	920.71	908.94	11.78	1.3%
Totals	587	541,095.84	60,642.96	480,452.88	199.10	172,746.31	16,559.35	2,151.65	293,099.77	921.80	818.49	290.62	35.5%

TPL

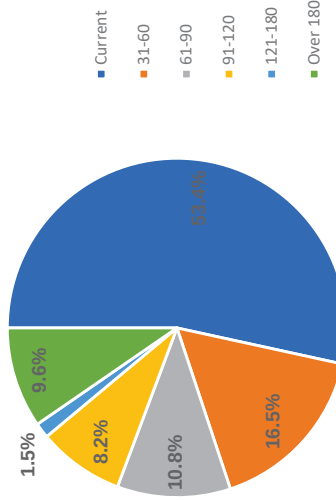
DOS	Trip Count	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Balance Due	Gross Chg/Trip	Net Chg/Trip	Cash/Trip	Net Coll %
2019-12	39	35,835.74	3,416.40	32,419.34	248.89	22,281.26	5,521.65	701.74	5,069.28	918.87	831.27	553.32	66.6%
2020-01	38	34,042.96	781.20	33,261.76	3.12	18,755.72	11,502.20	203.04	3,203.76	895.87	875.31	488.23	55.8%
2020-02	32	28,483.08	1,640.06	26,843.02	177.12	20,975.96	916.06	-	4,773.88	890.10	838.84	655.50	78.1%
2020-03	28	25,385.48	2,699.16	22,686.32	9.14	18,535.60	3,044.08	-	1,097.50	906.62	810.23	661.99	81.7%
2020-04	14	12,697.69	1,447.42	11,250.27	6.10	7,697.77	1,098.94	-	2,447.46	906.98	803.59	549.84	68.4%
2020-05	26	22,921.51	1,775.54	21,145.97	-	13,988.08	3,135.00	-	4,022.89	881.60	813.31	538.00	66.2%
2020-06	23	20,998.11	1,300.55	19,697.56	1.52	10,385.17	-	6.10	9,316.97	912.96	856.42	451.26	52.7%
2020-07	30	28,387.10	477.64	27,909.46	-	10,255.08	1,805.92	-	15,848.46	946.24	930.32	341.84	36.7%
2020-08	23	21,610.79	401.81	21,208.98	-	4,522.28	-	-	16,686.70	939.60	922.13	196.62	21.3%
2020-09	22	19,832.67	816.10	19,016.57	-	6,024.91	-	-	12,991.66	901.49	864.39	273.86	31.7%
2020-10	23	18,506.90	-	18,506.90	-	900.82	-	-	17,606.08	804.65	804.65	39.17	4.9%
2020-11	23	22,130.30	-	22,130.30	-	-	-	-	22,130.30	962.19	962.19	-	0.0%
Totals	321	290,832.33	14,755.88	276,076.45	445.89	134,322.65	27,023.85	910.88	115,194.94	906.02	860.05	415.61	48.3%

OUTSTANDING AR AGING BY PAYOR CATEGORY

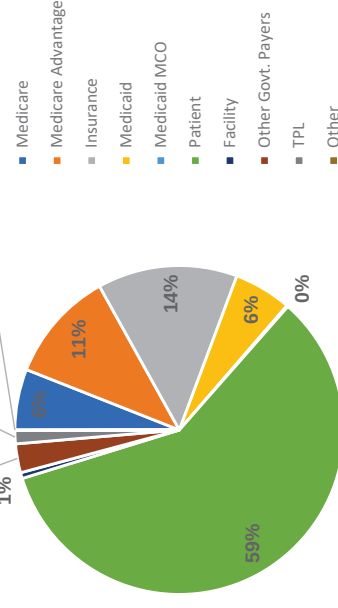
AGING BY AGING DATE & CURRENT PAYOR

Current Payor	Current	31-60	61-90	91-120	121-180	Over 180	Total
Medicare	583,593.07	9,432.88	6,967.38	5,231.92	608.31	2,883.94	608,717.50
Medicare Advantage	939,116.23	114,729.08	27,510.71	9,345.13	6,992.37	14,548.07	1,112,241.59
Insurance	958,757.43	296,375.86	99,302.88	37,728.87	(833.72)	7,903.11	1,399,234.43
Medicaid	387,036.42	97,855.15	48,605.53	29,908.11	6,236.80	5,761.88	575,403.89
Medicaid MCO	5,320.66	4,131.10	2,582.34	1,076.76	-	-	13,110.86
Patient	2,239,334.06	1,073,442.67	867,341.37	738,055.24	129,397.12	926,208.72	5,973,779.18
Facility	24,804.38	3,782.95	5,225.00	2,917.26	4,808.45	17,153.05	58,691.09
Other Govt. Payers	185,004.40	55,146.85	37,492.22	9,037.01	(1,172.64)	2,716.18	288,224.02
TPL	107,653.17	19,416.58	3,277.21	2,951.76	1,749.82	(975.23)	134,073.31
Other	(3,267.69)	-	-	-	-	-	(3,267.69)
Total	5,427,352.13	1,674,313.12	1,098,304.64	836,252.06	147,786.51	976,199.72	10,160,208.18

AR Aging Percent



AR by Payor Category



ACCOUNTS RECEIVABLE RECONCILIATION REPORT

For Account Period Ending: November 30, 2020

Month	Beginning A/R	Gross Charges	Contr Allow	Net Charges	Rev Adj	Payments	Write Offs	Refunds	Ending A/R
2020-01	10,194,366.17	3,927,941.46	1,900,926.66	2,027,014.80	14,941.31	1,313,853.46	930,203.40	(3,594.60)	9,965,977.40
2020-02	9,965,977.40	3,938,512.10	1,751,167.66	2,187,344.44	11,548.77	1,224,081.19	879,431.38	(8,981.30)	10,047,241.80
2020-03	10,047,241.80	3,270,352.38	1,777,132.96	1,493,219.42	11,588.98	1,517,481.16	418,946.92	(4,014.21)	9,596,458.37
2020-04	9,596,458.37	2,917,117.96	1,512,767.03	1,404,350.93	10,709.82	1,247,019.39	604,836.91	(9,246.93)	9,147,490.11
2020-05	9,147,490.11	3,204,673.70	1,292,727.88	1,911,945.82	13,761.39	1,051,295.84	835,751.98	(9,614.82)	9,168,241.54
2020-06	9,168,241.54	3,429,246.53	1,440,703.34	1,988,543.19	13,775.13	1,207,008.94	816,904.08	(14,787.73)	9,133,884.31
2020-07	9,133,884.31	4,003,533.45	1,714,859.15	2,288,674.30	12,954.40	1,313,061.31	604,659.01	(12,575.88)	9,504,459.77
2020-08	9,504,459.77	3,713,369.30	1,436,891.14	2,276,478.16	14,962.52	1,207,315.33	814,557.81	(11,131.77)	9,755,234.04
2020-09	9,755,234.04	3,814,419.88	1,648,131.11	2,166,288.77	15,353.60	1,236,119.17	721,198.65	(12,158.04)	9,961,009.43
2020-10	9,961,009.43	3,669,435.07	1,529,566.30	2,139,868.77	14,581.59	1,206,889.12	778,095.37	(5,226.22)	10,106,538.34
2020-11	10,106,538.34	3,510,325.86	1,513,847.17	1,996,478.69	7,249.42	1,183,501.35	757,928.98	(5,870.90)	10,160,208.18
FY Total	10,194,366.17	39,398,927.69	17,518,720.40	21,880,207.29	141,426.93	13,707,626.26	8,162,514.49	(97,202.40)	10,160,208.18



Proposed Timetable – Requirement H



Implementation

Day 0 -7

Initiation

- Kick - Off Meeting
- New Customer Questionnaire
- New Customer Checklist
- Project Plan Review
- Communication Plan Finalized

Day 15-40

Configuration

- ePCR Access & Configuration
- IT Systems Setup
- Billing System Setup
- Payor Enrollment
- Customer Specifications
- Deposit Method
- Collections, DSO, Wage Garnishment, Reconciliation and Reporting

Day 60

Go-Live

- KPI and Metric Assurance



Day 8 - 14

Analysis

- Customer Questionnaire Review
- Customer Documentation Review

Day 41-59

Testing & Training

- EMScholar
- ePCR Import Test
- Internal Customer Specification Training

Day 121+

Sustainability

- Post Go-Live Handoff to Customer Success
- Ongoing Support & Training
- Business Reviews Monthly
- Onsite Quarterly
- EMScholar Support





Scope of Work – Requirement I



Scope of Work Agreement

EMS|MC will meet & exceed the needs of the City of Ankeny. EMS|MC offers a customized “best practice” approach to each client at an all-inclusive rate. Our emphasis on technology & applications, based on client needs, helps us deliver the highest quality of service and performance so that your team can compassionately provide critical medical care to your community.

Scope of Services – General Information	EMS MC Complies	Page Number
1. Electronic Claims		
A. Vendor shall have a current Medicare Sender Number and Medicaid Provider Number.	Yes	24
B. Vendor shall have the capability of electronically transmitting claims to Medicare and Medicaid of Iowa.	Yes	53
C. Vendor shall indicate if they are filing electronically for any service at this time and how other types of insurance filing will be handled.	Yes	56
D. Vendor shall be capable of filing paper claims for Medicare and Medicaid requests.	Yes	56
E. The successful vendor will be required to collect the patient's signature in cases where the City's EMS was unable to obtain the patient's signature during transport (if required). The record of this signature will be maintained by the successful vendor for review by Medicare auditors.	Yes	58
F. The successful vendor will be responsible for requesting and obtaining from the AFD all required documentation for handling insurance reviews and/or hearings.	Yes	57
G. Preference will be given to a vendor with the capability to get data from Image Trend Elite Software.	Yes	56
H. National EMS Information System (NEMSIS) reporting standards will be followed for data provided to selected vendor.	Yes	56
2. Invoicing		
A. The successful vendor must file customer insurance claims within five (5) business days from receipt of transport information from the City's EMS responses.	Yes	58
B. The successful vendor must invoice EMS customers a minimum of three times in the first 90 days for any unpaid balance.	Yes	58
C. The customers must be invoiced at least once every thirty (30) days after the first month. The customer's invoice should include a summary of the amount paid by the insurance company, as well as what is due from the customer. The invoice should include an aging of the balance due.	Yes	58



D. The successful vendor will be responsible for rebilling the insurance company for its portion of a bill if the claim is not paid in accordance with the City's terms. If correspondence to the insurance company is required, a copy of the correspondence will go to the customer.	Yes	60
3. Non-Deliverable/Returned Mail		
A. The successful vendor will be responsible for processing all returned mail that originates from their mailings.	Yes	57
B. This mail must be opened and date-stamped on the date of receipt.	Yes	57
C. Mail must be processed within five (5) business days.	Yes	57
D. The successful vendor will aggressively attempt to identify the proper address of the patient for billing purposes.	Yes	57
4. Accounts Receivable		
A. The successful vendor must collect from the patient, or the patient's insurance, all legally collectable amounts. All Medicare and Medicaid regulations governing collection of the accounts due must be adhered to.	Yes	55
B. The successful vendor must establish a business relationship with the local Medical Center Emergency Department or Medical Records Department for non-identified insurance carrier information.	Yes	55
C. After 120 days from invoice date, all accounts with no payment activity that have little or no immediate prospect for payment will be turned over to the City for collection. The successful vendor must make every effort possible to make collection within the 120 days without jeopardizing the good will of the City, and in compliance with all applicable federal, state and local laws and regulations, including without limitation, those regulating debt collection, privacy and confidentiality requirements.	Yes	55-67
D. As part of the collection of accounts receivable, the successful vendor will be required to pay for all postage, computer equipment, billing software, computer supplies, envelopes, letterhead, insurance claim forms and all other supplies needed to collect the amount due.	Yes	55
E. The successful vendor will submit a monthly "summary of activity report" covering the accounts receivable. This report will include, at a minimum, the totals of charges, receipts, adjustments, and the ending accounts receivable balance during the period covered by the report. These reports must be submitted to the Finance Department and the AFD.	Yes	61-67



F. A report detailing patient accounts and the aging of accounts receivable is to be submitted on a monthly basis to the Finance Department and AFD. This report is to include, at a minimum, the patient name, date of service, and the total amount due, aged from current to 120 days in increments of 30 days.	Yes	61-67
G. The City expects to have online access to view patient accounts and payment information.	Yes	61-67
5. Third Party Billing		
A. The successful vendor will be required to bill the patient's secondary insurance (if applicable).	Yes	55
B. The successful vendor will be responsible for collecting the information from the patient if the information provided by the AFD is incomplete.	Yes	55
C. The successful vendor will be required to provide to Medicare the appropriate Medigap Numbers for electronic transmission of secondary claims (if applicable).	Yes	55
6. Medicare Appeals		
A. The successful vendor must make application on behalf of the patient for the first appeal related to a Medicare denial that reasonably will produce revenue, with additional documentation (i.e. emergency department physician notes). The successful vendor will be required to acquire and submit the necessary documentation on behalf of the patient as part of the application process.	Yes	75
7. Medicaid Payments		
A. The City recognizes that under Medicaid guidelines, the City cannot pursue the Medicaid recipient for any balances remaining after Medicaid has made payment. The City will not require prior approval for this type of write off; however, the successful vendor will include in detail, the Medicaid write-offs on a monthly basis with the monthly reports to the Finance Department and the AFD.	Yes	61-67
8. GEMT		
A. The City participates in the Ground Emergency Medical Transportation program (GEMT) with the State of Iowa. The successful vendor must be able to help the City optimize revenue, maximize reimbursement, and maintain compliance with this program. It is preferred that the vendor is able to provide this service to include completing	Yes	3; 75-80

cost reports and other associated requirements, while working cooperatively with the City.		
9. Hardship Cases		
A. The City recognizes the possibility that some EMS customers may experience a legitimate financial hardship, and would suffer an undue burden, in being expected to pay an ambulance transport bill in its entirety and/or unpaid insurance balances. The successful vendor will be required to obtain from the individuals qualifying for a hardship case review, all pertinent information necessary for the City to approve or deny a hardship write-off.	Yes	55
10. Deposits		
A. Mailed payments will utilize a lock box system to speed payment receipt. The successful vendor will receive payment information from the lockbox processor so payments can be posted to patient accounts. Any additional account correspondence received in the lockbox will be forwarded to the successful vendor. The costs of the lockbox system will be borne by the City.	Yes	55
B. Credit card payments can be processed various ways. Currently, credit card payments are taken by the City and the funds are settled into our bank account daily. Detail your preferred process for collections via credit card.	Yes	55
11. Receipt Posting		
A. The routine accounting functions, including posting charges, receipts and account balances must never exceed 24 hours from receipt of information.	Yes	61-67
B. Any refunds due on accounts that result from overpayments must be securely communicated to the City on a weekly basis for processing.	Yes	61-67
C. Failure to consistently comply with the above posting requirements will result in a delay of payment of fees to the vendor until patient accounts are brought current.	Yes	61-67
12. Right to Audit		
A. The successful vendor must make available to the City auditor's all records that pertain to the City's business.	Yes	75-80
B. The successful vendor will be required, upon notice, to allow the City and its authorized agents the right to audit, inspect and copy all such records and documentation as often as the City deems necessary during the contract period established; and during the period of five (5) years thereafter. Such activity will be conducted during normal	Yes	75-80

business hours and at the expense of the City. The City will retain ownership of all such records.		
C. Annually, the vendor must submit to the City an audit covering all billings prepared by the vendor from call reports received from the City and all revenue received and deposited for the City from such billings. This audit will be prepared, at the expense of the vendor, by a Certified Public Accountant.	Yes	75-80
13. Professional Billing – Accounting Procedures		
A. The successful vendor will be expected to adhere to generally accepted accounting principles in order to insure the establishment of an efficient billing, collection and recording system that is easily understood and audited.	Yes	75-80
14. Maintenance of Records		
A. The successful vendor must keep and maintain adequate records of work, information, expenses, costs, invoices and materials provided and performed pertaining to the City's EMS ambulance transport billing. These records must be maintained during the contract period and for a period of five (5) years thereafter. At the point in which this agreement is terminated, the data must be returned to the City in an agreed upon file format and delivery method.	Yes	61-67; 82-85
15. Request for Payment		
A. The successful vendor must invoice the City for services performed on a monthly basis. The invoice must be accompanied by a collections report for the period for which the successful vendor is seeking payment. Payment will be made only for services performed within the previous complete month.	Yes	61-67
16. Software Requirements		
A. All computer data/information concerning work performed under this proposal; including, but not limited to, patient information and balances due; will remain the property of the City at all times. Further, the successful vendor must agree to surrender any and all information concerning work performed under this proposal (written and electronic format) at the termination of this contract by either party.	Yes	82-85
B. The following features are required to be available through the billing software:	Yes	61-67



1. Electronic Remittance Notification (ERN). This program is to provide paid and denied assigned paper and electronic claim information from Medicare. 2. Electronic Claim Status (ECS). This program is to provide a report which shows the status of all the outstanding paper and electronic assigned claims in the Medicare B processing system. 3. Electronic Rejects. This program is to provide a report of all claims from the previous day's transmission that were rejected on the front end of the Medicare B processing system. 4. The software must have the capability of producing daily and monthly reports; and to electronically file claims to Medicare, Medicaid, Blue Cross Blue Shield (BCBS) and other agencies. 5. The software should include an accounts receivable function capable of following up with balance due from customers and insurance companies. 6. The system should produce monthly statements that show the amount due from the customer and insurance company. 7. There should be collection notices (letters) available by specific customer that can be user-defined.		
C. The AFD currently uses Image Trend Elite software to record EMS incident data. It is anticipated there will be additional upgrades to the software during the duration of this contract. The successful vendor will be required, at their expense, to have appropriate billing software compatible with the AFD's system.	Yes	56
D. The successful vendor will be required to submit a system disaster recovery plan, as well as a full description of system backup and recovery plans.	Yes	Will Provide upon request
17. Professional Interagency Communications		
A. The successful vendor will, at all times, maintain an ongoing professional and courteous working relationship with the City's customers and City, including all respective departments and divisions (Fire Department, Finance Department, City Manager, and City Clerk).	Yes	15-19
18. Customer Communications		
A. All written or verbal communications between the successful vendor and the EMS customer (patient or legal	Yes	69-73



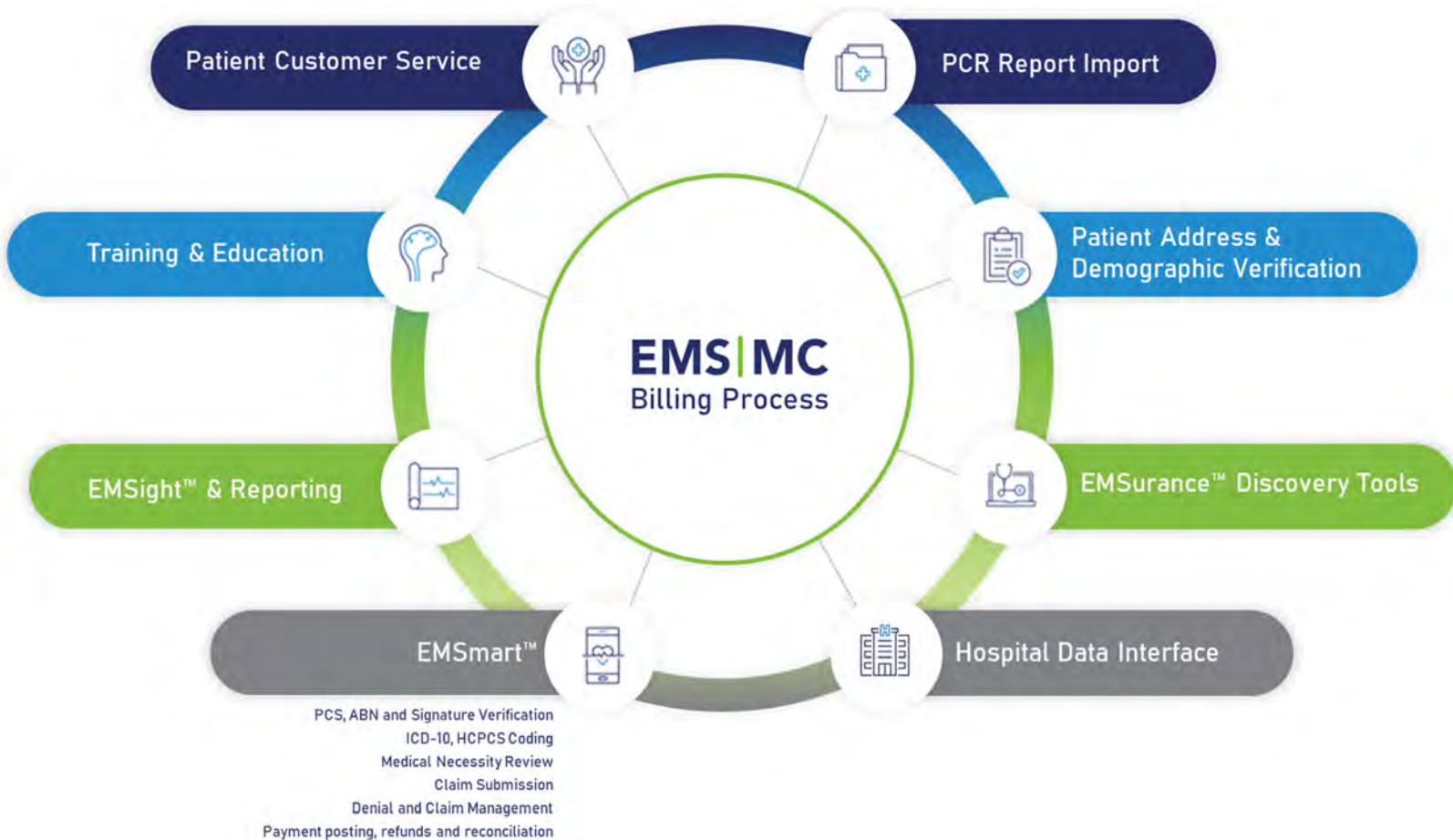
guardian) will be conducted in a <i>professional and courteous manner</i> .		
19. Meetings		
A. The successful vendor will be expected to meet in Ankeny, Iowa with City personnel or authorized agents semi-annually or at either party's request. The successful vendor will be responsible for any expenses incurred to attend these meetings. Special meetings may be held at the successful vendor's location at times agreeable to both parties.	Yes	15
20. Reports Request		
A. All written requests for ambulance transport records/reports by customers, legal guardians of patients, attorneys, law enforcement agencies, insurance companies, court subpoenas, notarized statements, physicians, or medical facilities are to be forwarded immediately to the AFD.	Yes	61-67
B. All verbal requests for ambulance transport records/reports are to be denied.	Yes	61-67
C. The successful vendor will advise all callers of the appropriate procedures (as established by the City) to follow in obtaining EMS transport records/reports.	Yes	61-67
21. Education		
A. The successful vendor will be required to provide in-service training for AFD staff on report writing to meet Medicare requirements. The in-service training will be held on the premises of the AFD or other designated location by the AFD on a quarterly basis; or as deemed necessary by the AFD. This in-service training may be coordinated with the date of the administrative meeting described above and may require training over a three-day period.	Yes	89-94
B. The successful vendor will be responsible for providing the AFD with any information update that is deemed pertinent to ambulance billing (i.e., Medicare and Medicaid billing charges).	Yes	89-94
C. The successful vendor will be responsible for providing the AFD with working documentation and training on ambulance transport records that would facilitate reimbursement by third party payer.	Yes	89-94
D. The successful vendor will be responsible for providing the AFD staff with training to keep current our policies and practices regarding billing and revenue.	Yes	89-94

22. Service Start-Up Date		
A. The City requires that the successful vendor have the billing service software in place and fully operational by October 1, 2024.	Yes	55; 95
23. Subcontracting		
A. No portion of the services required under this RFP and the resulting contract may be subcontracted without the prior written approval by the City.	Yes	N/A
24. Term of Contract/Termination of Contract		
A. This contract will be awarded to the successful vendor for the period of October 1, 2024, to June 30, 2027 with three-twelve (12) month renewals if mutually agreeable to both the City and the vendor. The City reserves the right to terminate this contract, or any part of this contract, upon thirty (30) days' written notice. In case of such termination, the vendor shall be entitled to receive payment from the City for work completed to date in accordance with the terms and conditions of this contract. In the event that this contract is terminated due to vendor's default, the City shall be entitled to purchase substitute items and/or services elsewhere and charge the vendor with any or all losses incurred, including attorney's fees and expenses.	Yes	N/A
25. Contract Price		
A. The City desires an all-inclusive pricing structure for performing the services based on a percentage of collections. The rate will be listed as a percentage based on the net amount of money collected (total collections less refunds and credits). After the initial term of the contract has expired, the vendor and the City may renegotiate the percentage of payment.	Yes	98



How We Bill

EMS|MC knows billing. We have developed a multi-step claims management process with a focus on automation that minimizes human “touch points” & increases approved claims. We have teams in every category of the billing process providing diligence around persistent follow-up, ensuring separation of operations.



The above EMS|MC graphic depicts a condensed breakdown of our process. The following pages will provide detail on each step - *PCR Report Import*, *Patient Address & Demographic Verification*, *EMSurance Discovery Tools*, *Hospital Data Interface*, *EMSmart*, *EMSight & Reporting*, *Training & Education*, and *Patient Customer Service* - ensuring compliant & successful billing for the City of Ankeny.



Electronically Transmitting Claims & ImageTrend – Requirements J & K

PCR Report Import

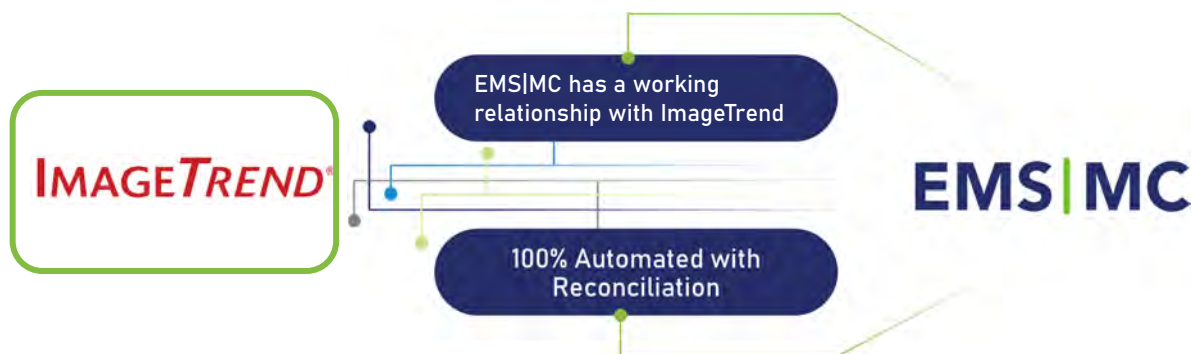
The claims coding & billing process for all payors begins with the Import of PCRs. The patient narrative is a critical element in determining coding decisions & is imported into the EMS|MC billing system where a billing specialist will review & make coding decisions based on the information contained in the PCR.



ePCR Partnerships

EMS|MC's established ePCR vendor partnerships utilize automation designed to provide minimal manual intervention by both clients & the EMS|MC team – thus reducing the opportunities for human error & denied claims. The City of Ankeny is guaranteed efficient & accountable imports of the electronic Patient Care Records (PCR), & EMS|MC will provide an Import Confirmation Report (ICR).

EMS|MC & ePCR Partnership ensures reconciliation for the City of Ankeny. EMS|MC's data management team has a proven track record of success for each of our clients, ensuring that our data transmission process is consistent and stable. EMS|MC currently has 300+ active clients and is processing over 235K claims with ImageTrend annually.



EMS|MC Imports over 5.5 Million Transports Annually



Patient Address & Demographic Verification

Once imported, our certified coders then review the entire patient record, and educated decisions are made regarding the appropriate ICD-10 code to apply, based on knowledge of regulations & payor-specific guidelines. At EMS|MC, we maintain that it is in the best interest of our clients that our team carefully reviews each claim, never relying solely on technology to make key coding decisions.

Upon completion, all claims are processed through our automated quality check. This audit process uses logic to identify potential errors that could lead to denials/rejections, correcting them accordingly before the claim is submitted to the appropriate payor. EMS|MC's management of call reports that lack sufficient information begins during the initial billing process. EMS|MC staff reviews each portion of the transport, including all attachments & narratives, to determine whether any information required for billing is missing. Below is a list of the most common missing information on call reports:



Patient Address & Demographic Verification

Most Common Missing Information on Call Reports

- Missing Pick-up/Drop-off Location & Missing Patient Demographic Information
- EKG Interpretations
- Non-covered transports with a destination of scene
- Unspecified Chief Complaint/Condition for Transport
- Poorly Documented or Unclear Medical Necessity
- Missing or Non-Compliant PCS Form/Signature Authorization Forms

If the report is found to have insufficient information, the transport is placed on a dedicated schedule called the "ACR Return to Provider."

Trips on this schedule are made available for the City of Ankeny's immediate & actionable feedback, via the [EMSight™](#) business intelligence web portal. The ACR Return to Provider (ACR-RTP) process allows the City of Ankeny to provide the missing information needed to initiate the billing process & allows EMS|MC to track & monitor the status of transports that have been returned.

EMS|MC will provide the City of Ankeny with a daily e-mail developed to alert you of any transport that has been placed on the ACR-RTP schedule the day before. This simple, yet effective, method of alerting you about specific transport issues allows you to quickly resolve the issues, keeping these transports moving through the billing process.

EMS|MC understands obtaining a valid signature at the time of service is not always possible. If signatures are not acquired at the time of service,

EMS|MC's average time to file a claim is 48 Hours



EMS|MC offers **EMSign**, a signature wizard, whereby authorized parties can submit a digital signature online.

This feature helps keep transports off the ACR-RTP & moving through the EMS|MC billing process. We utilize mailed letters to obtain missing signatures, providing various opportunity for the missing information to be obtained.

Upon receiving the requested information, and in compliance with insurance program, our interactive feedback loop ensures that every billable transport is processed and sent to the appropriate payor.

Once the claim has passed through the patient verification, insurance eligibility, and/or the ACR-RTP billing schedules, EMS|MC processes the claim within 48 hours of receipt. This is done only after the run report is imported, confirmed, reviewed for completeness, data entry is completed, & quality assurance performed. Many companies focus on how quickly they can get a claim submitted; however, experience has taught us that by spending extra time on the front end, we can greatly increase the success rate in getting the claim paid in the first submission.

Because of the timely filing period required of most payors, follow up procedures are critical and are a top priority for EMS|MC.

Our billing system is schedule-driven to ensure accountability for each claim & prevent loss. Schedules are a vital part of the City of Ankeny setup & software configuration process & dictate the internal workflow & follow-up activity required on each claim at very specific time intervals. Claims that are ready to be billed are placed on a schedule according to primary payor. As an example, a Medicare claim typically pays in 14-17 days. If we do not receive payment in 21 days, a follow-up process begins as follows:

- Our schedule-driven system will flag this claim if a payment is not received within the expected time period
- The billing system generates a daily workflow schedule of claims that are not paid or denied, according to the designated initial schedule
- Follow up calls & claim status research will begin immediately

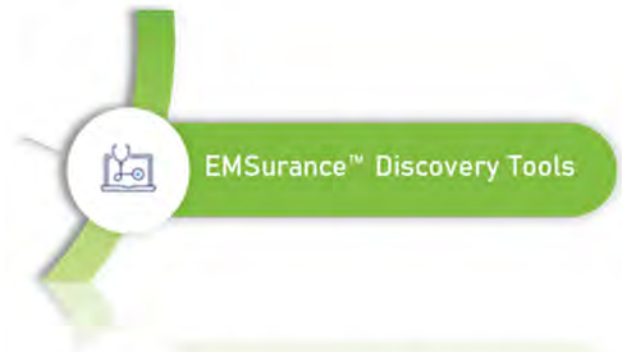
We utilize electronic claim submission in every case possible. Medicare, Medicaid & most commercial insurance carriers accept electronic claims. The faster claims are batched & submitted to payors, the faster they will be paid to the provider.

The result is maximized cash flow and accuracy in claims. EMS|MC maintains a high clean claim percentage by ensuring every claim is verified using a proprietary automated quality validation system. This validation system uses complex logic that can identify many potential errors that could lead to claim rejections or denials, allowing EMS|MC to make corrections &/or conduct follow-ups where applicable.



EMSurance Discovery Tools

EMS|MC understands the City of Ankeny's medics may not always be able to obtain insurance information at the time of service. Appropriately, we have chosen to invest heavily in insurance discovery. **EMSurance**, our proprietary insurance discovery tool, paired with our soft collections approach, allows EMS|MC to increase compliant collections for our partners. **EMSurance** automation successfully collects patient information by aggregating multiple channels into one process & does significantly well at moving patients out of self-pay accounts & into one of the insurance categories.



Every client is provided with a outbound Customer **Success Executive for insurance discovery**. Should our databases prove unable to locate missing or incomplete information, EMS|MC will take appropriate next steps. Provided there is a valid phone number, our Customer Success team reaches out to the patient to further attempt to collect insurance information. Experience has taught us the timing of outbound calls, coupled with asking questions about insurance & address information, delivers faster results & a higher possibility of collection on claims.

Most callers are unaware of their coordination of benefits - EMS|MC Customer Success representatives always do their due diligence to obtain as much information as possible from the caller to ensure the correct insurance is being filed along with the correct patient's name &/or subscriber information. Every touch made on an account is documented through automation, producing a trail for our team to follow.

In addition, we document patient notes to include the conversation & concluding next steps of the inquiry. This history creates a unified understanding amid team members working together toward each patient's account resolution. The history of a trip tells our team the following:

History of a Trip

- When the trip was imported into EMSmart
- When a claim was filed - which can be used to prove timely filing
- When information was provided by the patient -may indicate a patient submitted information late
- When a payor or schedule was changed, what they were changed to & by who
- When & how a claim was sent out
- Credits & denials posted
- When an invoice has been sent out
- When an account has been mass moved to collections



EMS|MC utilizes several resources/eligibility databases to find missing & incomplete insurance information.

EMSSurance, one of our innovative billing technologies, provides an automated process to collect patient information by aggregating multiple channels into one process.

- Internal Search Engine – EMS|MC runs all new patients across our existing patient & client database to see if the patient is already in the system
- Hospital Data Connections
- Outgoing Telephone Calls – If necessary, our staff will place outgoing courtesy calls to the patient for the purposes of obtaining insurance information
- Request for Insurance Statement – EMS|MC mails a “Request for Insurance Statement” to the responsible party. Patient addresses are verified against the National Change of Address (NCOA) database to obtain current address information & reduce returned mail

Denied or Returned Claims

Denied or returned claims requesting additional information are assigned “reason codes” to track trends on specific payors & to provide internal auditing. As a result, we can easily provide analytical feedback to our staff & the City of Ankeny on field documentation &/or payor-specific approval requirements. Denial reports are routinely reviewed by the billing Operations Manager for payor/denial trends & potential coding issues.

If a claim is denied or rejected, EMS|MC has an appeal process in place for each claim to be reviewed by a Revenue Cycle Specialist to determine the root cause for denial or rejection, correct the claim, if possible, & then resubmit to the appropriate payor. EMS|MC stands behind our coding decisions, & if necessary, will defend them all the way up to the ALJ Level. This EMS|MC process has proven to increase revenue. Exhaustive measures are taken to ensure monies are not left uncollected & unnecessarily written off to bad debt.

Account follow-up is conducted for all denied claims, or those claims with an open balance status beyond the normal time frame in which insurers are required to process claims. Our billing system automatically flags these accounts based on the specific payor & age of the account so timely account research may be conducted.



This reporting allows our team to stay informed & make the necessary adjustments to our processes to avoid duplication and maintain exceptional collection performance.

Once a claim is researched & is fully determined to be non-covered, an invoice is submitted directly to the patient in accordance with the City of Ankeny's collections specifications/procedures. The patient will also receive a denial letter with an explanation of benefits directly from their insurance carrier.

Hospital Data Interface

Working with the City of Ankeny, EMS|MC will be able to build trust with facilities to establish and maintain the proper data channels. The result is improved billing success & maximized revenue.



To the left is a flow chart describing how we connect to hospitals. All connections lead to our hospital data warehouse. A daily process compares the data with our billing system & using a proprietary matching algorithm, moves the matching data into a workflow that is processed daily. #



EMSmart™

EMSmart™ is EMS|MC's proprietary intelligent billing/workflow platform. It is a rules-based processing engine that allows EMS|MC to analyze multiple ePCR data points to aid in the determination of claim level of service & priority.

EMSmart™ brings the best of human judgement & automation together to ensure the highest clean-claim rate & cash-per-trip results in the industry. Once a claim is imported into EMSmart™, a rules-based engine completes automated assessment of the claim & then a Billing Specialist reviews 100% of imported claims to accuracy. After the review, the claim then moves to the appropriate workflow.

From there, Billing Specialists update patient demographic information & insurance as necessary, coding suggestions are reviewed by Billing Specialists, & then all trips are reviewed for signatures. EMSmart™ is the backbone of our billing process. During the EMStart onboarding process we create a client specification document that is based on your responses to our detailed questionnaire, and then we input your rules into our pre-processor.



EMSight™

EMSight™ & Reporting



EMSight™ & Reporting

EMSight™ is EMS|MC's secure online business intelligence dashboard & reporting solution with real-time patient search functionality, collaboration/workflow tools, & robust payment posting module. EMSight™ offers daily, weekly & monthly reports with detailed accounting of billing & collections, including both summary & detail-level data in an easy-to-interpret format. EMSight™ was built around client feedback & was made to make your life easier. As an attentive partner, we attest to being dedicated to continuous process improvement & transparency for our client partners.

The City of Ankeny's designated personnel will have their own login ID & password for our secure client online portal website. Individual access is granted to a particular feature/portal **and is based on the City of Ankeny's** preferences and job function. There is no limit on the number of licenses or client employees accessing EMSight™. After logging in to the portal, clients are presented with a detailed dashboard divided into four subject areas:

Billable Trips, Gross Charges, Net Collections, & Account Receivables. Each icon or number displayed on the dashboard is drillable (can be selected for additional details) & will promptly display second or third level reports. Reports can be filtered by various criteria & exported to an Excel or PDF format.



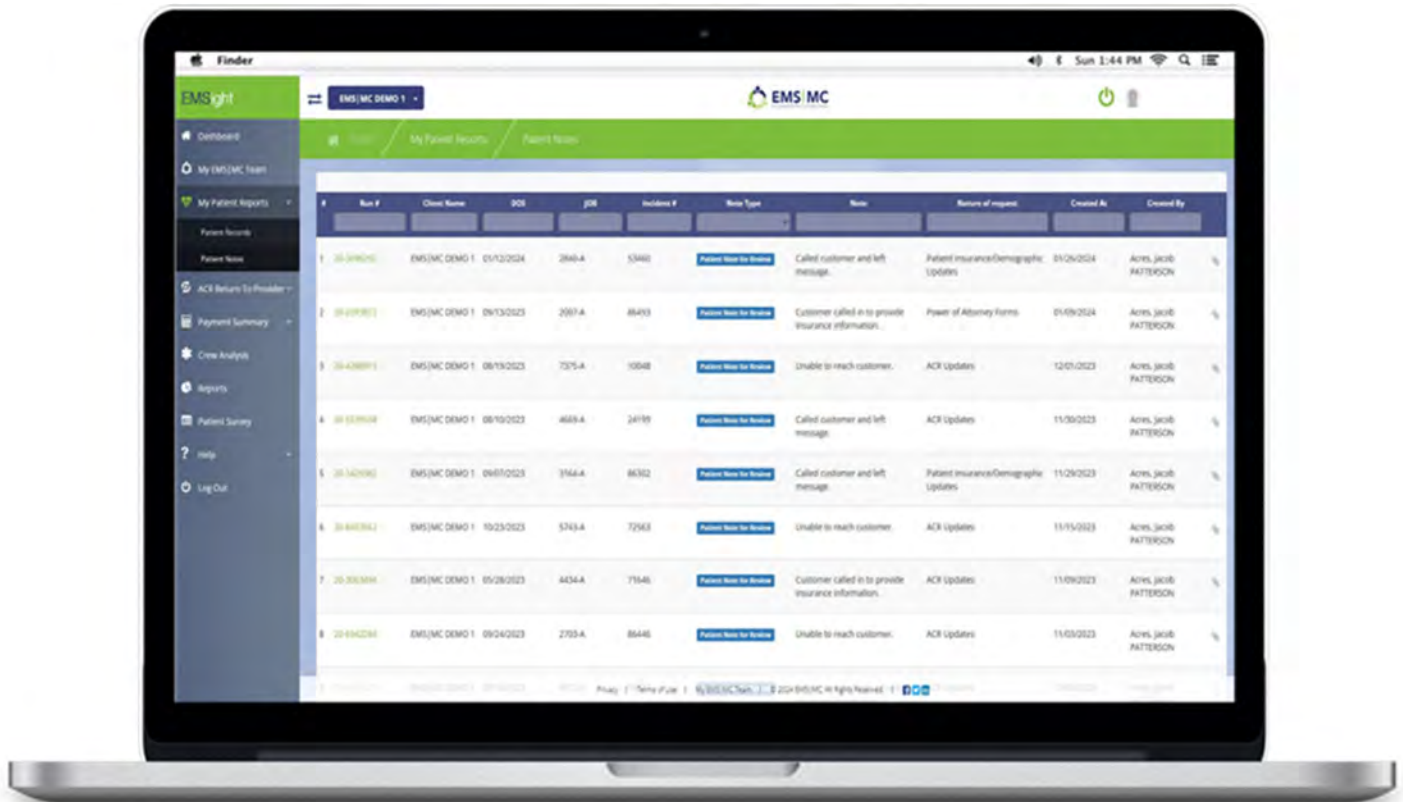
Reports

EMS|MC knows that business happens during non-traditional business hours and built EMSight™ for real-time availability. Beyond the standard EMS|MC month-end reporting package that the City of Ankeny will receive, EMSight™ provides reliable ad-hoc reporting.

This includes but is not limited to:

- Account Analysis By Month and Payor By Trip Date
- Account Analysis By Month By Trip Date
- Aging Report By Current Payor (Aging Date Based)
- Charge Detail Report (Post Date)
- Charge Detail Report (Trip Date)
- Charge Type Detail Report (Post Date)
- Charge Type Detail Report (Trip Date)
- Client Demographics – Mileage
- Client Import Report
- Credit As Type Summary Report (Deposit Date)
- Credit As Type Summary Report (Post Date)
- Credit As Type Summary Report (Trip Date)
- Payment Credit By Payor (Deposit Date)
- Payment Credit By Payor (Post Date)
- Payor Mix By Gross Charges by Trip Date
- Trip Detail By Primary Payor

EMS|MC realizes that unique reports often need to be created to offer invaluable organizational insight. EMS|MC has consistently been able to develop & provide these reports. Ad-Hoc reporting requests will be reviewed with your Customer Success Executive & our Project Management/IT teams to determine & develop the most effective report.

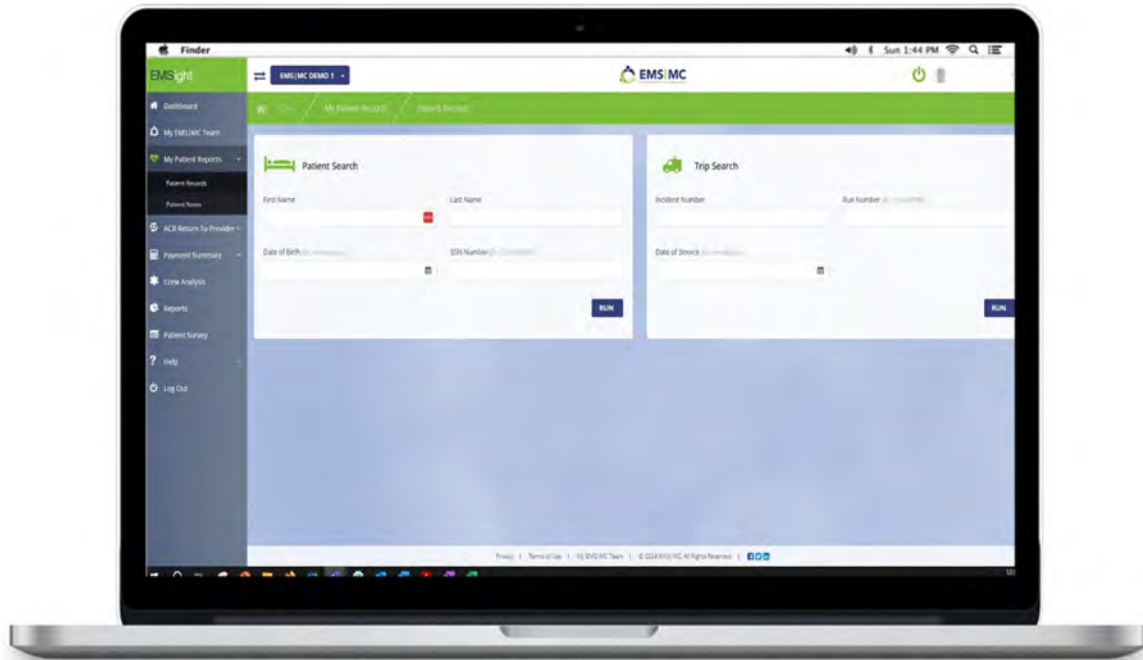


There is no additional charge for customized reporting.



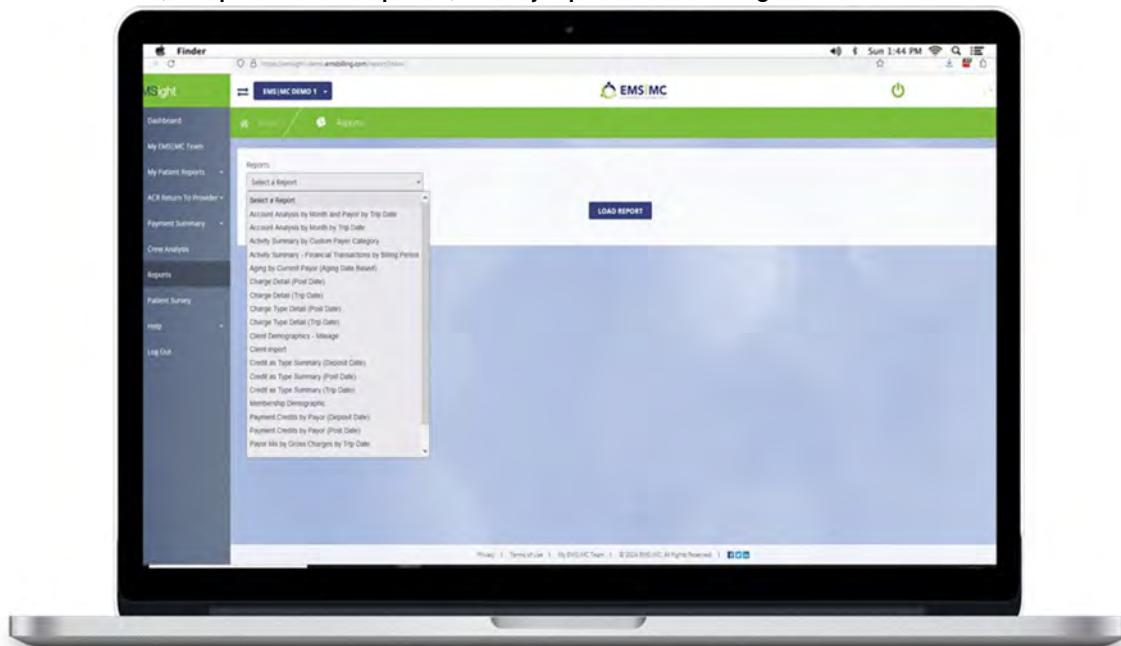
My Patient Reports

Besides drillable dashboards allowing multiple levels of detail, the City of Ankeny will have access to different modules using the left navigational menu. The following is the list of the most frequently used functionalities:



Patient Records – This area allows searching of our billing system records in real time using various search criteria: First Name, Last Name, DOB, SSN, Incident Number, Run Number, & Date of Service. Search results can be drilled down to a detailed report that can be printed.

Patient Notes – Patient Notes encourages users to add notes to specific patient accounts to drive transports to a new billing schedule. Users will be able to immediately note individual patient accounts, & specific transports, of any updates that might be related to that account.

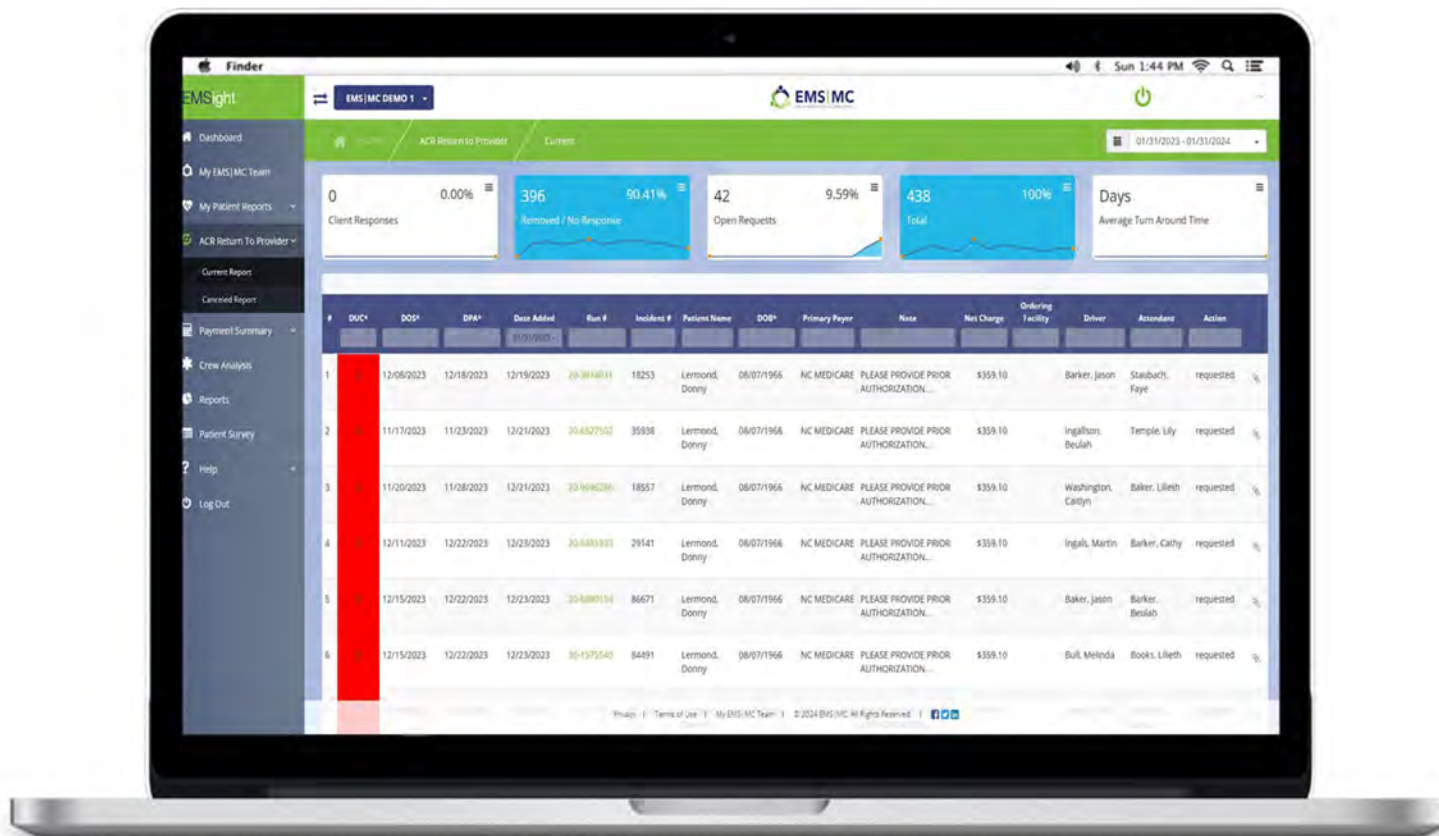


ACR Return to Provider | (ACR RTP)

ACR-RTP is workflow functionality that allows EMS|MC billing staff to return the trip back to the provider as the trip is being worked in our billing system in real time. Some of the reasons for returning trips back to clients are missing PCS form, incorrect information listed on the PCS form, missing patient address, etc.

The City of Ankeny can access all the information under their fingertips, upload a missing file or correct the information on the portal. This interactive tool will allow us to collaborate with the City of Ankeny in real time, identify trends & eliminate any disruption in cash flow. Below is an example of one of the ways EMS|MC utilizes the ACR-RTP to maximize reimbursement opportunities:

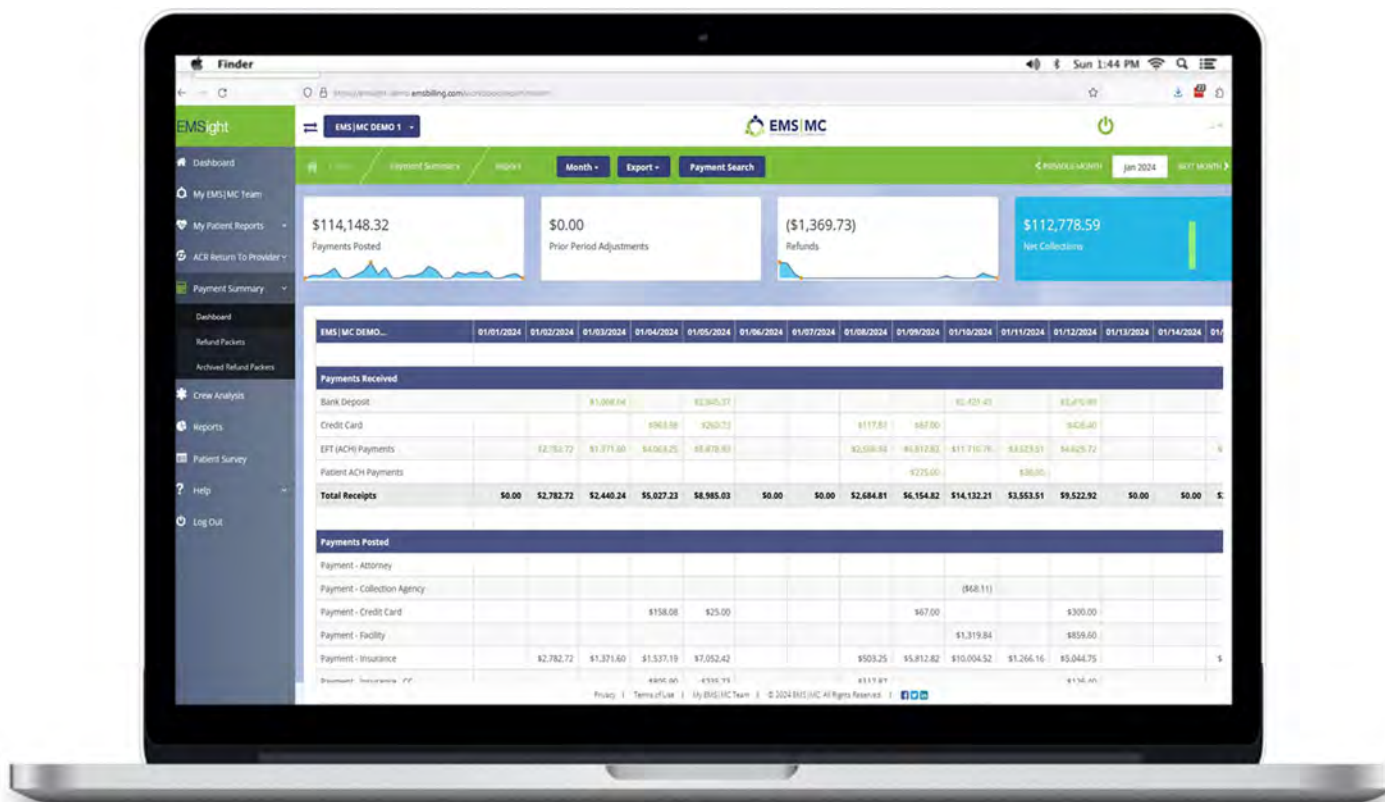
- EMS|MC obtains the patient care record, which includes a narrative indicating that an EKG was conducted during the transport. However, the absence of the EKG interpretation limits billing to the Basic Life Support (BLS) level, despite the provision of an Advanced Life Support (ALS) intervention. To bill at the maximally appropriate level, it is essential to secure this missing information. Consequently, EMS|MC will classify this service in the ACR Return to Provider (RTP) category, affording the City of Ankeny the chance to supply either the EKG interpretation or the qualifications of the attending paramedic.



Payment Summary

Payment Summary provides access to financial dashboards & reports. Drillable dashboards show several financial metrics for any given month - the amount of posted payments, prior period adjustments, refunds, & net collections.

The Payments Received section shows daily amounts for Bank Deposits, Credit Card payments, Direct to Client payments, EFT payments & Patient ACH payments. Each daily amount is drillable & will show the detailed report of all payments. Like Payments Received, the Payment Posted section is broken down into 14 subcategories with daily totals, followed by Reconciliation & Refunds sections.



The payment summary is probably my favorite thing about y'all. That we're able to see everything live - there's no waiting to find out what you've all collected, and that's by far my favorite thing.

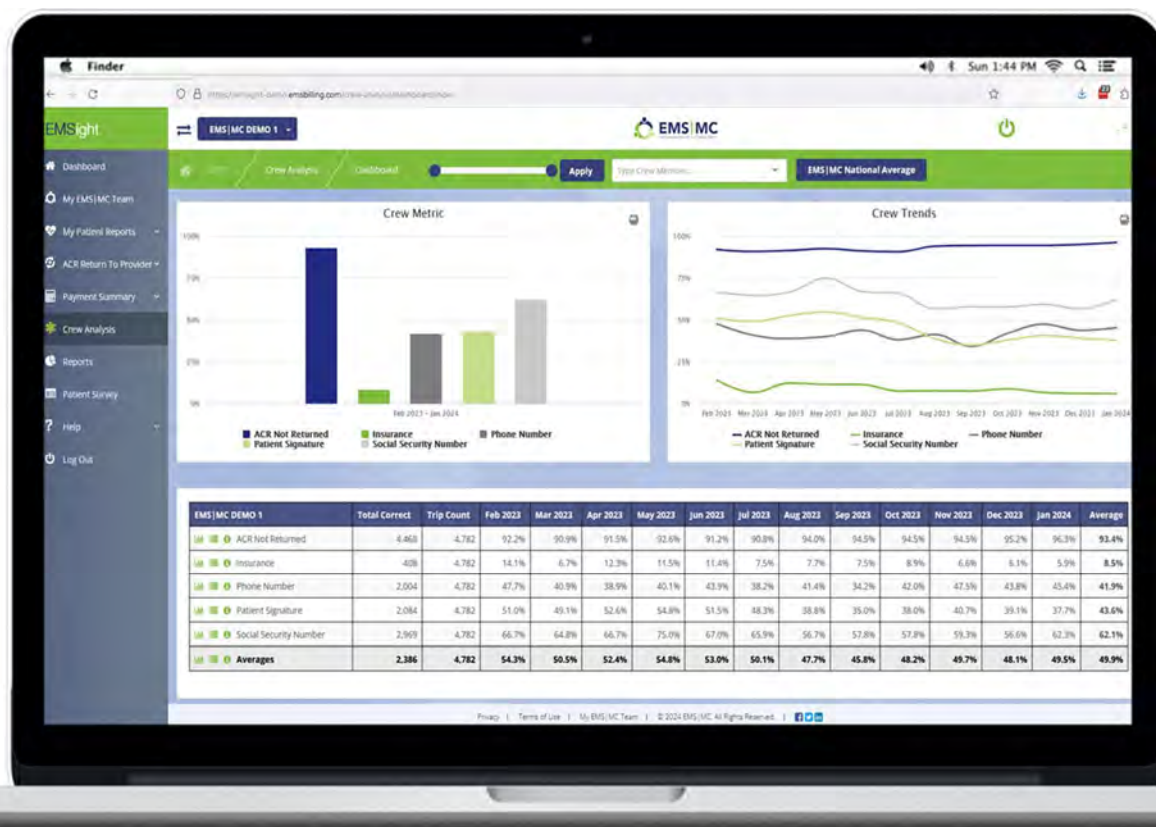
- Nanette W.
Wakulla County EMS



Crew Analysis® provides the ability to quantify how often crew members are documenting specific data points on their PCRs: Patient signature, Phone number, Insurance with policy number, Social Security Number & whether the trip was returned on the ACR-RTP report. This tool will allow the City of Ankeny to review your crew documentation scores & averages in comparison to the EMS|MC National Average. The City of Ankeny can utilize the “Crew Member Trend Chart” to depict documentation trends for crew members over the last 12 months, or within a specific date range if desired. Trips can be viewed by ordering facility in Crew Analysis®. Capturing these in-depth data analytics can be used both to incentivize & to drive training:

- Provides internal feedback
- Qualifies for improvement the variables within your control
- Increases compliant collections
- Showcases clean claims produced by crew members
- Reveals organizational trends contributing to production/regression

This information is available in a report form that can be downloaded & printed. The City of Ankeny will have the ability to print multiple crew member scorecards at one time from the Crew Analysis Metrics Crew List. This report is to aid in crew level performance review & training resulting in providing information needed to maximize revenue collection.





Customer Service



Patient Customer Service



Patient Customer Service

The City of Ankeny will be provided a dedicated toll-free patient customer service telephone line. We inform patients of any delays, both expected & unexpected, that may arise during our efforts to provide the best possible level of service.

Some EMS billing vendors measure performance of their patient service representatives by the length of the call; however, at EMS|MC we encourage our patient representatives to be intuitive in their approach & thorough in their resolve, ending the call only when the patient is fully satisfied. Each member of our Customer Success team has received rigorous training on patient management, in all aspects of troubleshooting concerns & EMS billing practices.

The EMS industry is ever-evolving, as are the versatile situations we incur. In our 28-year history, we have learned that preparation is powerful. Our Learning & Development department, alongside our Compliance team, monitor changes in reimbursement on a granular level & continuously relay essential Payor, State &/or client specific details & updates to our employees.

A client specifications document is created during the **EMStart** onboarding process. This living document focuses on business specific information providing all EMS|MC departments with the instruction needed for the successful management of a client's account. These documentation practices play an integral role in the success of our Customer Success team as they contain specific information about how to handle certain questions from patients regarding payment plans, hardship policies & discounts – all according to the City's policies and protocols.

Dual monitors are at every workstation, so our representatives have easy access to all the information necessary to produce hassle free resolution for any given inquiry. The client specifications for the City of Ankeny will lead account resolution by providing details about special processes including but not limited to:

Treatment no Transport Policies

Dead on Arrival Policies

Contracted Insurance Payors

Estate Process

Where to find PCRs

Finding Missing Attachments

Professional Billing Courtesy

Patient Letter & Dispute Requirements

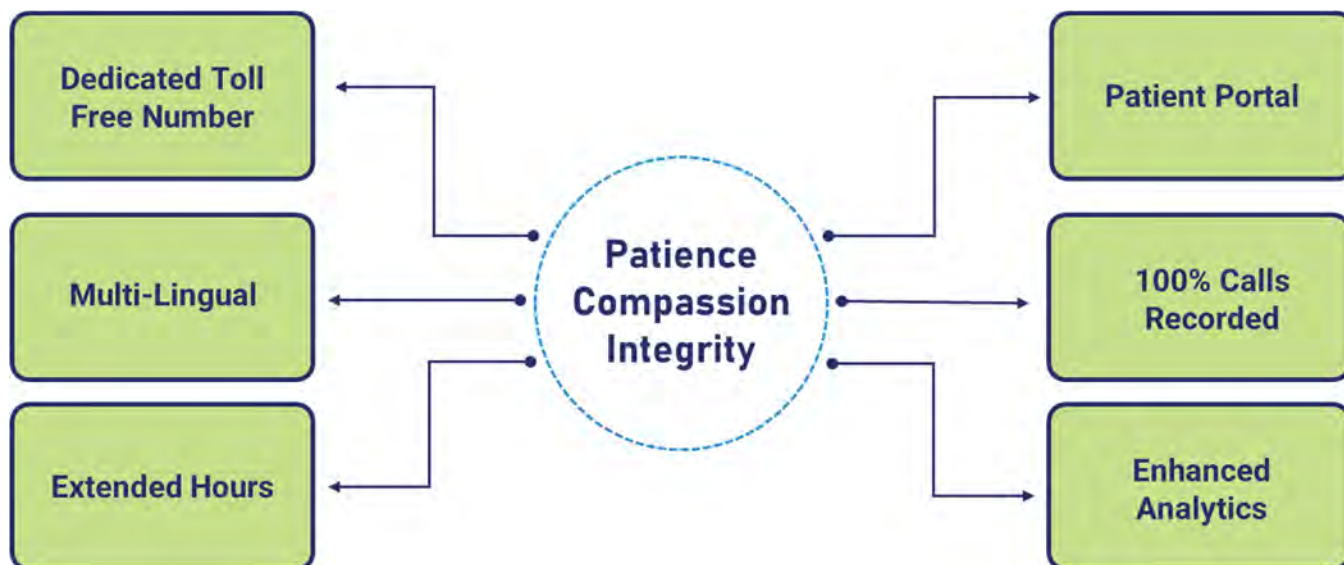
Small Balance Adjustments

DSO/Collection Agency Info



Customer Service with Impact

At the heart of EMS|MC is why we do what we do - create opportunity for our client partners by providing them with the gold standard in EMS billing so they may acquire the resources necessary to deliver lifesaving care. Infused into our operations is a level of accountability meant to exceed expectations & deliver over-the-top support that maximizes reimbursement by providing the entire solution.



EMS|MC understands the importance of patient satisfaction & provides multiple payment methods to patients. All interactions are recorded & handled with delicacy, professionalism, & deep understanding that we are representing your service & community. It is the on-going goal of the EMS|MC Customer Success Department to understand the needs of our clients & our team so our stream of resources is continually improving. EMS|MC records all incoming & outbound calls providing metrics for the variety of questions & requests from patients, clients & all others. After assisting the caller & resolving the call, the customer service representative determines the call disposition, which drives the call trending data. These experiences continue to enrich our knowledge & give us precedent to build on. Aggregating this data daily allows EMS|MC to:

- Conduct quality assurance audits routinely
- Improve internal expertise & drive future training
- Monitor Key Performance Indicators
- Track overall trends & perform long-term historical analysis
- Provide our clients visibility into patient inquiries & call volume
- Offer consulting on how to improve the patient experience
- Further develop operational efficiencies to optimally suit each client



Our mission is to lead the industry by delivering unrivaled customer service. All Patient & Client Communication are handled in the continental United States. We are pleased to provide the City of Ankeny with the following customer service value proposition:

PATIENT CUSTOMER SERVICE

Unified Call Center



All inbound and outbound calls are recorded and can be reviewed upon request. Our phone system tracks all calls from the moment the caller hears the recorded message until the completion of the call. We can observe how many seconds they were on the line before selecting a phone tree option, how long they held before speaking to a representative, how long they may or may not have been placed on hold during the call & if the call was transferred.

At EMS|MC, we understand how important patient satisfaction is and we do not take it lightly that we represent our clients when patients call. We understand making this call may not be something patients look forward to, since an emergency or life changing event has occurred, but we strive to make this a positive experience, guided by our Customer Service Policy.

Our main objective is to provide clear communication, consistently informing patients of what we are doing so they do not feel as if their time is being wasted. We understand that every call has different time tolerances, and we get a temperature check with the patient if we believe the call to be lengthy, offering the option to call back at their convenience. At the end of every call, we reiterate the reason they called and thank them for doing so.



In addition to clear communication, we have trained our employees to manage the patient's reaction to the trip's total bill, even if the amount is correct but the patient is still upset, by explaining all the necessary details. We have found that most patients do not know how trips are billed. Politely explaining the cost associated with emergency responses typically procures a deeper understanding and overall outlook towards the bill.



We cover best-in-class practices for collecting payments from the patient. We encourage the patient to pay in accordance with your payment terms that we have discussed in your "Client Specifications Document". Depending on the financial situation of the patient and your policy, we can accept "special" payments that they can afford. We never lead the conversation by offering to take the lowest payment approved by you but train our employees to find a compromise that makes both the patient and the City of Ankeny satisfied.

In addition to handling every call politely, professionally, and expertly, we train our employees to be thorough and accurate. For example, when adding any information given by the patient, we use a "Military Alphabet" repeat back method to ensure we have captured the information with the utmost precision. We instruct our employees to never assume the information we have on file is the most up-to-date, and that the best time to update a patient's information is when we have them on the phone to verify that it is correct.

On every call, we verify the address is correct and that we have a current contact number for the patient. We also prepare our employees on a variety of scenarios that could potentially arise so that they feel prepared and empowered to handle the call according to your documented preferences. Since 1996, we have learned how to make the patient's experience positive and effective for each customer, this is something we are passionate about. Customer service and account resolution is our number one priority.

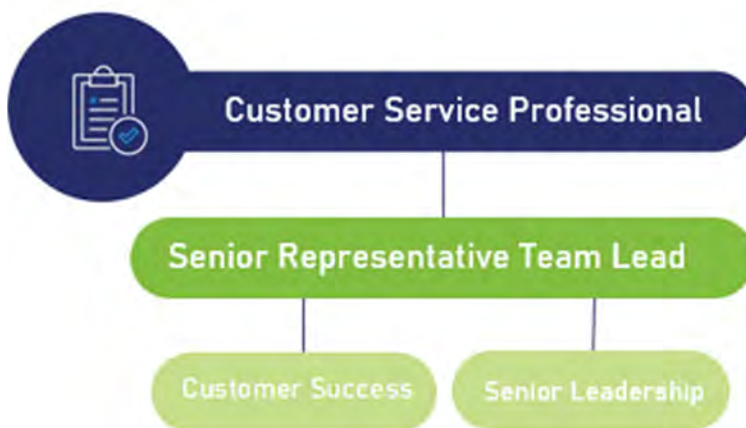


As a part of EMS|MC's ongoing commitment to excellent customer satisfaction, we are dedicated to enhancing our current level of customer service, company-wide, by developing and delivering a formal comprehensive Customer Service educational program. Customer satisfaction is a principle that has guided our company since the beginning, and over three decades later it remains a top priority.

Course content is continuously updated by our Learning & Development Team that focuses on the complete customer service experience: Applying customer service as a business differentiator, managing and resolving customer's issues, anticipating customer's needs while being prepared to deliver on those needs, demonstrating positive attitudes through verbal and non-verbal communication, understanding differences in communication styles, enhancing active listening skills and strengthening prompt follow-up skills for all EMS|MC employees.

Escalation Policy

Our representatives are reminded that the measurement of success is not based on the quantity of patient inquiries addressed in a day, but rather the quality of time spent focused on providing the entire solution. We understand customer service & account resolution are critical components of a successful EMS billing program. When a patient raises an issue that requires urgent resolution, EMS|MC immediately escalates the concern & responds within 24 hours. Additionally, we address all questions & requests submitted via the EMS|MC website (www.emsmc.com) during normal business hours & within 24 hours of receiving each submission.



Quality Assurance

EMS|MC's Quality Assurance team is tasked with, among other things, randomly selecting an estimated 10% of our recorded weekly call volume for auditing. These audits assure all patients are treated with compassion & integrity while also affirming that PCI compliance protocol is being followed & patient credit card information is not being recorded. At EMS|MC we communicate heavily with our clients & transparency leads every interaction. Our Customer Success team provides a toll-free Customer Success Hotline where the City of Ankeny can be assured their issues will be resolved by a Level II Customer Success Representative in a timely manner. We do not sit on bad news - if we were to make a mistake, we admit it & structurally fix it. The City of Ankeny can be guaranteed 100% transparency ensuring the identification & discussion of open issues related to the services should they arise.



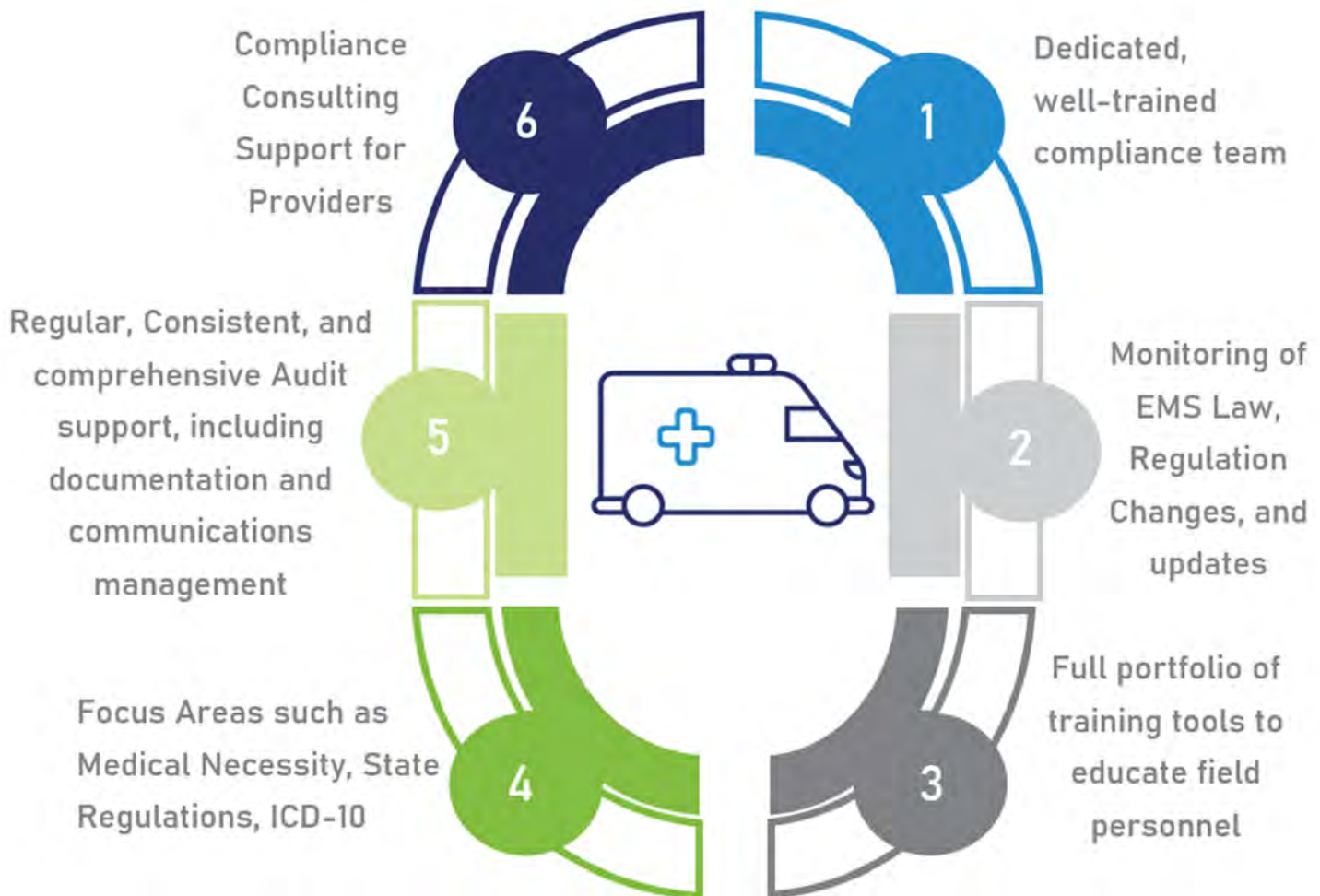


Compliance



Raising The Bar

Our dedication to compliance sets EMS|MC apart in the industry. EMS|MC has developed a culture of compliance throughout our organization. Beyond the annual training & quality assurance process, EMS|MC has embedded compliance into our daily workflows that set the foundation & expectations across our organization. EMS|MC goes beyond the minimum requirements set forth by the OIG & has created a compliance program that is the best in the EMS billing industry.



EMS|MC's compliance expertise keeps our clients safeguarded from the legal exposure that may potentially arise with EMS billing. With the ever-changing healthcare marketplace & the political environment, we will be by your side when you may not have the resources to do it alone.



The City of Ankeny's Compliance Team

Our Corporate Compliance team is one of the most integral parts of our company. The team is responsible for conducting quality assurance audits on all aspects of our business process. A staff with more than four decades of experience, our compliance team helps to mitigate risk associated with ambulance billing by applying comprehensive & timely knowledge of EMS law & regulations, protecting our clients & company.



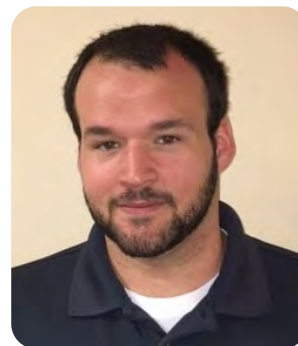
Kim Stanley, CAC - Chief Compliance Officer
kim.stanley@emsmc.com | 336.714.9091

Kim Stanley was employed with Medicare as the EMS Liaison for more than a decade. Working in conjunction with CMS & various State committees, Kim developed many key reimbursement policies at both the carrier & federal levels. Kim has been with EMS|MC since 2003 & serves as the Chief Compliance Officer.

- Experience: 20+ Years
- State and National Advocacy reimbursement committees and contractor advisory groups
- Nationally Recognized Expert on Billing/Compliance/Medicare
- CAC Certified

Eric McClain, CAC, NCEMT-B - Compliance Manager
Eric.Mcclain@emsmc.com

- Experience: 11+ Years
 - Legal Liaison
 - NC-EMT Certified
 - NAAC CAC Certified



Ajenay Drummond - Compliance Analyst
Ajenay.Drummond@emsmc.com

- Experience: 14+ Years
- Ambulance Billing Operations background
- Instrumental in Federal and State guidelines

EMS|MC Partners

PWW|AG

As a part of EMS|MC, PWW Advisory Group (PWW|AG) conducts an annual regulatory compliance audit for EMS|MC & provides valuable consultation in establishing our billing policies & procedures. In addition, PWW has successfully vetted both our NAAC

Certified New Hire Training Program & our NAAC Certified External Client Documentation Education programs. As a client of EMS|MC, the City of Ankeny will directly benefit from our partnership with PWW through access to their legal & compliance consultations.

EMS|MC partners with BSA Healthcare, a Florida based physician-owned healthcare consulting firm that provides quality assurance audits monthly, to ensure 100% compliant billing practices. BSA Healthcare helps hospitals, academic medical centers, private medical practices, & outpatient facilities improve quality, financial performance, operations, organizational structure, & strategic direction.



EMS|MC's Compliance Program

Based on the Office of Inspector General's (OIG) Guidance for Ambulance Services & for Third-Party Billing Agencies, EMS|MC maintains an active & comprehensive Compliance Program. EMS|MC goes beyond the minimum requirements set forth by the OIG & has created a compliance program that is the best in the EMS billing industry.

Our compliance program highlights:

- Designation of Chief Compliance Officer, Compliance Manager, Compliance Analyst, Information Technology Security Officer, & attorney oversight who oversee all compliance related activities
- Development of written Compliance policies & procedures that are reviewed & updated regularly as regulatory changes are made
- Open lines of communication between all employees & the Compliance Team with the expressed intent of non-retaliation for reporting issues in good faith. EMS|MC provides multiple mechanisms for reporting compliance related concerns to include anonymous reporting options
- Annual Mandatory Compliance Training & Education Programs with signed acknowledgement of understanding & commitment for all employees





- Signed Employee Confidentiality Agreement, Confidentiality & Dissemination of Confidentiality Attestation Statement, & Compliance Code of Conduct
- Employment Background Checks, Criminal History Checks, & OIG Exclusion Database Verifications for all employees
- Daily quality assurance program in which all employees are provided scorecards of their quality assessments
- Annual SSAE No. 18 SOC I Type II Certification
- Data Disaster Recovery Plan & Data Backup Policies
- Secure FTP for sharing files with clients & external partners
- Secure Network & Email Encryption with Virus & Firewall Protection
- Secure Work Environment with key fob entry system, building security alarm system, & locked offices, storage areas & other areas in which PHI may be stored
- Data Destruction Policies for all sources of PHI to include paper, electronic, &/or hardware devices
- Prohibited printing capabilities from VPN, Citrix & Telecommuting Systems
- Breach Notification Policy to immediately notify patients when their data may have been compromised
- PCI Compliance to ensure credit card information is not stored after the transaction has been completed
- Red Flags Policies & Identify Theft safeguards to ensure that the patient's data has not been compromised



Compliance Training

EMS | MC's NAAC Certified Ambulance Coding Specialist (CACS)

Excellence in ambulance billing & coding is what drives our business &, in-turn, your revenue. EMS | MC's Learning & Development team has designed & implemented an in-house coding certification course that meets national standards in ambulance coding excellence.

The Certified Ambulance Coding Specialist (CACS) course enables our employees to successfully code trips with an in-depth auditing & feedback process for 100% of trips – ensuring accuracy throughout our training process. This allows our team to gain actionable insight into each employee's understanding of billing concepts, driving future course development & continuing education opportunities.

Our business is your revenue, & we understand that the healthcare landscape, rules, & regulations of our industry are ever changing. As a result, our fluid & dynamic training practices challenge our billers to be more than just coders, but to become an extension of your business.

NAAC (National Academy of Ambulance Compliance) represents the industry's "Gold Standard of Excellence" in compliance, ethics, and integrity in all facets of ambulance compliance.

NAAC provides industry-specific training that gives each Ambulance Biller, Compliance Officer or Privacy Officer, Documentation Specialist or Financial Officer a solid baseline of critical knowledge necessary to become well-informed, conscientious, compliant, and proficient in their profession. NAAC also fulfills an industry-wide need for reliable and timely recurrent education for ambulance compliance officers, privacy officers and billing staff, to ensure consistent, ongoing compliance with the ever changing, complex rules and regulations affecting the industry.

EMS|MC's billing and coding staff are NAAC-certified professionals and maintain their competency through annual continuing education requirements. NAAC provides and accredits a wide range of continuing education programs throughout the year, both in classroom and online offerings.



NAAC provides premier training and education to ambulance billing, coding and compliance professionals and field providers through its 5 certifications:

- Certified Ambulance Coder (CAC)
- Certified Ambulance Compliance Officer (CACO)
- Certified Ambulance Privacy Officer (CAPO)
- Certified Ambulance Documentation Specialist (CADS)
- Certified Ambulance Financial Officer (CAFO)





EMS|MC & HIPAA

We take seriously the responsibility to protect patient information. Our team is committed to assuring all our employees, agents, providers, & business partners conduct themselves ethically & in conformance with all applicable laws & regulations.

Our Compliance Program is designed to safeguard the provider from unintentional billing practices that violate Federal law. This program is led by our Chief Compliance Officer, Kim Stanley, who has over 20 years of experience in billing, reimbursement & compliance.

Our systems are incrementally backed up daily & fully backed up each week through syncing to a HIPAA compliant, offsite data center. This information is replicated to offsite locations which are regionally positioned to ensure integrity & high availability.

Our billing platform & ePCR software vendors are compliant with the National EMS Information System, & they maintain their own compliance with NEMSIS.

Quality Assurance

Auditing Process

EMS|MC has an internal auditing quality assurance department, led by our dedicated compliance team, who performs daily pre-billing audits. Our audits are designed to uncover potential compliance issues before we submit claims, preventing potential declined claims.

EMS|MC has extensive policies & procedures to adhere to Privacy & Security Regulations guidelines. Employees are given direct feedback in the form of quality scorecards to manage their performance. These scorecards are used for employee development as well as to identify the need for additional training by our Learning & Development department.

After our extensive internal new hiring training certification program, all new employees are audited at 100% until they reach a satisfactory score of 96% or higher. All new clients are audited at 100% for the first two weeks of deployment, or until the compliance thresholds are met. The number of claims audited are reduced to 50% for an additional two weeks or until they meet the satisfactory quality assurance scores.



Government Payor Audits

EMS|MC takes on the responsibility of submitting a comprehensive & accurate package of documentation upon the initial submission of the request. If the audit determination results in a denial of claims, the audit results are contested to the highest level of appeal applicable.

EMS|MC represents our clients in Administrative Law Judge (ALJ) & Administrative Hearings when the claims have been denied inappropriately. EMS|MC maintains a retainer agreement



with several law firms to solicit their assistance related to OIG compliance, Ambulance Regulations, HIPAA, & Red Flags Alerts. Our assistance in this area has overturned millions of dollars in unwarranted denials from Medicare & Medicaid related to medical necessity & level of service down-coding.

OIG Exclusions

All employees of EMS|MC are monitored against the OIG Exclusion Database to ensure the employees are eligible to provide services on your behalf. This process is completed prior to hiring the employee & monitored monthly thereafter for the length of their employment.

SSAE No. 18 SOC I, Type 2 Certified

EMS|MC completes a SSAE No. 18 SOC I, Type II audit each year to ensure quality, confidence & consistency in our processes. As a result of this audit, many reconciliation points throughout our processes are well documented & are properly executed.

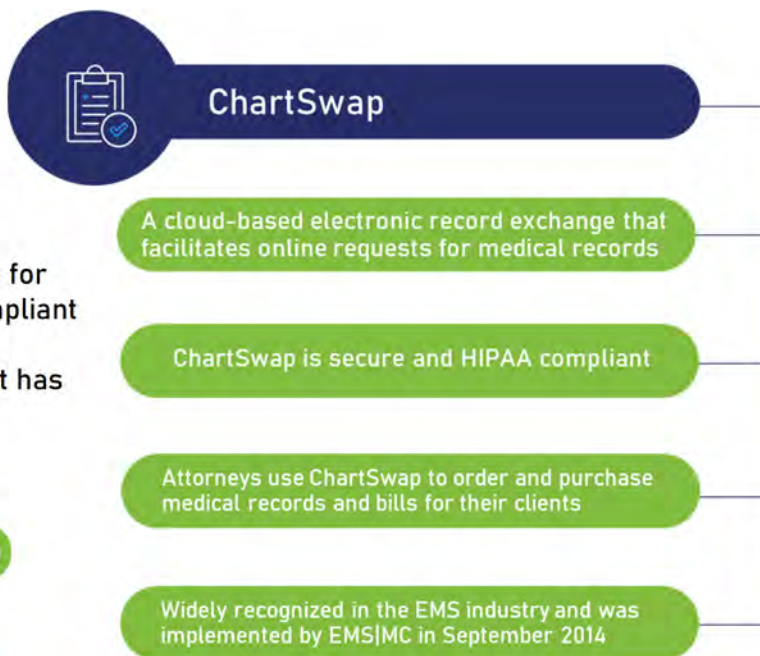
Annual Third-Party Regulatory Audit

EMS|MC participates in a third-party compliance audit conducted by Page, Wolfberg & Wirth (www.pwwemslaw.com) on an annual basis. The purpose of this audit is to verify our billing practices are compliant with governmental & commercial payors, as well as industry regulation. This audit provides an additional layer of compliance in our billing methodologies & provides our clients with the peace-of-mind that outsourcing to EMS|MC helps to minimize risk. We will always comply with HIPAA rules & regulations. Our billing systems, accounting records, document management & disaster recovery systems, along with operational policies, meet or exceed the requirements of HIPAA for safeguards, security & recoverability. EMS|MC is in compliance with the Health Information Technology for Economic & Clinical Health Act of 2009 (HITECH).

Legal Requests

Outsourcing your billing includes the value-add of EMS|MC handling the fulfillment of all attorney requests for reports.

We partner with **ChartSwap** to process requests for records from a lawyer or court. This HIPAA-compliant universal platform provides attorneys with fast, efficient fulfillment & provides visibility into what has been requested & received.





Secure Solution

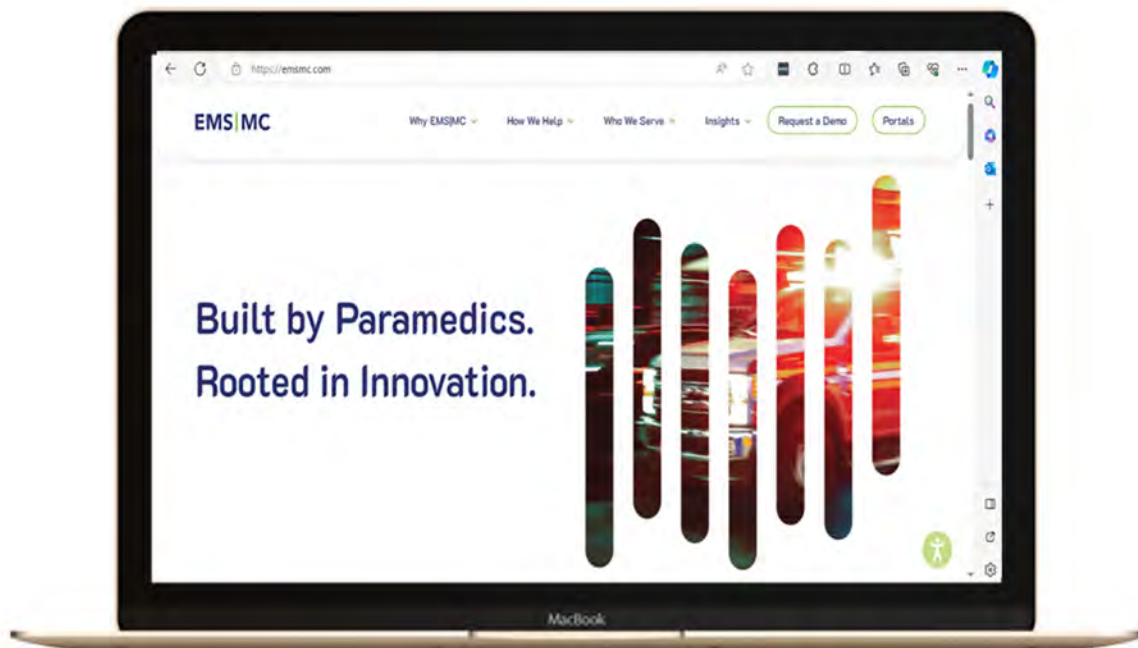


Data Security

EMS|MC adheres to a defense in-depth strategy to protect the confidentiality, integrity, and availability of information across our networks. This includes both policy and technical controls to mitigate the risks of unauthorized access and allowing access only to the minimum necessary for a particular role. EMS|MC employs the following types of controls: availability, physical security, data security, backups, disaster recovery, and monitoring. EMS|MC utilizes quarterly PCI-DSS scans to attest to compliance, an annual SSAE-18 audit around business processes, and an annual HIPAA compliance validation from a 3rd party auditor.

Availability, Fault Tolerance

- Dual-redundant firewalls
- Dual-redundant Internet service providers
- Private cloud and public cloud environments architected for high-availability and fault tolerance
- RAID – Redundant Disks in servers
- Redundant power infrastructure for critical information systems and redundant multi-pathed uninterruptible power supplies (UPS)
- Quarterly generated tests to simulate partial and full building power failures



Security Systems and Mitigations

- Microsoft Windows servers use a suite of security software to protect against malware and other malicious activity.
- Microsoft Windows endpoints (desktops, laptops) utilize Bitlocker full disk encryption Windows Intune and other 3rd party tools for endpoint security and patch management.



- Linux servers utilize application control to enforce mandatory access controls on applications and antivirus to prevent attacks
- Regular server patching, with emergency patching or hotfixes possible within hours across the entire infrastructure
- Email encryption for secure transport of ePHI
- Secure email gateway and mail flow policies aggressively mitigate risks of email-borne malware as well as social engineering attacks (e.g. phishing)
- Network segmentation between business departments and device types
- Cisco VPNs over IPSec to encrypt communications between datacenters and strategic partners
- Remote users require VPN with MFA to connect to office
- MFA required for all SSO applications (Slack, AWS, Github, Office 365, etc.)
- Firewalls performing stateful packet inspection to identify and block malicious traffic and intrusion attempts at the network edge
- Quarterly full user audits
- Network is scanned for vulnerabilities weekly
- Website source code is scanned for vulnerabilities.
- Internal and external systems are tested by a 3rd party penetration testing firm
- Websites scanned for PCI compliance quarterly

EMS|MC knows that the only sure way to protect your data is to detect threats before they happen.

Backup and Disaster Recovery

- Critical servers are continuously synced to public cloud infrastructure for backup
- Periodic failover tests are performed to validate backups
- Shadow volume copies are performed every 12 hours
- VM and file level backups are performed nightly with a 30-day retention
 - Critical database backups are performed every 5 minutes
- Phone systems and ADP are hosted off-site and can be utilized remotely

Datacenter Controls

Maintaining a safe environment for critical IT resources is accomplished in three distinct ways.

- Fire Protection
- Environmental Controls (Temperature/Humidity)
- Access Control

Physical Security

- RFID devices provide employee access to the building and high security areas
- Visitors are required to have an escort while in the building. Some areas are restricted from visitors altogether
- Video Surveillance records each entrance and selected high security areas
- Monitored alarm system automatically dispatches the police or fire department when incidents occur



Threat Protection

EMS|MC uses a variety of tools to ensure safety and integrity of the data left in our care.

- Block IPs of known attack sites or geographical regions
- Certified security personnel on staff with current training requirements
- Regular security reviews
- Regular patching schedule for all servers and network equipment
- Industry-leading Antivirus and Anti-Malware on all servers, laptops, and PCs
- Employee policy for the proper care of data
- 24/7 security monitoring of all systems and network infrastructure
- Periodic phishing simulations
- Regular security and compliance training for all staff

Device Security

- Laptops and Workstations
 - Full disk encryption so lost or compromised resources cannot be used by outside parties
 - Policy driven rules lock systems when inactive
 - Policy driven strong password requirements
 - Portable data devices are disabled (USB drives, iPhones, etc.)
 - Limited number of password attempts before logout
 - Maintained on the latest software patches and releases
- Application, File, and Web Servers
 - Direct access restricted to limited user set
 - Changes to OS or applications deployed in test environment prior to going live
 - Implemented end-user password management systems with notification of compromised/duplicate passwords
- Smart Phones
 - Remote wiping enabled on all phones
 - Allows EMS|MC to completely wipe mobile devices if an issue is detected
- Hard Copied Items (fax, printout, etc.)
 - Employees prohibited from removing from building
 - Secured Shred boxes located throughout the facility, which are periodically shredded on-site

Monitoring

EMS|MC currently monitors internal VPN connections, applications, servers, and services, including but not limited to SQL database services. EMS|MC monitors our internet connections, websites, and select 3rd party websites. If alerts are triggered, technical support will be notified.



Credit Card Collection & Secure Technology – Requirement L

During the **EMStart** onboarding process, the EMS|MC team will work with the City to establish patient invoices in alignment with City expectations. Once established, standard intervals for mailing are built into our invoicing cycle which is activated once it has been determined the patient is responsible for the remaining balance. Private pay accounts are handled through initial invoicing & are followed up with monthly statements reflective of all payments & credits.

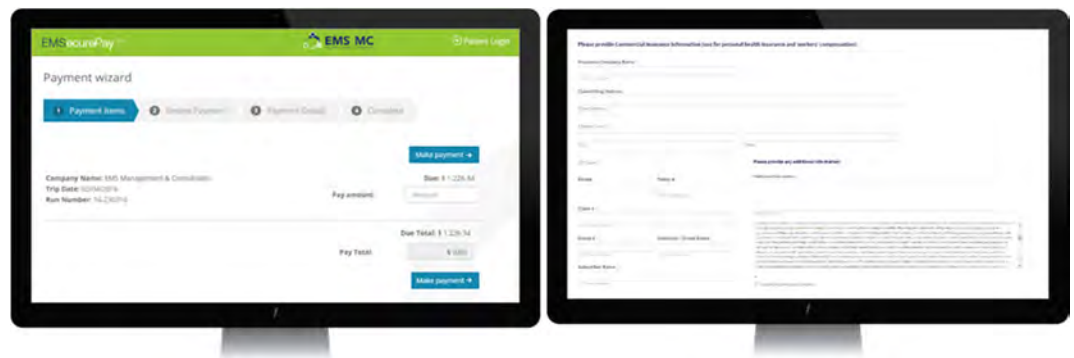
As one of our many payment options, EMS|MC offers an online patient portal, **EMSecurePay**, where patients can make payments in full or set up a payment plan (if allowed by the City) to pay the remaining balance. If selected, **EMSecurePay** is automated to calculate payment options for patients in accordance with the City of Ankeny's agreed upon payment terms. An amortization schedule will then be displayed to the patient based on their payment plan. This added layer aims to 'collect all the dollars on the table' & has proven to increase reimbursement for our clients.

EMSecurePay processes \$5.1 Million in patient payments per month

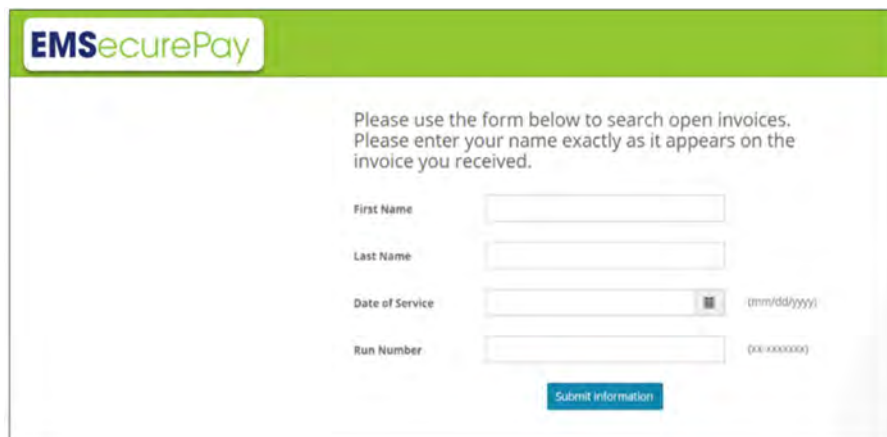
However, when no additional information or no payment has been received after the last agreed upon invoicing interval, EMS|MC will provide you or your selected Collections Agency with a batch file containing all necessary information. This is only after all internal & external resources have been exhausted by EMS|MC.

EMSecurePay is EMS|MC's high-volume patient credit card payment portal that processes over \$5 million in patient payments per month. Through **EMSecurePay**, patients can create an account to access their payment history & invoices. This intuitive platform is automated to issue client specific discounts based on prompt payments if requested. **EMSecurePay** is listed on patient invoices & is accessible on emsmc.com. Patients can review the status of their account, provide additional insurance information, or make a credit card payment using a secure HIPAA-compliant web server. Although the patient portal is user-friendly, we understand technology can be a pain point for some individuals - in these scenarios our Customer Success representatives are happy to offer step-by-step guidance through the portal's process via our toll-free phone line.

Our billing system can manage both scheduled payments, & payment plans. Once an account is on a payment plan, the patient will receive an invoice indicating that a time payment arrangement has been established, with a statement of understanding for the patient to sign. Each month, the patient receives a cumulative invoice reflecting the historical credits & dates posted. Each invoice will also include the City of Ankeny's dedicated toll-free number. **EMSecurePay** gives patients the ability to provide feedback about their EMS experience with patient care & billing, via an online survey.



EMSecurePay, located on www.emsmc.com, is EMS|MC's secure online payment portal that allows patients to easily pay their invoices. This online portal is intuitive, PCI DSS compliant & is tested & certified quarterly by an independent third-party vendor.



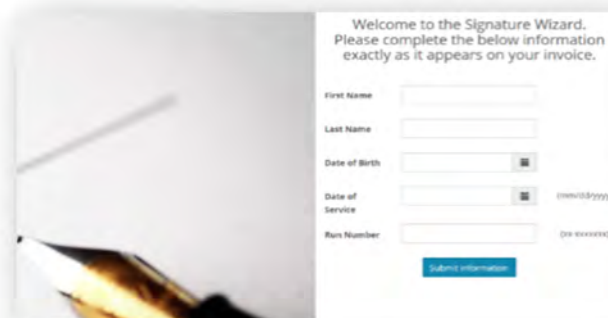
For payments, patients enter a few key pieces of information from their invoice into EMLSecurePay. Patient balance(s) are then retrieved in real-time from our billing system & displayed to patients. The rest of the payment process uses a checkout online wizard. Patients can select to pay one, few or all outstanding invoices. They can also setup a payment plan, enter credit card/bank information & pay the invoice. Payments can be made via credit card or ACH.

Additionally, they can print a copy of the receipt & create a new account. Patients who created an account on EMLSecurePay can manage their reoccurring payment plans & access past receipts.

EMSign is EMS|MC's secure online web portal allowing patients, or their legal representatives to electronically sign the Ambulance Signature/Claim Submission Authorization Form.

Patients will be mailed an Ambulance Signature/Claim Submission Authorization Form. Patients or their legal representatives can sign the form & mail it back to EMS|MC or they can sign the form electronically using our EMLSign online portal. Completed forms are automatically converted to PDF files & saved to an EMS|MC document management system where they can be retrieved by EMS|MC billing or compliance staff.

EMSign helps to maximize & accelerate our clients' revenue by replacing the regular mail option with the convenience of submitting their signature electronically. Because the process is fully automated the human error of manually retrieving & processing forms is greatly reduced.






Training and Education – Requirement M



Initial & On-Going Training - EMScholar™ - Our Online Documentation Platform

Training & Education



EMStart anticipates your business & training needs. While our team proactively addresses technical matters, we focus heavily on training & education during the EMStart deployment process and throughout our partnership. In-depth training will be provided on all of our interactive applications, EMSight™, & our secure FTP. This training comes at no additional cost to the City of Ankeny.

Our EMScholar™ education portal provides up-to-date content verified by industry experts at PWW. EMScholar™ offers onsite & online training with 24/7 access to courses anywhere an Internet connection is available. Our courses are taught by knowledgeable instructors who average 20 years of experience &/or education.

Chief Compliance Officer, Kim Stanley, & our Learning & Development team annually audit & update EMS|MC's PCR documentation course. Kim and her team provide additional compliance training & updates on an as needed basis as new compliance regulations are put into place.

EMS|MC's Customer Success Department is solely tasked with building long-term partnerships with our clients through dedicated account management processes. The Customer Success Executive and/or our Training Team will provide onsite training during the deployment phase of our partnership & at increments deemed necessary by the City of Ankeny.



EMScholar™ & Crew Analysis®

Client training is a critical milestone of the EMS|MC onboarding process & once the engagement begins, EMS|MC will connect your team to EMScholar™, our education platform. EMS|MC understands flexibility is vital in the world of EMS - our online format gives you the opportunity to further your knowledge while fulfilling your other responsibilities by allowing you to choose when & where you learn.

During the onboarding process, the City of Ankeny will send "test trips" to EMS|MC. This allows our data management team to ensure that all data points are being imported appropriately, offering assurance that the City of Ankeny experiences a smooth transition. After reviewing these trips, we will provide the City of Ankeny with directional feedback for compliant billing, providing the resources to achieve it through EMScholar™, our educational portal.

Designed to create consistency & operational efficiencies, EMScholar™ is comprehensive, all-encompassing, & convenient for all users. EMScholar™ creates an audit trail that directly correlates to crew member performance, giving administrators data analytics to improve continuum of care. These courses specifically focus & educate staff on:





Narrative Writing

Patient Signatures

Medical Necessity

Physician Certification Statements

The EMScholar™ platform is included in your management fee and allows flexibility for your agency as you determine how to roll-out the training—all at once or in individual modules. EMScholar™ dovetails nicely with Crew Analysis®, our performance management tool built for your medics. This platform is designed to capture the areas we can control & that play a key role in maximizing revenue.

Using Crew Analysis® for training purposes allows the City of Ankeny to identify crew member deficiencies & in-turn enroll that crew member in the appropriate EMScholar™ module for re-training. Once completed, staff will receive a certificate of completion.

Business Reviews

Your Customer Success Executive can also provide weekly meetings, Quarterly Business Reviews (QBRs) & Annual Business Reviews (ABRs) for full transparency throughout the length of our partnership. The City of Ankeny's Weekly Meetings, QBRs & ABRs will include:

- Account performance overview
- Reporting packages
 - Monthly Reporting Package
 - Ad-Hoc Reporting Packages
 - EMSight™ Reporting Packages
- Industry Updates
- Technology Updates

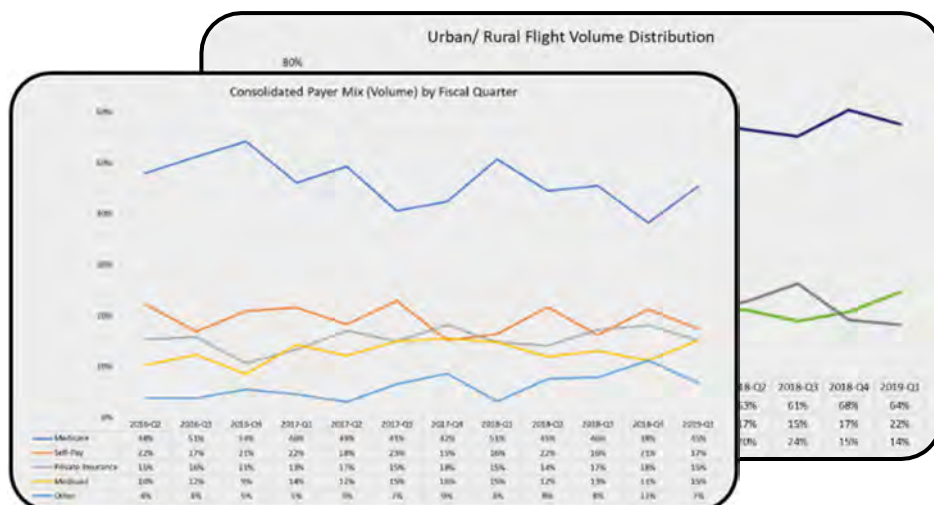
EMS|MC sets the industry's gold standard in account management by giving our clients multiple points of contact to ensure if any contingencies were to arise, a team member would be able to assist. Our Customer Success team provides a toll-free Customer Success Hotline where the City of Ankeny can be assured that their issues will be resolved by a Level II Customer Success Executive in a timely manner.

The City of Ankeny can be guaranteed 100% transparency ensuring the identification & discussion of open issues related to the services should they arise.



Key Performance Indicators

EMS|MC knows the value of defining Key Performance Indicators (KPI) during the deployment process. Once established, the City of Ankeny's Customer Success Executive is tasked with monitoring your performance, communicating the success of the below KPIs through the deployment phase weekly calls & throughout the life of the contract.



Revenue Collected Per trip/Revenue Opportunities	Net Collection Rate by Financial Class
Level of Service & Payor Mix	AR Days & Trip Reconciliation
Average Loaded Miles & Transport Volume	Benchmarking of Similar Clients
Urban/Rural/ & Super Rural Distribution	Gross Charge Matrix

Compliance & Industry Updates

EMS|MC is committed to keeping the City of Ankeny, & all our clients, up-to date on all compliance & industry updates. Kim Stanley, Chief Compliance Officer, & Regina Crawford, Advocacy Liaison, send quarterly updates on topics that can impact your community. These updates including but are not limited to:

- New Medicare Cards & How to Prepare Ground Ambulance Providers & Suppliers: Data Collection System
- Medicaid Updates
- Ambulance Cost Data Collection
- COVID-19 Resources
- Provider Stimulus Checks
- 1135 State Specific Waivers
- CARES Act - Reporting Requirements
- HSS Stimulus Funding Opportunities & others

WEBINAR

Compliance in Practice: The 8 Elements of an Effective Compliance Plan

December 19, 2023
 11 a.m. – 12 p.m. EST

Register Now!

Kim Stanley, CAC
Chief Compliance Officer



Advocacy and Market Updates

Partnering with EMS|MC as your revenue cycle management partner means we will work with you, and for you, to increase your reimbursements, minimize denials and maximize revenue.

EMS|MC knows from experience no two agencies are alike, yet each of our clients benefit from the benchmarking and trends in neighboring localities or municipalities of similar size. We have tremendous depth in the EMS marketplace and are well-versed in legislation and compliance issues that matter to the City of Ankeny.

We develop relationships throughout the EMS industry keeping us abreast of what's going on in today's EMS landscape. Our advocacy team understands how critical it is to have someone in your corner rallying for the rights of the EMS community. Given our depth in the EMS industry and broad client base, spanning across the US, EMS|MC is committed to offering value to our clients that extends beyond the standard EMS billing service.



Buck McAlpin has worked in the healthcare arena since 1985, starting as a Paramedic for North Memorial Healthcare and working through the ranks to Operations Manager and most recently as the Director of Government Relations. Buck has an extensive background in healthcare financing and a strong understanding of the commercial and governmental payment programs at the State and Federal level. Buck also understands the legislative hurdles involved around "Scope of Practice" issues. Buck drafted, lobbied and successfully implemented the first of its kind "Community Paramedic" program in Minnesota.

Buck travels around the country as a frequent speaker and a sought-out expert on Scope of Practice issues and implementation of the Community Paramedic Program.

Regina Godette-Crawford, former Chief of the North Carolina Office of EMS, serves as EMS|MC's Advocacy Liaison whose role is to drive advocacy and compliance policies for the City of Ankeny. Her presence inside at the local, state, and federal regulatory affairs gives all our clients "a seat at the table" in legislative matters. Regina is an appointed member of the Ground Ambulance Balance Billing Senate Committee.

Regina's focus on reimbursement matters, mobile integrated health programs and other EMS issues assists our clients as they navigate through the ever-changing healthcare marketplace. EMS|MC takes an active role in state and regional EMS associations and reimbursement committees allowing us to be directly involved in legislative and regulatory changes that impact EMS agencies.



EMS|MC understands that by entrusting us with your RCM process, it goes beyond just managing the billing. It is the assurance that someone is advocating on your behalf for the reimbursement issues that are important to the industry.



Beyond EMS Billing

EMS|MC acts in a consultative role in assisting clients with their commercial insurance contracts. Based on our extensive experience in these areas and the ability to provide accurate reimbursement projections, we consult with our clients to determine whether the commercial insurance contract is in the client's best interest. The City of Ankeny will make the final decisions related to the contract and can use the information and data that EMS|MC provides.



EMS|MC has served on several EMS reimbursement committees and has been very successful in guaranteeing payment directly to the provider, including enacting legislation to ensure that emergency ambulance providers are paid directly for their services without having to contract with the commercial payor. With the assistance of EMS|MC, the City of Ankeny can make a well-informed decision as to whether to contract with the various insurers to maximize reimbursement.

EMS|MC also assists clients in developing facility contracts to ensure the contract is compliant with the latest discounting policies, OIG safe harbors, and CMS regulations. EMS|MC often meets with the facilities alongside our clients to ensure prompt payment and serves as the reimbursement expert in determining the facilities responsibility to pay for services.



Implementation Timeline – Requirement N



Day 0 -7

Initiation

- Kick – Off Meeting
- New Customer Questionnaire
- New Customer Checklist
- Project Plan Review
- Communication Plan Finalized

Day 15-40

Configuration

- ePCR Access & Configuration
- IT Systems Setup
- Billing System Setup
- Payor Enrollment
- Customer Specifications
- Deposit Method
- Collections, DSO, Wage Garnishment, Reconciliation and Reporting

Day 60

Go-Live

- KPI and Metric Assurance

Day 8 - 14

Analysis

- Customer Questionnaire Review
- Customer Documentation Review

Day 41-59

Testing & Training

- EMScholar
- ePCR Import Test
- Internal Customer Specification Training

Day 121+

Sustainability

- Post Go-Live Handoff to Customer Success
- Ongoing Support & Training
- Business Reviews Monthly
- Onsite Quarterly
- EMScholar Support



Onboarding Process

EMStart is EMS|MC's methodical and meticulous deployment process. EMS|MC agrees to all items outlined in the Scope of Work & can guarantee the City of Ankeny a smooth 45-60 day onboarding process. **EMStart** is a proactive, collaborative process driven by critical deployment milestones we accomplish together with our clients. We track the progress & successful completion of each milestone on a 300+ line project plan that is tailored to your agency.

EMS|MC ensures the City of Ankeny that the Implementation Process will be initiated on August 5, with a Go-Live date no later than October 1, 2024. During the onboarding process the City of Ankeny will be given a communication guideline on their EMS|MC Team. Your client contact card is provided below.

Primary

Chelsea Mock
Customer Success Executive
chelsea.mock@emsmc.com
(720) 838-0715

Escalation

Jared Everhart
Director Customer Success
Jared.Everhart@emsmc.com
336.24.6028

Client Relations	Patient Needs
Day to Day Needs 1.800.Client Relations ClientRelations@emsmc.com	Patient Portal emsmc.com/patient-portal
Lisa Howard Customer Success Representative Lisa.Howard@emsmc.com 336.245.6024	Customer Service 800.814.5339

Deadlines are carefully established for each deployment task, so we meet our target completion dates for each milestone & commence billing on the go-live date jointly agreed upon with your agency. Your dedicated **EMStart** team closely monitors the implementation timeline & project plan providing ongoing visibility & critical milestone status updates to your agency.

The EMS|MC onboarding process begins promptly after the contract & BAA are fully executed. EMS|MC conducts a full internal training to all employees assigned to the City of Ankeny's account before the go-live date.



You guys helped us make this as seamless as possible, and we could not have asked for a better lead-up to this transition. We look forward to many years of a great partnership.

- Derek J.
Gilbert Fire and Rescue Department





Cost Proposal



Pricing for the City of Ankeny

The EMS|MC Full Revenue Cycle Management Solution pricing is an all-inclusive price, including but not limited to:

- ✓ Full Revenue Cycle Management Services
- ✓ Customizable Ad-Hoc Reporting
- ✓ EMSight™
- ✓ Crew Analysis
- ✓ NAAC Certified On-Site & Online Documentation Training -EMSCholar™
- ✓ Attorney Requests From ChartSwap

EMS|MC's advanced pricing model ensures we can offer the best possible rates to our clients. EMS|MC can offer the Revenue Cycle Management Solution services above at a fee of 3.95% of Net Collections*. There are no hidden fees or fees added later, and no there is no hourly consulting fee rate. Should the City need additional services beyond the scope, we will be open to discussion.

We appreciate your consideration and look forward to hearing from you!

** Net collections is the sum of all payments less refunds applied during the same period(s).*



Appendix

Sample Invoice Package
Proof of Insurance
SSAE No. 18 SOC 1, Type II Report
Forms



Invoice Samples



EMS|MC
EMS MANAGEMENT & CONSULTANTS

FEDERAL TAX ID:

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: 20-109808

Bill To: MICKEY M MOUSE
Patient Name: MICKEY M MOUSE
Origin: 123 TEST ST MORGANTON NC 27023
Destination: CAROLINAS HEALTHCARE SYSTEM-BLUE RIDGE

NEED TO PROVIDE INSURANCE OR MAKE A PAYMENT?

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the reverse side of this statement and return or send check/money order and include the lower portion. An enclosed envelope has been provided for your convenience.

BY PHONE: Call 1(800) 814-5339 Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

You have agreed to make a payment, due every 30 days, of \$50.00 on the balance listed.

Please make your payment of \$50.00 within 30 days to avoid further action. You may submit your payment using any of the contact options listed in the "Need to provide insurance or make a payment?" section.

Account Activity

Description	Quantity	Total
BLS Emergency Transport	1	\$415.00
Mileage	2.8	\$29.40
Total Charges:		\$444.40
Amount Due Upon Receipt:		\$50.00
Outstanding Balance:		\$444.40

PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT.

A8

PATIENT / GUARANTOR NAME: MICKEY M MOUSE

STATEMENT DATE:	10/02/2020
DATE OF SERVICE:	01/17/2020
RUN NUMBER:	20-109808
AMOUNT DUE:	\$50.00
AMOUNT ENCLOSED:	\$

We accept the following for payment (see reverse side):



PLEASE MAKE CHECK OR MONEY ORDER PAYABLE TO:



EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

ELECTRONIC SERVICE REQUESTED



MICKEY M MOUSE
2540 EMPIRE DR
WINSTON SALEM NC 27103-6796

EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

Federal Tax ID:
Incident Number:

FEDERAL TAX ID:

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: 20-1098903

Bill To: MICKEY M MOUSE
Patient Name: MICKEY M MOUSE
Origin: 123 TEST ST MORGANTON NC 27023
Destination: CAROLINAS HEALTHCARE SYSTEM-BLUE RIDGE

WE DO NOT HAVE YOUR INSURANCE ON FILE

Please provide your insurance using any of the contact options listed in the "Need to provide insurance or make a payment?" section. If you do not have insurance, you are responsible for the amount due.

NEED TO PROVIDE INSURANCE OR MAKE A PAYMENT?

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the reverse side of this statement and return or send check/money order and include the lower portion. An enclosed envelope has been provided for your convenience.

BY PHONE: Call 1(800) 814-5339 Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

Account Activity

Description	Quantity	Total
BLS Emergency Transport	1	\$415.00
Mileage	2.8	\$29.40
Total Charges:		\$444.40
Amount Due Before Insurance:		\$444.40

PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT. A3

PATIENT / GUARANTOR NAME: MICKEY M MOUSE

STATEMENT DATE:	10/02/2020
DATE OF SERVICE:	01/17/2020
RUN NUMBER:	20-1098903
AMOUNT DUE:	\$444.40
AMOUNT ENCLOSED:	\$

We accept the following for payment (see reverse side):



PLEASE MAKE CHECK OR MONEY ORDER PAYABLE TO:



EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

ELECTRONIC SERVICE REQUESTED



MICKEY M MOUSE
2540 EMPIRE DR
WINSTON SALEM NC 27103-6796

EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

Federal Tax ID:
Incident Number:



EMS MANAGEMENT & CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

PAST DUE TIME PAYMENT

97

FEDERAL TAX ID:

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: 20-109809

Bill To: MICKEY M MOUSE
Patient Name: MICKEY M MOUSE
Origin: 123 TEST ST MORGANTON NC 27023
Destination: CAROLINAS HEALTHCARE SYSTEM-BLUE RIDGE

NEED TO PROVIDE INSURANCE OR MAKE A PAYMENT?

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the reverse side of this statement and return or send check/money order and include the lower portion. An enclosed envelope has been provided for your convenience.

BY PHONE: Call 1(800) 814-5339 Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

We have not received your agreed upon payment of \$50.00 on the balance due for this claim within the allotted 30 day period. We request that you pay the full balance to avoid further collection proceedings which could adversely affect your credit rating.

If we do not receive any response within 15 days of the statement date of this letter, we will consider further action. You may submit your payment using any of the contact options listed in the "Need to provide insurance or make a payment?" section.

Account Activity

Description	Quantity	Total
BLS Emergency Transport	1	\$415.00
Mileage	2.8	\$29.40
Total Charges:		\$444.40
Amount Due Upon Receipt:		\$50.00
Outstanding Balance:		\$444.40

PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT.

A9

PATIENT / GUARANTOR NAME: MICKEY M MOUSE

STATEMENT DATE:	10/02/2020
DATE OF SERVICE:	01/17/2020
RUN NUMBER:	20-109809
PAST DUE AMOUNT:	\$50.00
AMOUNT ENCLOSED:	\$

We accept the following for payment (see reverse side):



PLEASE MAKE CHECK OR MONEY ORDER PAYABLE TO:



EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

ELECTRONIC SERVICE REQUESTED



MICKEY M MOUSE
2540 EMPIRE DR
WINSTON SALEM NC 27103-6796

EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

Federal Tax ID:
Incident Number: :

FEDERAL TAX ID:

The balance listed is past due. You are responsible for the remaining balance unless you have additional insurance.

Your ambulance services claim has been processed or is not covered by your insurance company leaving the outstanding balance listed below. The balance remaining is a result of one of the following reasons from your insurance company:

- charges not covered by your plan
- co-pay, deductible or denial
- payment was made directly to you

Please contact your insurance company directly if you have any questions regarding how your claim was processed. If you would like to provide additional insurance information or make a payment, you may do so using any of the contact options listed in the "Need to provide insurance or make a payment?" section.

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: 20-109814

Bill To: MICKEY M MOUSE
Patient Name: MICKEY M MOUSE
Origin: 123 TEST ST MORGANTON NC 27023
Destination: CAROLINAS HEALTHCARE SYSTEM-BLUE RIDGE

NEED TO PROVIDE INSURANCE OR MAKE A PAYMENT?

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the reverse side of this statement and return or send check/money order and include the lower portion. An enclosed envelope has been provided for your convenience.

BY PHONE: Call 1(800) 814-5339 Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

Account Activity

Description	Quantity	Total
BLS Emergency Transport	1	\$415.00
Mileage	2.8	\$29.40
Total Charges:		\$444.40
Amount Due Upon Receipt:		\$444.40

PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT. A14

PATIENT / GUARANTOR NAME: MICKEY M MOUSE

STATEMENT DATE:	10/02/2020
DATE OF SERVICE:	01/17/2020
RUN NUMBER:	20-109814
PAST DUE AMOUNT:	\$444.40
AMOUNT ENCLOSED:	\$

We accept the following for payment (see reverse side):



PLEASE MAKE CHECK OR MONEY ORDER PAYABLE TO:

ELECTRONIC SERVICE REQUESTED



MICKEY M MOUSE
2540 EMPIRE DR
WINSTON SALEM NC 27103-6796

EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

Federal Tax ID:
Incident Number:

FEDERAL TAX ID:

This notice is being sent to you regarding your overdue amount for ambulance services. According to our records, we have filed all appropriate claims with your insurance company (if applicable). The balance shown is now past due and is your responsibility. We request that you pay this amount in full to avoid further collection proceedings which could adversely affect your credit rating. If you have recently paid this bill, please disregard this notice.

If you are unable to pay the remaining balance, you may be eligible for a reasonable payment plan if you contact us immediately.

If we do not receive any response from you within 15 days of the statement date on this letter, we will consider further action that may impact your credit rating. Such collection actions may include collection fees, liens, judgments, and garnishments. Fees may be applied to recover the costs associated with collection towards delinquent accounts. Where applicable, unpaid invoices may be submitted to the state's Tax Garnishment Program to recover delinquent debts. Once your account has been submitted for additional collection efforts, we are unable to stop the collection proceedings. Please pay now to avoid a negative impact on your credit rating, as well as fees, penalties and interest. Thank you for your prompt attention to this important matter.

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: 20-1098902

Bill To: MICKEY M MOUSE
Patient Name: MICKEY M MOUSE
Origin: 123 TEST ST MORGANTON NC 27023
Destination: CAROLINAS HEALTHCARE SYSTEM-BLUE RIDGE

NEED TO PROVIDE INSURANCE OR MAKE A PAYMENT?

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the reverse side of this statement and return or send check/money order and include the lower portion. An enclosed envelope has been provided for your convenience.

BY PHONE: Call 1(800) 814-5339 Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

Account Activity

Description	Quantity	Total
BLS Emergency Transport	1	\$415.00
Mileage	2.8	\$29.40
Total Charges:		\$444.40
Amount Due Upon Receipt:		\$444.40

**PAYMENT DUE
FINAL NOTICE**

PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT. A2

PATIENT / GUARANTOR NAME: MICKEY M MOUSE

STATEMENT DATE:	10/02/2020
DATE OF SERVICE:	01/17/2020
RUN NUMBER:	20-1098902
PAST DUE AMOUNT:	\$444.40
AMOUNT ENCLOSED:	\$

We accept the following for payment (see reverse side):



PLEASE MAKE CHECK OR MONEY ORDER PAYABLE TO:

ELECTRONIC SERVICE REQUESTED



MICKEY M MOUSE
2540 EMPIRE DR
WINSTON SALEM NC 27103-6796

EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

Federal Tax ID:
Incident Number:

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: 20-109872

NEED TO CONTACT US:

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the below form and return in the enclosed envelope.

BY PHONE: Call us at 1(800) 814-5339 for questions regarding your account Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

FEDERAL TAX ID:

Dear MICKEY M MOUSE:

On the date of service listed, ambulance services were provided to you. We must have your signature in order to submit a claim on your behalf. If you are unable to sign, a representative such as a family member, guardian or other person who arranges for your care, or handles your affairs may sign. The request for authorization to submit a claim in no way represents a guarantee of claim submission or payment by your insurer.

For your convenience, visit www.emsbilling.com/patient to provide your signature electronically.

SIGNATURE REQUIRED IN ORDER TO FILE AMBULANCE CLAIM

PATIENT SIGNATURE STATEMENT

I authorize the submission of a claim for payment to Medicare, Medicaid, or any other payor for any services provided to me in the past, present or in the future, until such time as I revoke this authorization in writing. I understand that I am financially responsible for the services and supplies provided to me, regardless of my insurance coverage and in some cases, may be responsible for an amount in addition to that which was paid by my insurance. I agree to immediately remit any payments that I receive directly from insurance or any source whatsoever for the services provided to me and I assign all rights to such payments. I authorize the agency to appeal payment denials or other adverse decisions on my behalf. I authorize and direct any holder of medical, insurance billing or other relevant information about me to release such information and its billing agents, the Centers for Medicare and Medicaid Services, and/or any other payers or insurers, and their respective agents or contractors, as may be necessary to determine these or other benefits payable for any services provided to me, now, in the past, or in the future. I also authorize to obtain medical insurance, billing and other relevant information about me from any party, database or other source that maintains such information.

PATIENT SIGNATURE

DATE

OR

PATIENT REPRESENTATIVE

If the patient is unable to sign, please complete the section below. **If the reason the patient is unable to sign is not listed below, the patient will remain responsible for the full balance.** Please note, the Patient Representative is not financially liable for services rendered to the patient.

Unable to sign because (REQUIRED):

I am signing on behalf of the patient to authorize submission of the claim. By signing below, I acknowledge that I am one of the authorized signers listed below.

☐ Patient Legal Guardian

☐ Person who arranges for patient's treatment or exercises other responsibilities for their affairs

☐ Person receiving governmental benefits on behalf of patient

☐ Representative of a medical facility that provides other care, services or assistance to the patient

REPRESENTATIVE NAME

REPRESENTATIVE SIGNATURE

DATE

B72

ELECTRONIC SERVICE REQUESTED



MICKEY M MOUSE
2540 EMPIRE DR
WINSTON SALEM NC 27103-6796

EMS MANAGEMENT AND CONSULTANTS
PO BOX 863
LEWISVILLE NC 27023-0309

Federal Tax ID:
Incident Number:

In order to file health insurance on your behalf, your signature is REQUIRED.

I request that payment of authorized Medicare, Medicaid, or any other insurance benefits be made on my behalf to the EMS provider for any services provided to me now, in the past, or in the future. I understand that I am financially responsible for the services provided to me regardless of my insurance coverage and in some cases, may be for an amount in addition to that which was paid by my insurance. I agree to immediately remit any payments that I receive directly from insurance or any source whatsoever for the services provided to me and I assign all rights to such payments to the EMS provider. I authorize the EMS provider to appeal payment denials or other adverse decisions on my behalf without further authorizations. I authorize and direct any holder of medical information or documentation about me to release such information to the EMS provider, and its billing agents, and/or the Centers for Medicare & Medicaid Services and its carriers and agents, and/or any other payers or insurers as may be necessary to determine these or other benefits payable for any services provided to me now or in the future. A copy of this form is as valid as an original.

Please visit us online at www.emsbilling.com/patient to sign electronically.

Patient signature: _____ Date: _____

Patient Representative: If the patient is unable to sign, please complete the section below. **If the reason the patient is unable to sign is not listed below, the patient will remain responsible for the full balance.** Please note, the Patient Representative is not financially liable for services rendered to the patient.

Unable to sign because (REQUIRED): _____

I am signing on behalf of the patient to authorize submission of the claim. By signing below, I acknowledge that I am one of the authorized signers listed below.

- ☐ Patient Legal Guardian ☐ Person receiving governmental benefits on behalf of patient
- ☐ Person who arranges for patient's treatment or exercises other responsibilities for their affairs
- ☐ Representative of a medical facility that provides other care, services or assistance to the patient

Representative Name _____ Representative Signature _____

Contact Phone # _____ Date _____

INSURANCE INFORMATION

TYPE: ☐ MEDICARE ☐ MEDICAID ☐ INSURANCE

NAME _____

NAME OF INSURED/GUARANTOR _____

POLICY HOLDER _____

POLICY HOLDER'S _____

SOCIAL SECURITY # _____

INSURANCE POLICY # _____

GROUP # _____

ANY ADDITIONAL INSURANCE

TYPE: ☐ MEDICARE ☐ MEDICAID ☐ INSURANCE

NAME _____

NAME OF INSURED/GUARANTOR _____

POLICY HOLDER _____

POLICY HOLDER'S _____

SOCIAL SECURITY # _____

INSURANCE POLICY # _____

GROUP # _____

THIRD PARTY LIABILITY INSURANCE

IF ACCIDENT RELATED, WHAT TYPE OF INSURANCE ARE YOU PROVIDING ?

☐ WORKERS COMPENSATION ☐ AUTO ☐ OTHER INSURANCE

NAME OF INSURED/ POLICY HOLDER _____

CASE/CLAIM NUMBER # _____

EMPLOYER'S NAME AND ADDRESS _____

CLAIM MAILING ADDRESS _____

POLICY HOLDER'S DATE OF BIRTH _____

POLICY HOLDER'S EMPLOYER (IF APPLICABLE) _____

EMPLOYER'S TELEPHONE # _____

INSURANCE CO. TELEPHONE # _____

Need to make a payment?

Credit card or check (ACH) payments can be made at www.emsbilling.com/patient or by calling 1 (800) 814-5339. Payments made via our website will provide a confirmation number and option to receive the confirmation by email. Credit card payments returned by mail will not be processed.

There is a flat \$5.00 convenience fee applied to each credit card transaction. To avoid this fee, please pay by check (online/mailed) or money order.

FEDERAL TAX ID:

Account Details

Statement Date: 10/02/2020
Date of Service: 01/17/2020
Run Number: **20-1098910**

Bill To: MICKEY M MOUSE
Patient Name: MICKEY M MOUSE
Origin: 123 TEST ST MORGANTON NC 27023
Destination: CAROLINAS HEALTHCARE SYSTEM-BLUE RIDGE

Our records indicate that the ambulance services provided were the result of an accident and may be covered by a third party such as workers' compensation, automobile or some other type of liability insurance.

In these cases, third party liability insurance is considered the primary payer and therefore will be filed first.

Please provide the associated third-party liability/motor vehicle insurance as well as your health insurance. In order to file to your insurance, we will need your signature. Please see the "Need to provide insurance or make a payment?" section for how you can provide us this information by mail or online at our patient portal.

NEED TO PROVIDE INSURANCE OR MAKE A PAYMENT?

ONLINE: www.emsbilling.com/patient

BY MAIL: Complete the reverse side of this statement and return or send check/money order and include the lower portion. An enclosed envelope has been provided for your convenience.

BY PHONE: Call 1(800) 814-5339 Monday through Friday 8 am to 6 pm EST.

Para asistencia en español, por favor llame a servicio al cliente al 1(800) 814-5339.

Account Activity

Description	Quantity	Total
BLS Emergency Transport	1	\$415.00
Mileage	2.8	\$29.40
Total Charges:		\$444.40
Amount Due Before Insurance:		\$444.40

PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT. A10

PATIENT / GUARANTOR NAME: MICKEY M MOUSE

STATEMENT DATE:	10/02/2020
DATE OF SERVICE:	01/17/2020
RUN NUMBER:	20-1098910
AMOUNT DUE:	\$444.40
AMOUNT ENCLOSED:	\$

We accept the following for payment (see reverse side):



PLEASE MAKE CHECK OR MONEY ORDER PAYABLE TO:





CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
08/24/2023

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER Willis Towers Watson Southeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center	
	PHONE (A/C, No, Ext): 1-877-945-7378	FAX (A/C, No): 1-888-467-2378
INSURED EMS Management & Consultants, Inc. 2540 Empire Drive Suite 100 Winston Salem, NC 27103	E-MAIL ADDRESS: certificates@willis.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Citizens Insurance Company of America	NAIC # 31534
	INSURER B: The Hanover American Insurance Company	36064
	INSURER C: AXIS Insurance Company	37273
	INSURER D: Endurance American Specialty Insurance Com	41718
INSURER E:		
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** W29898846**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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	Y		ZBY-D673317-09	08/23/2023	08/23/2024	EACH OCCURRENCE \$ 2,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 4,000,000
☐ POLICY ☐ PRO-JECT ☐ LOC							PRODUCTS - COMP/OP AGG \$ 4,000,000
OTHER:							\$
B	☒ AUTOMOBILE LIABILITY			AW6-H950401-02	08/23/2023	08/23/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
B	☒ UMBRELLA LIAB ☒ OCCUR			UH6-J131275-09	08/23/2023	08/23/2024	EACH OCCURRENCE \$ 4,000,000
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$ 4,000,000
☐ DED ☐ RETENTION \$							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y / N	N / A	WH6-D673252-06	08/23/2023	08/23/2024	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Crime - Employee Theft/ERISA			P-001-001165120-01	04/30/2023	04/30/2024	Limit \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEE ATTACHED

CERTIFICATE HOLDER**CANCELLATION**

SAMPLE

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

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ACORD 25 (2016/03)

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SR ID: 24572487

BATCH: 3104970



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Southeast, Inc.		NAMED INSURED EMS Management & Consultants, Inc. 2540 Empire Drive Suite 100 Winston Salem, NC 27103
POLICY NUMBER See Page 1		
CARRIER See Page 1	NAIC CODE See Page 1	
		EFFECTIVE DATE: See Page 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: Endurance American Specialty Insurance Company
POLICY NUMBER: PRO30001099004 **EFF DATE:** 04/30/2023 **EXP DATE:** 04/30/2024

NAIC#: 41718

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Professional/Tech/Media Liab	Limit	\$5,000,000

INSURER AFFORDING COVERAGE: Endurance American Specialty Insurance Company
POLICY NUMBER: PRO30001099004 **EFF DATE:** 04/30/2023 **EXP DATE:** 04/30/2024

NAIC#: 41718

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Network Security & Privacy Liab	Limit	\$5,000,000



Crowe LLP
Independent Member Crowe Global

INDEPENDENT SERVICE AUDITOR'S REPORT

To EMS Management & Consultants, Inc.

Scope

We have examined EMS Management & Consultants, Inc.'s (EMSMC or service organization) description of its RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems entitled "System Description Provided by EMS Management & Consultants, Inc." for providing revenue cycle management services throughout the period July 1, 2021 to June 30, 2022, (description) and the suitability of the design and operating effectiveness of the controls included in the description to achieve the related control objectives stated in the description, based on the criteria identified in "Assertion of EMS Management & Consultants, Inc.'s Management" (assertion). The controls and control objectives included in the description are those that management of EMSMC believes are likely to be relevant to user entities' internal control over financial reporting, and the description does not include those aspects of the RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems that are not likely to be relevant to user entities' internal control over financial reporting.

EMSMC uses subservice organizations to provide various services as described in Section III. The description includes only the control objectives and related controls of EMSMC and excludes the control objectives and related controls of the subservice organizations. The description also indicates that certain control objectives specified by EMSMC can be achieved only if complementary subservice organization controls assumed in the design of EMSMC's controls are suitably designed and operating effectively, along with the related controls at EMSMC. Our examination did not extend to controls of the subservice organizations, and we have not evaluated the suitability of the design or operating effectiveness of such complementary subservice organization controls.

The description indicates that certain control objectives specified in the description can be achieved only if complementary user entity controls assumed in the design of EMSMC's controls are suitably designed and operating effectively, along with related controls at the service organization. Our examination did not extend to such complementary user entity controls, and we have not evaluated the suitability of the design or operating effectiveness of such complementary user entity controls.

The information included in Section V, "Other Information Provided by EMS Management & Consultants, Inc. (Unaudited)" is presented by management of EMSMC to provide additional information and is not a part of EMSMC's description of its RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems made available to user entities during the period July 1, 2021 to June 30, 2022. Information about EMSMC's response to the identified exception has not been subjected to the procedures applied in the examination of the description of the RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems and of the suitability of the design and operating effectiveness of controls to achieve the related control objectives stated in the description of the RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems, and accordingly, we express no opinion on it.

Service Organization's Responsibilities

In Section II, EMSMC has provided an assertion about the fairness of the presentation of the description and suitability of the design and operating effectiveness of the controls to achieve the related control objectives stated in the description.

SECTION I: Independent Service Auditor's Report

EMSMC is responsible for preparing the description and assertion, including the completeness, accuracy, and method of presentation of the description and assertion, providing the services covered by the description, specifying the control objectives and stating them in the description, identifying the risks that threaten the achievement of the control objectives, selecting the criteria stated in the assertion, and designing, implementing, and documenting controls that are suitably designed and operating effectively to achieve the related control objectives stated in the description.

Service Auditor's Responsibilities

Our responsibility is to express an opinion on the fairness of the presentation of the description and on the suitability of the design and operating effectiveness of the controls to achieve the related control objectives stated in the description, based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether, in all material respects, based on the criteria in management's assertion, the description is fairly presented and the controls were suitably designed and operating effectively to achieve the related control objectives stated in the description throughout the period July 1, 2021 to June 30, 2022. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

An examination of a description of a service organization's system and the suitability of the design and operating effectiveness of controls involves:

- Performing procedures to obtain evidence about the fairness of the presentation of the description and the suitability of the design and operating effectiveness of the controls to achieve the related control objectives stated in the description, based on the criteria in management's assertion.
- Assessing the risks that the description is not fairly presented and that the controls were not suitably designed or operating effectively to achieve the related control objectives stated in the description.
- Testing the operating effectiveness of those controls that management considers necessary to provide reasonable assurance that the related control objectives stated in the description were achieved.
- Evaluating the overall presentation of the description, suitability of the control objectives stated in the description, and suitability of the criteria specified by the service organization in its assertion.

Inherent Limitations

The description is prepared to meet the common needs of a broad range of user entities and their auditors who audit and report on user entities' financial statements and may not, therefore, include every aspect of the system that each individual user entity may consider important in its own particular environment. Because of their nature, controls at a service organization may not prevent, or detect and correct, all misstatements in providing revenue cycle management services. Also, the projection to the future of any evaluation of the fairness of the presentation of the description, or conclusions about the suitability of the design or operating effectiveness of the controls to achieve the related control objectives, is subject to the risk that controls at a service organization may become ineffective.

Description of Tests of Controls

The specific controls tested, and the nature, timing, and results of those tests are listed in Section IV.

SECTION I: Independent Service Auditor's Report

Opinion

In our opinion, in all material respects, based on the criteria described in EMSMC's assertion:

- a. the description fairly presents EMSMC's RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems that was designed and implemented throughout the period July 1, 2021 to June 30, 2022.
- b. the controls related to the control objectives stated in the description were suitably designed to provide reasonable assurance that the control objectives would be achieved if the controls operated effectively throughout the period July 1, 2021 to June 30, 2022, and the subservice organizations and user entities applied the complementary controls assumed in the design of EMSMC's controls throughout the period July 1, 2021 to June 30, 2022.
- c. the controls operated effectively to provide reasonable assurance that the control objectives stated in the description were achieved throughout the period July 1, 2021 to June 30, 2022, if complementary subservice organization and user entity controls assumed in the design of EMSMC's controls operated effectively throughout the period July 1, 2021 to June 30, 2022.

Restricted Use

This report, including the description of tests of controls and results thereof in Section IV, is intended solely for the information and use of EMSMC, user entities of EMSMC's RescueNet Billing and Document Imaging (EMSafe & EMSmart) systems during some or all of the period July 1, 2021 to June 30, 2022, and their auditors who audit and report on such user entities' financial statements or internal control over financial reporting and have a sufficient understanding to consider it, along with other information, including information about controls implemented by user entities themselves, when assessing the risks of material misstatement of user entities' financial statements. This report is not intended to be, and should not be, used by anyone other than the specified parties.

Crowe LLP

Crowe LLP

Atlanta, Georgia
August 30, 2022

SUBMITTAL FORM

PROPOSED PRICE: 3.95%

	Year 1 Price	Year 2 Price	Year 3 Price
Ambulance Billing Services	\$ 3.95%	\$ 3.95%	\$ 3.95%

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 scope (please use separate paper if space is not adequate):

CUSTOMER Sioux City Fire Rescue
 ADDRESS 601 Douglas Street, Sioux City, IA 51101
 CONTACT/PHONE # James Haden, Lieutenant - 712.266.5038
 E-MAIL jhaden@sioux-city.org

CUSTOMER Stuart Rescue
 ADDRESS 211 Front Street, Stuart, IA 50250
 CONTACT/PHONE # Sean Bovinett, EMS Director - 515.523.2400
 E-MAIL stuartrescue@mchsi.com

CUSTOMER Sergeant Bluff Fire & Rescue
 ADDRESS 204 Port Neal Road, Sergeant Bluff, IA 51054
 CONTACT/PHONE # Dean Lauters, Assistant EMS Chief - 712.389.0762
 E-MAIL dean.lauters@gmail.com

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 Ambulance Billing Services contract.

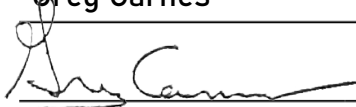
The undersigned contractor certifies that his proposal is made in good faith without collusion or connection with any other person or persons bidding on these specifications.

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.

Submitting Firm: EMS Management & Consultants, Inc.

Address: 2540 Empire Drive, Suite 100, Winston-Salem, NC 27103

Authorized Representative (print): Greg Carnes Title: CEO

Authorized Signature: 

Date: 07/10/2024 E-mail: Greg.Carnes@emsmc.com

Phone # (336) 714.9085 Fax # (336) 347.9705

EXCEPTIONS/ DEVIATIONS to this Request for Bid shall be taken below. If adequate space is not provided for exceptions/deviations, please use a separate sheet of paper. If your company has no exceptions/deviations, please write "No Exceptions" in the space below.

EMS|MC takes no exceptions to the RFP issued by Ankeny, IA



LETTER OF AGREEMENT AMBULANCE BILLING SERVICES

This Agreement is to be effective on the 5th day of August 2024, by and between EMS Management & Consultants, 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 ambulance billing services for transport and non-transport related charges.

Term of Contract:

- The term of the contract is August 5, 2024 through June 30, 2027.
- The City and the Contractor may renew the original contract for three (3) additional one-year time periods by mutual agreement.
- The contract may be terminated by the City for any reason, upon the City providing notice to the Contractor within thirty (30) days of cancellation.

Contract Documents: The Agreement consists of the following contract documents, which by this reference are incorporated herein:

- This signed Letter of Agreement;
- The Request for Bid for Ambulance Billing Services, dated June 18, 2024;
- The bid submitted by the Contractor on July 10, 2024.

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.

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: **Mark Holm, Mayor**

Date

EMS Management & Consultants, Inc.

Signed by:

Jay Gyure

Chief Financial Officer 7/26/2024

By: **Company Representative**

Date



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** accepting final plat, letter of credit for seeding and erosion control, performance and maintenance bonds for paving, subgrade, and underground improvements, platted easements, park site dedication agreement, warranty deed for streets, and authorizing cost-participation for installation of sidewalk and extending sewer and water service to existing lots along NE Berwick Drive, for Berwick Estates Plat 1.

EXECUTIVE SUMMARY:

Berwick Estates Plat 1 is a proposed 45.81-acre (+/-) plat located east of NE Berwick Drive and south of SE Oralabor Drive. The subject plat creates 61 single-family lots, three street lots, and two outlots for stormwater management and shows associated utilities and easements. The proposed plat is in general conformance with the Berwick Estates PUD that was approved by City Council June 3, 2024.

FISCAL IMPACT: **Yes**

Authorize cost participation request for the extension of sidewalk and utilities to two existing properties along NE Berwick Drive in an amount estimated to be \$112,684.00.

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

The Plan and Zoning Commission recommended City Council approval on July 2, 2024.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 P&Z Minutes
 Final Plat
 Staff Report
 Aerial Map
 Applicant Letter

WHEN RECORDED RETURN TO:

City Clerk
410 W. 1st Street
Ankeny, Iowa 50023

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

Phone: 515-963-3556

RESOLUTION

RESOLUTION ACCEPTING FINAL PLAT, LETTER OF CREDIT FOR SEEDING AND EROSION CONTROL, PERFORMANCE AND MAINTENANCE BONDS FOR PAVING SUBGRADE AND UNDERGROUND IMPROVEMENTS, PLATTED EASEMENTS, PARK SITE DEDICATION AGREEMENT, WARRANTY DEED FOR STREETS, AND AUTHORIZING COST-PARTICIPATION FOR SIDEWALK INSTALLATION AND EXTENSION OF UTILITY SERVICE TO EXISTING DEVELOPED LOTS, FOR BERWICK ESTATES PLAT 1

WHEREAS, the Plan and Zoning Commission of the City of Ankeny, Iowa, recommended approval of the final plat for Berwick Estates Plat 1 on the 2nd day of July 2024; and

WHEREAS, the attorney's title opinion, performance bonds for paving, subgrade, and underground improvements, public easement documents, park site dedication agreement, warranty deed to streets, have been submitted and approved by the City Engineer and the 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:

1. That final plat for Berwick Estates Plat 1 is hereby approved; and
2. That the performance and maintenance bonds for paving, subgrade, and underground improvements are hereby accepted; and
3. That the Public Gas, Public Utility, Public Storm Sewer, Public Sanitary Sewer, Public Sanitary Storm Sewer and Drainage, Public Drainage, Public Storm Sewer and Drainage, Sanitary Sewer Access and Stormwater Detention Access, Electric, Landscape Buffer, Temporary Turnaround and Utility Easements, Stormwater Management Facility Maintenance Covenant and Permanent Easement Agreement, are hereby accepted; and
4. That warranty deed for streets is hereby accepted; and
5. That the off-site Public Gas and Public Utility Easements are hereby accepted; and
6. That the park site dedication agreement is hereby accepted; and
7. That cost participation for sidewalk installation and extension of utility services to existing developed lots be authorized in an amount estimated to be \$112,684.00 is hereby approved.

PASSED AND APPROVED this 5th day of August 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

Meeting Minutes
Plan & Zoning Commission Meeting

Tuesday, July 2, 2024

Ankeny City Council Chambers, Second Floor
1250 SW District Drive, Ankeny, Iowa

CALL TO ORDER

Chair Ted Rapp called the July 2, 2024 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

ROLL CALL

Members present: Ted Rapp, Randy Weisheit, Trina Flack, Lisa West, Todd Ripper, and Glenn Hunter.

Absent: Annette Renaud.

Staff present: Eric Jensen, Eric Carstens, Jake Heil, Bryan Morrissey, Ryan Kirschman, and Brenda Fuglsang.

CONSENT AGENDA ITEMS

Item #3. Berwick Estates Plat 1 Final Plat

Motion to recommend City Council approval of the Berwick Estates Plat 1 Final Plat; and recommend City Council authorization of cost-participation request for water main extension to two existing lots and sidewalk cost sharing along NE Berwick Drive in the amount estimated to be \$112,684.

Motion by L.West to approve the recommendations for Consent Agenda Item(s) #1 - #3. Second by R.Weisheit. All voted aye. Motion carried 6 – 0.

BERWICK ESTATES PLAT 1 ANKENY, IOWA FINAL PLAT

INDEX LEGEND	
CITY: ANKENY	
COUNTY: POLK	
PLAT: PARCEL 'O'	
SUBDIVISION: DRA ACRES PLAT 1	
PROPRIETOR: BERWICK HOLDINGS LLC	
REQUESTED BY: CITY OF ANKENY	
SURVEYOR: STEPHEN L. ZIMMERMAN II	
COMPANY: MCCLURE	
PREPARED BY & RETURN TO: STEPHEN L. ZIMMERMAN II	
335 SE ORALABOR ROAD	
ANKENY, IOWA 50021 / 515-512-1361	

OWNERS:
BERWICK HOLDINGS LLC
1615 SW MAIN STREET, SUITE #207
ANKENY, IOWA 50021
(712) 540-3756
JBECKER@MCCLUREVISION.COM
ATTN: ERIC BOHENKAMP

ENGINEER:
MCCLURE
1360 NW 121ST STREET
CLIVE, IA 50325
(515) 964-1228
JBECKER@MCCLUREVISION.COM
ATTN: JAKE BECKER

- GENERAL NOTES:**
- LOT 'A', LOT 'B', AND LOT 'C' TO BE DEDICATED TO THE CITY OF ANKENY FOR RIGHT OF WAY PURPOSES
 - OUTLOT 'X' & OUTLOT 'Z' TO BE OWNED AND MAINTAINED BY THE HOA FOR THE PURPOSE OF STORMWATER DETENTION.
 - 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.
 - THE DEVELOPER SHALL BE RESPONSIBLE FOR STREETLIGHT INSTALLATION WITHIN THE PLAT, INCLUDING ALONG BERWICK DRIVE.
 - THE DEVELOPER SHALL BE RESPONSIBLE FOR THE EASTBOUND RIGHT TURN LANE ON NE 78TH STREET AT THE INTERSECTION OF NE BERWICK DRIVE.
 - LOTS 1-5, LOT 34, LOT 35, AND LOT 55 SHALL NOT HAVE DRIVEWAY ACCESS ON NE BERWICK DRIVE. LOT 1 AND LOT 11 SHALL NOT HAVE ACCESS SE 30TH STREET. LOT 32 THRU LOT 35 SHALL NOT HAVE ACCESS ON SE 33RD STREET. THE DRIVEWAY FOR LOT 55 SHALL BE AS FAR EAST AS POSSIBLE.
 - DRIVEWAYS SHALL AVOID SIDEWALK RAMPS, WATER VALVES AND STORM SEWER STRUCTURES AS NECESSARY. THIS APPLIES TO ALL LOTS, AND SPECIFIC CALLOUTS INCLUDE LOTS 1, 20, 24, 27, 30, 35, 53, 54, 57, & 61.
 - SUMP LINES FOR LOTS 56 THRU 60 ARE TO EXTEND AT LEAST TO THE RIGHT OF WAY LINE ALONG BERWICK DRIVE AND ARE TO BE INSTALLED BY HOMEOWNER.
 - LOTS 56 THRU 60 TO BE LIMITED TO DRIVEWAY ACCESS VIA NE BERWICK DRIVE.
 - NO FENCES OR SHEDS SHALL BE ALLOWED WITHIN THE LANDSCAPE LANDSCAPE BUFFER EASEMENT
 - LOTS 1 THRU 5, 34 THRU 35, AND 55 THRU 60 CONTAIN A LANDSCAPE LANDSCAPE BUFFER EASEMENT ADJACENT TO NE BERWICK DRIVE. THE LANDSCAPE LANDSCAPE BUFFER EASEMENT REQUIRES THE HOMEOWNER TO PLANT TWO TREES PLUS SIX SHRUBS OR THREE TREES PLUS THREE SHRUBS. NO FENCES OR ACCESSORY STRUCTURES ARE ALLOWED WITHIN THE LANDSCAPE BUFFER EASEMENT. THE LANDSCAPING SHALL BE INSTALLED AT THE TIME OF HOME CONSTRUCTION.

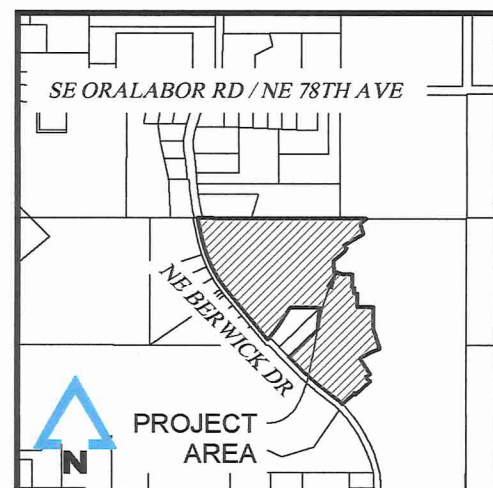
12) FENCES ARE NOT ALLOWED WITHIN THE STORMWATER MANAGEMENT FACILITY EASEMENT ON LOTS 15-20 AND LOT 61

LEGAL DESCRIPTION:
A PARCEL OF LAND BEING A PART OF PARCEL 'O' AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 15089, PAGE 430 IN THE OFFICE OF THE RECORDER, POLK COUNTY, IOWA AND ALSO BEING A PART OF OUTLOT 'X' OF DRA ACRES PLAT 1, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, COUNTY OF POLK, STATE OF IOWA, AS SHOWN IN BOOK 15393, PAGE 121 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID PARCEL 'O' THENCE ALONG THE NORTH LINE OF SAID PARCEL 'O' S89°55'08"E, 160.30 FEET; THENCE CONTINUING ALONG SAID NORTH LINE S89°53'03"E, 1321.27 FEET TO THE SOUTHEAST CORNER OF LOT 2 OF FOURMILE WOODS PLAT 2, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, STATE OF IOWA; THENCE CONTINUING ALONG SAID NORTH LINE S89°40'42"E, 273.72 FEET; THENCE DEPARTING SAID NORTH LINE S48°37'54"W, 86.51 FEET; THENCE S17°35'59"E, 110.14 FEET; THENCE S59°31'11"W, 239.84 FEET; THENCE S51°27'24"E, 39.94 FEET; THENCE S29°40'37"W, 43.11 FEET; THENCE S51°51'32"W, 150.55 FEET; THENCE S07°39'25"E, 129.75 FEET; THENCE N90°00'00"E, 41.02 FEET; THENCE S78°52'28"E, 70.19 FEET; THENCE N90°00'00"E, 75.00 FEET; THENCE S00°00'00"E, 140.00 FEET; THENCE N80°00'00"E, 64.07 FEET; THENCE S00°00'00"E, 185.00 FEET; THENCE N80°00'00"E, 170.00 FEET; THENCE S00°00'00"E, 234.95 FEET; THENCE S18°02'30"E, 211.53 FEET; THENCE S47°48'25"W, 200.00 FEET; THENCE S66°48'03"W, 38.83 FEET; THENCE S33°11'57"E, 195.00 FEET; THENCE S58°48'03"W, 50.75 FEET; THENCE S39°09'08"W, 178.08' (M&R); THENCE S39°09'08"W, 178.08' (M&R); THENCE S47°40'11"W, 149.89 FEET; THENCE S42°54'11"W, 17.00 FEET TO THE WESTERLY LINE OF SAID OUTLOT 'X' OF DRA ACRES PLAT 1, ALSO BEING THE EASTERLY RIGHT-OF-WAY LINE OF SE BERWICK DRIVE; THENCE ALONG SAID WESTERLY LINE 15.69 FEET ALONG A 283.00 FOOT RADIUS CURVE, CONCAVE SOUTHWEST, WITH A CHORD BEARING N48°41'05"W, AND A CHORD LENGTH OF 15.68 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE N50°14'05"W, 39.79 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE 67.29 FEET ALONG A 2033.00 FOOT RADIUS CURVE, CONCAVE SOUTHWEST, WITH A CHORD BEARING N51°06'34"W, AND A CHORD LENGTH OF 67.29 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE N51°59'32"W, 130.76 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE 65.18 FEET ALONG A 1967.00 FOOT RADIUS CURVE, CONCAVE NORTHEAST, WITH A CHORD BEARING N51°05'13"W, AND A CHORD LENGTH OF 65.18 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE N49°56'53"W, 58.49 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE 309.96 FEET ALONG A 2967.00 FOOT RADIUS CURVE, CONCAVE NORTHEAST, WITH A CHORD BEARING N47°12'13"W, WITH A CHORD LENGTH OF 309.82 FEET; THENCE CONTINUING ALONG SAID WEST LINE N43°56'07"W, 55.40 FEET; THENCE DEPARTING SAID WESTERLY LINE AND ALONG THE LINE CONGRUENT BETWEEN SAID OUTLOT 'X' AND LOT 2 OF SAID DRA ACRES PLAT 1 N45°51'34"E, 415.00 FEET; THENCE CONTINUING ALONG SAID CONGRUENT LINE N04°38'12"E, 228.29 FEET TO THE MOST NORTHERLY CORNER OF SAID LOT 2; THENCE ALONG THE NORTH LINE OF LOT 1 OF SAID DRA ACRES PLAT 1, SAID NORTH LINE BEING CONGRUENT WITH SAID PARCEL 'O', N89°36'54"W, 312.53 FEET; THENCE ALONG THE LINE CONGRUENT WITH SAID LOT 1 AND SAID PARCEL 'O' S30°57'41"W, 228.07 FEET; THENCE CONTINUING ALONG SAID CONGRUENT LINE S39°09'08"W, 178.08 FEET; THENCE DEPARTING SAID CONGRUENT LINE AND ALONG THE WESTERLY LINE OF SAID PARCEL 'O' N39°43'08"W, 652.19 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE 587.94 FEET ALONG A 1246.09 FOOT RADIUS CURVE, CONCAVE NORTHEAST, WITH A CHORD BEARING N26°13'45"W, AND A CHORD LENGTH OF 582.50 FEET; THENCE CONTINUING ALONG SAID WESTERLY LINE N12°43'06"W, 245.69 FEET TO THE POINT OF BEGINNING.

DESCRIBED AREA CONTAINS 45.81 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

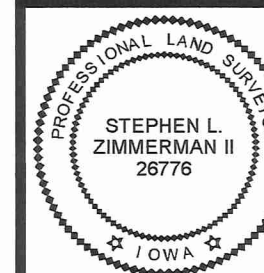
GENERAL LEGEND	
---	SURVEY BOUNDARY
---	PROPOSED LOT
---	EXIST PROPERTY LINE
---	SECTION LINE
---	SETBACK LINE
---	PROPOSED EASEMENT
---	EXIST EASEMENT
MONUMENTS FOUND:	
▲	SECTION CORNER
■	TYPE AS NOTED
■	1/2" REBAR W/NO CAP
■	1/2" REBAR W/PPC #18643
●	(UNLESS NOTED OTHERWISE)
MONUMENTS SET:	
○	1/2" REBAR W/PPC #26776
×	CUT X OR MAG NAIL
FOUND:	
---	PG BK PG
---	MEASURED, RECORDED
---	RIGHT-OF-WAY
---	PUBLIC UTILITY EASEMENT
---	P.O.B. POINT OF BEGINNING
---	P.O.C. POINT OF COMMENCEMENT



LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S48°37'54"W	86.51'
L2	S17°35'59"E	110.14'
L3	S51°27'24"E	39.94'
L4	S29°40'37"W	43.11'
L5	S51°51'32"W	150.55'
L6	S07°39'25"E	129.75'
L7	N90°00'00"E	41.02'
L8	S78°52'28"E	70.19'
L9	N90°00'00"E	75.00'
L10	S00°00'00"E	140.00'
L11	N90°00'00"E	54.07'
L12	S66°48'03"W	38.83'
L13	S56°48'03"W	50.75'

BOUNDARY CURVE TABLE (MEASURED)					
CURVE #	LENGTH	RADIUS	DELTA	CHD B	CHD L
C1	194.61'	660.00'	16°53'39"	S66°14'52"W	193.90'
C2	63.87'	630.00'	5°48'33"	S39°17'19"E	63.85'
C3	19.32'	830.00'	1°20'02"	N41°31'34"W	19.32'
C4	15.69'	283.00'	3°10'33"	N48°41'05"W	15.68'
C5	67.29'	2033.00'	1°53'47"	N51°06'34"W	67.29'
C6	65.18'	1967.00'	1°53'59"	N51°05'13"W	65.18'
C7	309.96'	2967.00'	5°59'08"	N47°12'13"W	309.82'
C8	587.94'	1246.09'	27°02'01"	N26°13'45"W	582.50'
C9	22.85'	283.00'	4°37'42"	N44°46'58"W	22.85'

BOUNDARY CURVE TABLE (RECORDED)					
CURVE #	LENGTH	RADIUS	DELTA	CHD B	CHD L
C5	67.37'	2033.00'	1°53'56"	N51°08'54"W	67.37'
C6	65.15'	1967.00'	1°53'52"	N51°08'56"W	65.14'
C7	309.64'	2967.00'	5°58'46"	N47°12'37"W	309.82'
C8	587.80'	1246.09'	27°01'38"	N26°13'45"W	582.37'



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.

DATE SURVEYED: 05/08/2024 SHEETS 1-6

**BERWICK ESTATES PLAT 1
FINAL PLAT**

ENGINEER: J. BOHENKAMP
DRAWN BY: S. ZIMMERMAN II
SURVEYOR: S. ZIMMERMAN II
CREW CHIEF: S. ZIMMERMAN II

REVISIONS:
05/10/2024
05/17/2024
07/03/2024
07/25/2024

ANKENY, IOWA
POLK COUNTY

202300306
02/22/2024

SHEET NO: 01/06

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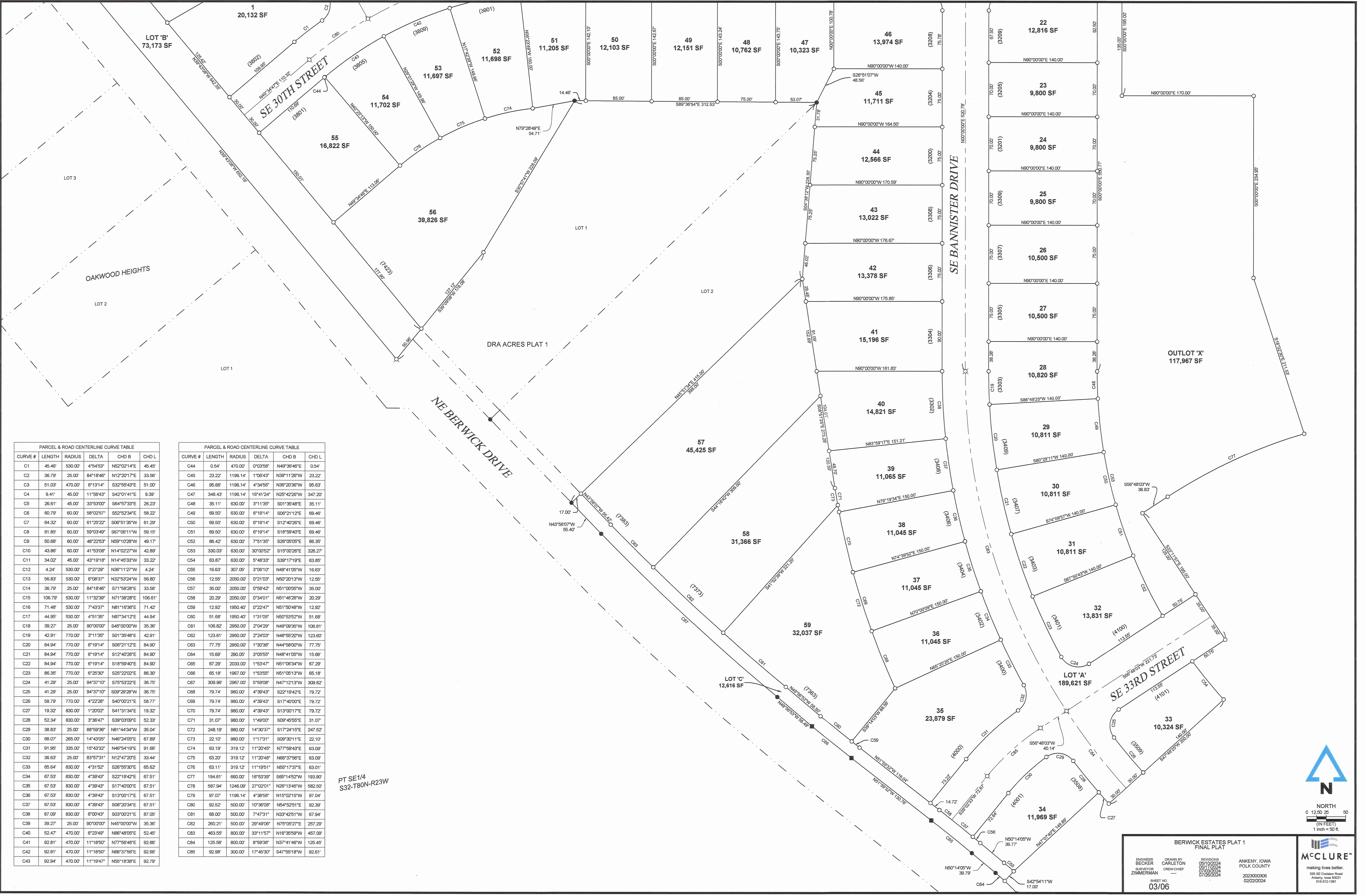


BERWICK ESTATES PLAT 1
FINAL PLAT

ENGINEER	DRAWN BY	REVISIONS	ANKENY, IOWA
BECKER	CARLETON	05/10/2024	POLK COUNTY
SURVEYOR	CREW CHIEF	05/17/2024	
ZIMMERMAN		07/03/2024	
		07/26/2024	

SHEET NO. 02/06

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355 SE Oakdale Road
Hickory, Iowa 50221
515-512-1361



PARCEL & ROAD CENTERLINE CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CHD B
C1	45.46'	530.00'	4°54'53"	N52°02'14"E
C2	36.79'	25.00'	84°18'46"	N12°20'17"E
C3	51.03'	470.00'	6°13'14"	S32°55'43"E
C4	9.41'	45.00'	11°58'43"	S42°01'41"E
C5	26.61'	45.00'	33°53'00"	S64°57'33"E
C6	60.79'	60.00'	58°02'57"	S52°52'34"E
C7	64.32'	60.00'	61°25'22"	S08°51'35"W
C8	61.85'	60.00'	59°03'49"	S67°06'11"W
C9	50.66'	60.00'	48°22'53"	N59°10'28"W
C10	43.66'	60.00'	41°53'08"	N14°02'27"W
C11	34.02'	45.00'	43°19'18"	N14°45'33"W
C12	4.24'	530.00'	0°27'29"	N36°11'27"W
C13	56.83'	530.00'	6°08'37"	N32°53'24"W
C14	36.79'	25.00'	84°18'46"	S71°58'28"E
C15	106.79'	530.00'	11°32'39"	N71°38'28"E
C16	71.48'	530.00'	7°43'37"	N81°16'36"E
C17	44.95'	530.00'	4°51'35"	N87°34'12"E
C18	39.27'	25.00'	90°00'00"	S45°00'00"W
C19	42.91'	770.00'	3°11'35"	S01°35'48"E
C20	84.94'	770.00'	6°19'14"	S06°21'12"E
C21	84.94'	770.00'	6°19'14"	S12°40'26"E
C22	84.94'	770.00'	6°19'14"	S18°59'40"E
C23	86.35'	770.00'	6°25'30"	S25°22'02"E
C24	41.29'	25.00'	94°37'10"	S75°53'22"E
C25	41.29'	25.00'	94°37'10"	S09°29'28"W
C26	58.79'	770.00'	4°22'28"	S40°00'21"E
C27	19.32'	830.00'	1°20'02"	S41°31'34"E
C28	52.34'	830.00'	3°36'47"	S39°03'09"E
C29	38.83'	25.00'	88°59'36"	N81°44'34"W
C30	68.07'	265.00'	14°43'05"	N46°24'05"E
C31	91.95'	335.00'	15°43'32"	N46°54'19"E
C32	36.63'	25.00'	83°57'31"	N12°47'20"E
C33	65.64'	830.00'	4°31'52"	S26°59'30"E
C34	67.53'	830.00'	4°39'43"	S22°19'42"E
C35	67.53'	830.00'	4°39'43"	S17°40'00"E
C36	67.53'	830.00'	4°39'43"	S13°00'17"E
C37	67.53'	830.00'	4°39'43"	S08°20'34"E
C38	87.09'	830.00'	6°00'43"	S03°00'21"E
C39	39.27'	25.00'	90°00'00"	N45°00'00"W
C40	52.47'	470.00'	6°23'49"	N86°48'05"E
C41	92.81'	470.00'	11°18'50"	N77°56'46"E
C42	92.81'	470.00'	11°18'50"	N66°37'56"E
C43	92.94'	470.00'	11°19'47"	N56°18'38"E

PARCEL & ROAD CENTERLINE CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CHD B
C44	0.54'	470.00'	0°03'58"	N49°36'46"E
C45	23.22'	1196.14'	1°06'43"	N39°11'26"W
C46	95.66'	1196.14'	4°34'56"	N36°20'36"W
C47	348.43'	1196.14'	16°41'24"	N25°42'26"W
C48	35.11'	630.00'	3°11'35"	S01°35'48"E
C49	69.50'	630.00'	6°19'14"	S06°21'12"E
C50	69.50'	630.00'	6°19'14"	S12°40'26"E
C51	69.50'	630.00'	6°19'14"	S18°59'40"E
C52	86.42'	630.00'	7°51'35"	S26°05'05"E
C53	330.03'	630.00'	30°00'52"	S15°00'26"E
C54	63.87'	630.00'	5°48'33"	S39°17'19"E
C55	16.63'	307.05'	3°06'10"	N48°41'05"W
C56	12.55'	2050.00'	0°21'03"	N50°20'13"W
C57	35.00'	2050.00'	0°58'42"	N51°00'05"W
C58	20.29'	2050.00'	0°34'01"	N51°46'26"W
C59	12.92'	1950.40'	0°22'47"	N51°50'48"W
C60	51.68'	1950.40'	1°31'05"	N50°53'52"W
C61	106.82'	2950.00'	2°04'29"	N49°09'35"W
C62	123.61'	2950.00'	2°24'03"	N46°55'20"W
C63	77.75'	2950.00'	1°30'36"	N44°58'00"W
C64	15.69'	290.05'	3°05'55"	N48°41'05"W
C65	67.29'	2033.00'	1°53'47"	N51°06'34"W
C66	65.18'	1967.00'	1°53'55"	N51°05'13"W
C67	309.98'	2967.00'	5°59'08"	N47°12'13"W
C68	79.74'	980.00'	4°39'43"	S22°19'42"E
C69	79.74'	980.00'	4°39'43"	S17°40'00"E
C70	79.74'	980.00'	4°39'43"	S13°00'17"E
C71	31.07'	980.00'	1°49'00"	S09°45'56"E
C72	248.19'	980.00'	14°30'37"	S17°24'15"E
C73	22.10'	980.00'	1°17'31"	S09°30'11"E
C74	63.19'	319.12'	11°20'45"	N77°58'43"E
C75	63.20'	319.12'	11°20'48"	N66°37'56"E
C76	63.11'	319.12'	11°19'51"	N55°17'37"E
C77	194.61'	660.00'	16°53'39"	S65°14'52"W
C78	587.94'	1246.09'	27°02'01"	N26°13'45"W
C79	97.07'	1196.14'	4°38'58"	N15°02'15"W
C80	92.52'	500.00'	10°36'08"	N54°52'51"E
C81	68.00'	500.00'	7°47'31"	N33°42'51"W
C82	260.21'	500.00'	29°49'05"	N75°05'27"E
C83	463.59'	800.00'	33°11'57"	N16°35'59"W
C84	125.58'	800.00'	8°59'38"	N37°41'46"W
C85	92.98'	300.00'	17°45'30"	S47°55'18"W

PT SE 1/4
S32-T80N-R23W



BERWICK ESTATES PLAT 1
FINAL PLAT

ENGINEER
BECKER

DRAWN BY
CARLETON

SURVEYOR
ZIMMERMAN

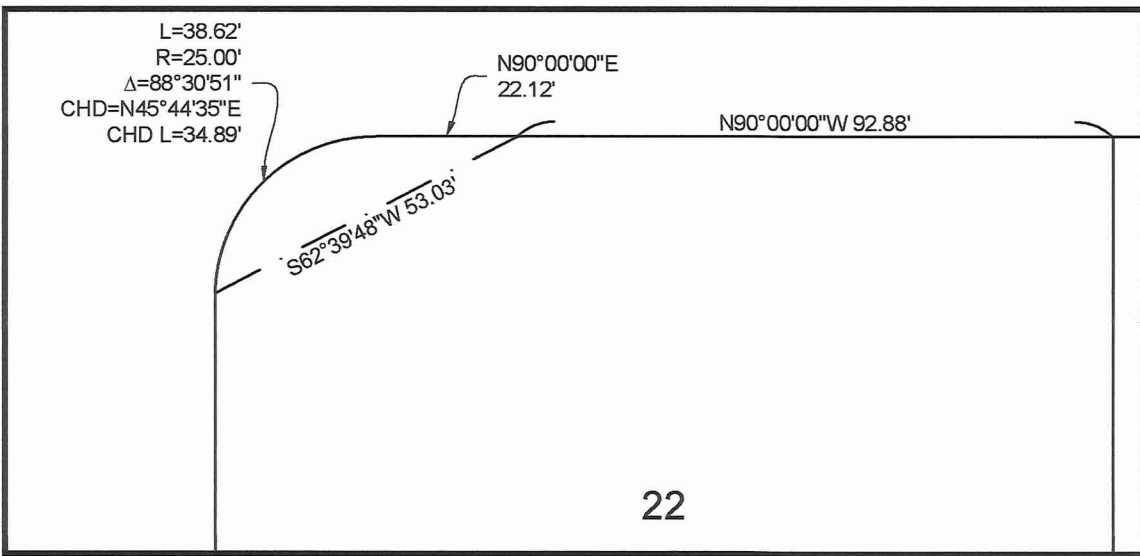
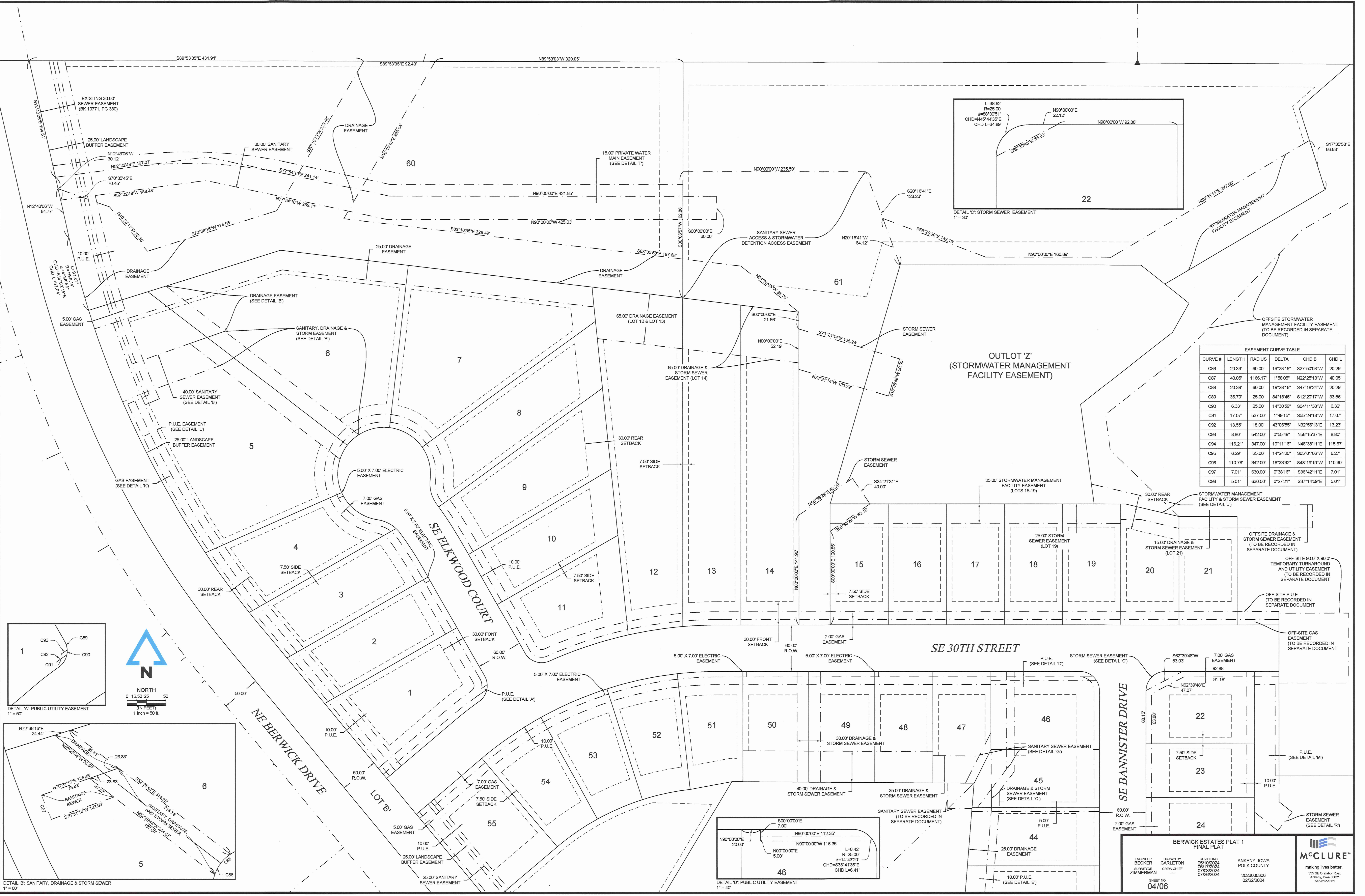
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ANKENY, IOWA
POLK COUNTY

2023000306
02/22/2024

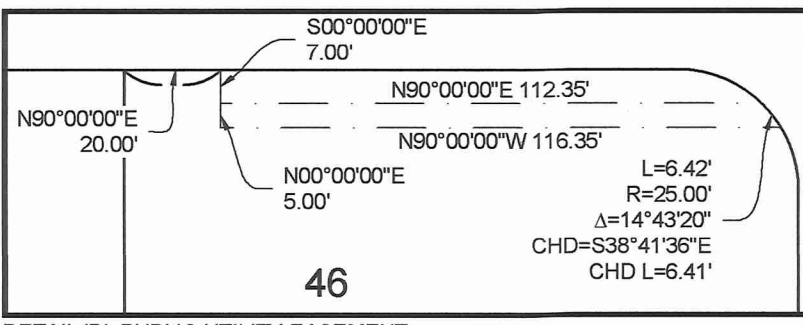
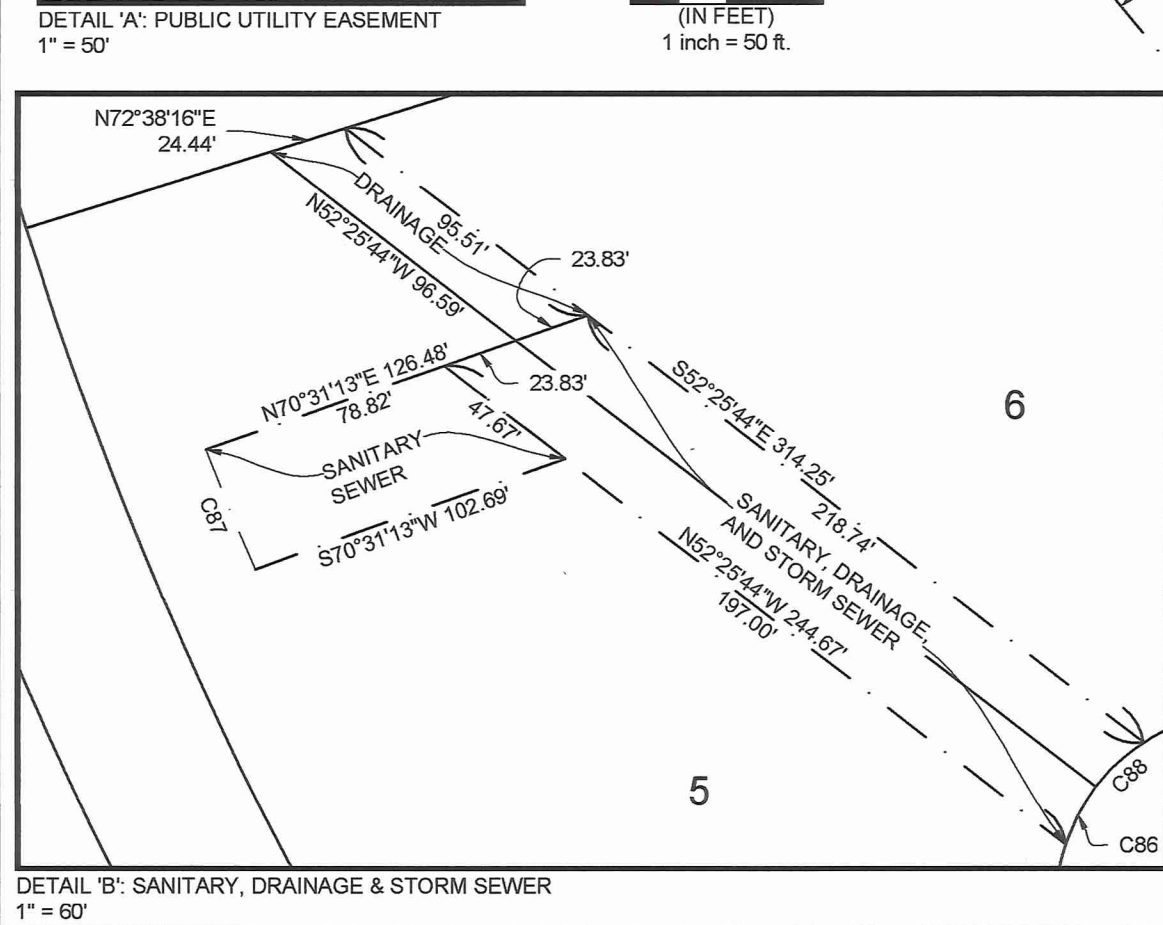
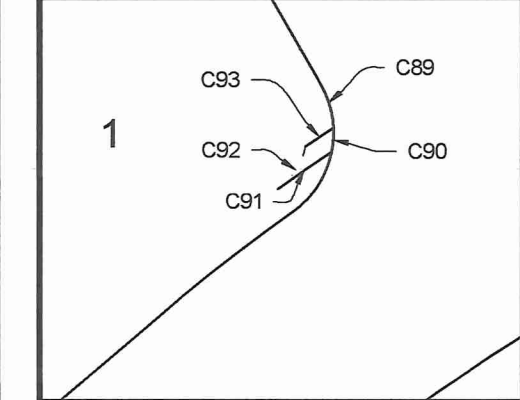
SHEET NO.
03/06

making lives better.
335 SE Oaklawn Road
Ashley, Iowa 50221
515-912-1391



DETAIL C: STORM SEWER EASEMENT
1" = 30'

EASEMENT CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHD B	CHD L
C86	20.39'	60.00'	19°28'16"	S27°50'08"W	20.29'
C87	40.05'	1166.17'	1°56'05"	N22°25'13"W	40.05'
C88	20.39'	60.00'	19°28'16"	S47°18'24"W	20.29'
C89	36.79'	25.00'	84°18'46"	S12°20'17"W	33.56'
C90	6.33'	25.00'	14°30'59"	S04°11'38"W	6.32'
C91	17.07'	537.00'	1°49'15"	S55°24'18"W	17.07'
C92	13.55'	18.00'	43°06'55"	N32°56'13"E	13.23'
C93	8.80'	542.00'	0°55'49"	N56°15'37"E	8.80'
C94	116.21'	347.00'	19°11'16"	N48°38'11"E	115.67'
C95	6.29'	25.00'	14°24'20"	S05°01'06"W	6.27'
C96	110.78'	342.00'	18°33'32"	S48°19'19"W	110.30'
C97	7.01'	630.00'	0°38'16"	S36°42'11"E	7.01'
C98	5.01'	630.00'	0°27'21"	S37°14'59"E	5.01'



BERWICK ESTATES PLAT 1
FINAL PLAT

ENGINEER: BECKER
SURVEYOR: CARLTON
DRAWN BY: CARLTON
CREW CHIEF: ZIMMERMAN

REVISIONS:
05/10/2024
05/17/2024
07/03/2024
07/26/2024

ANKENY, IOWA
POLK COUNTY

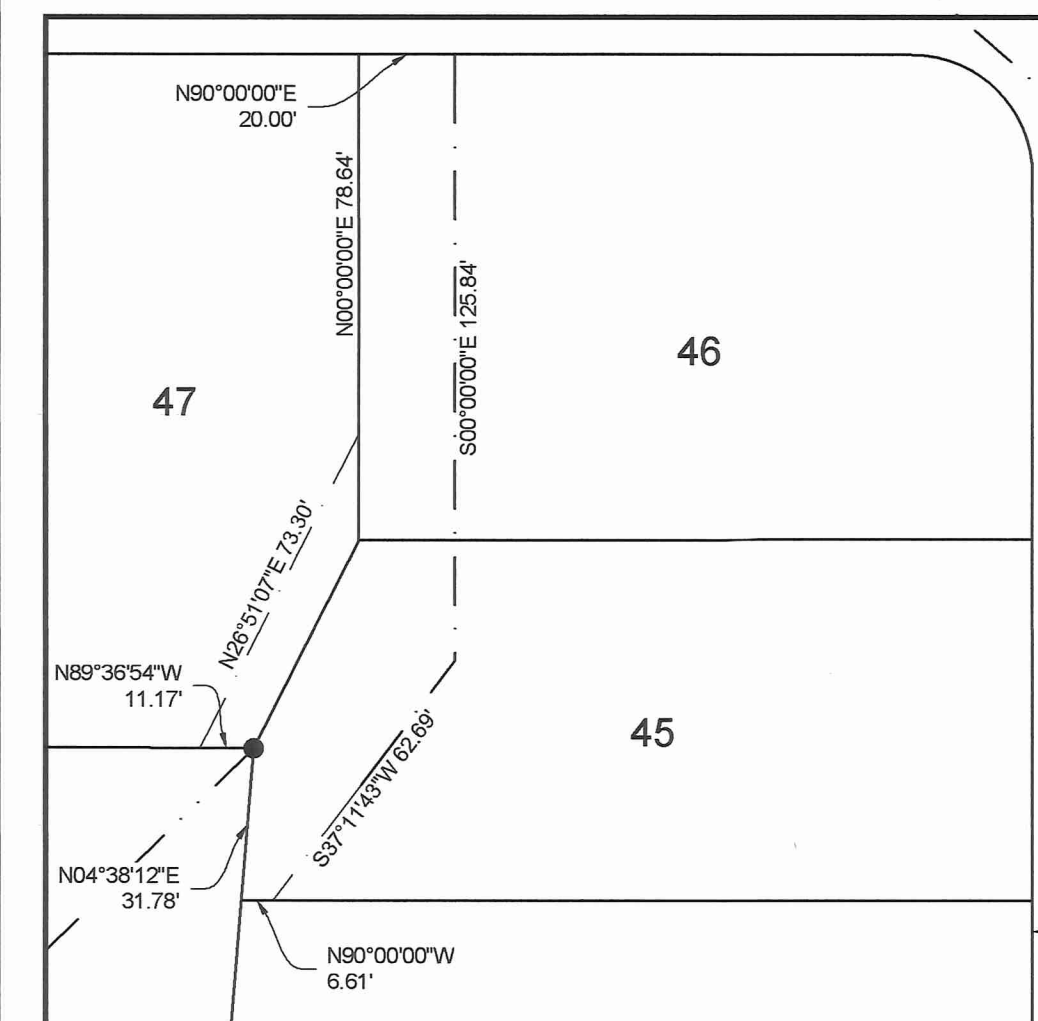
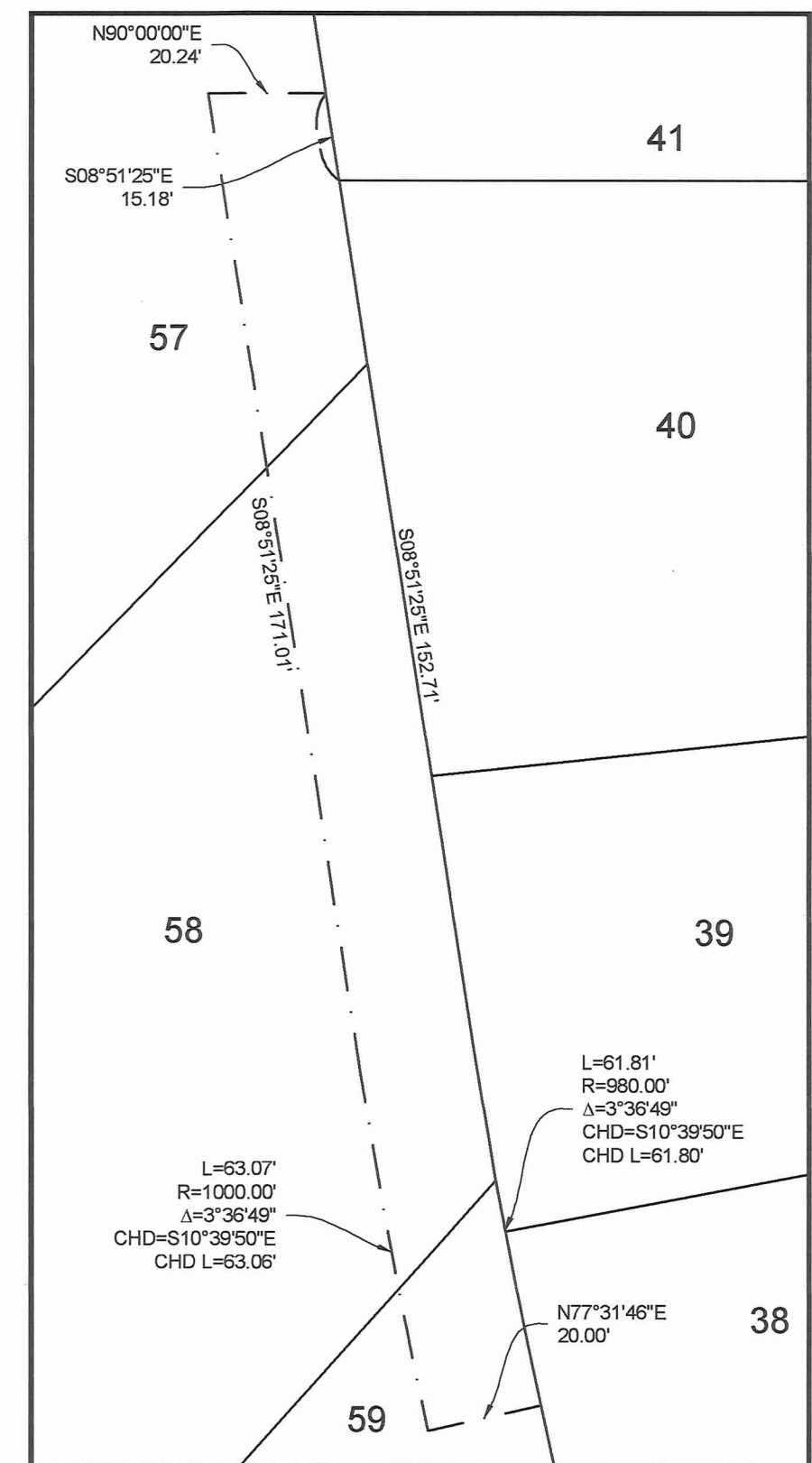
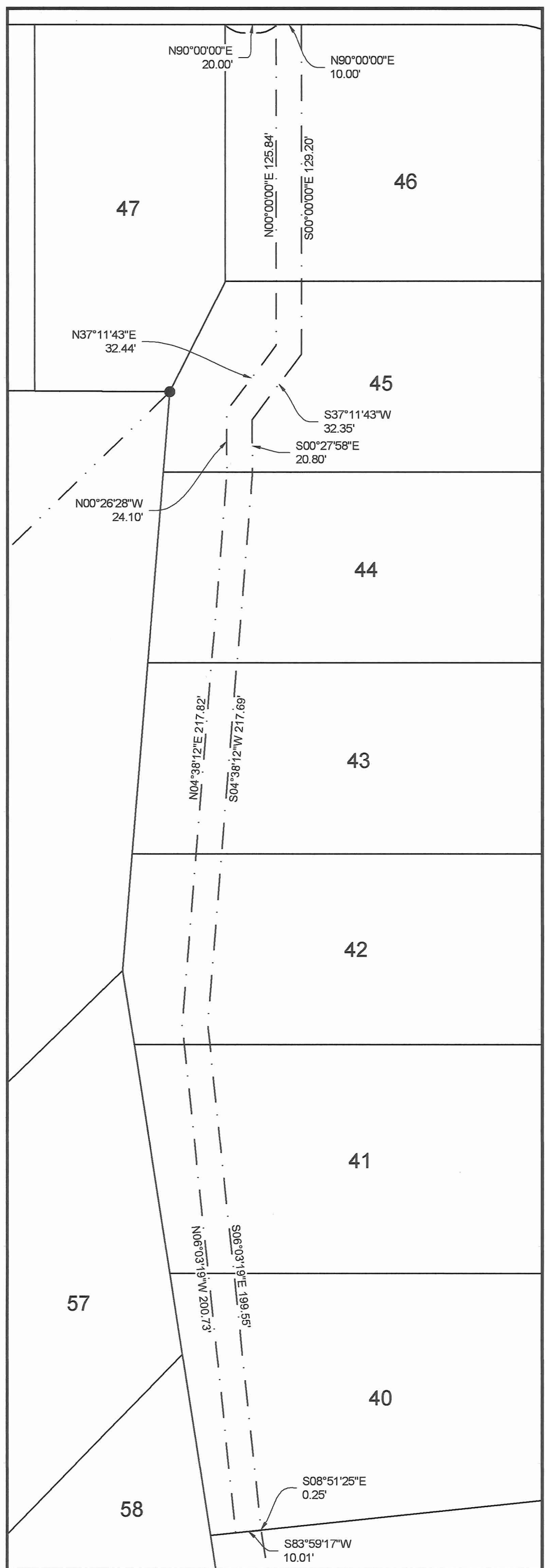
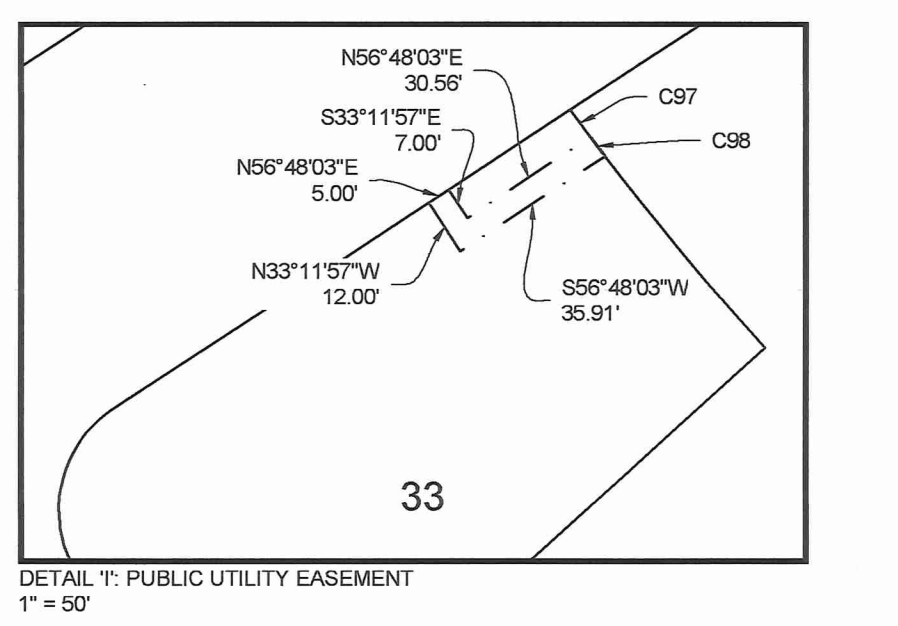
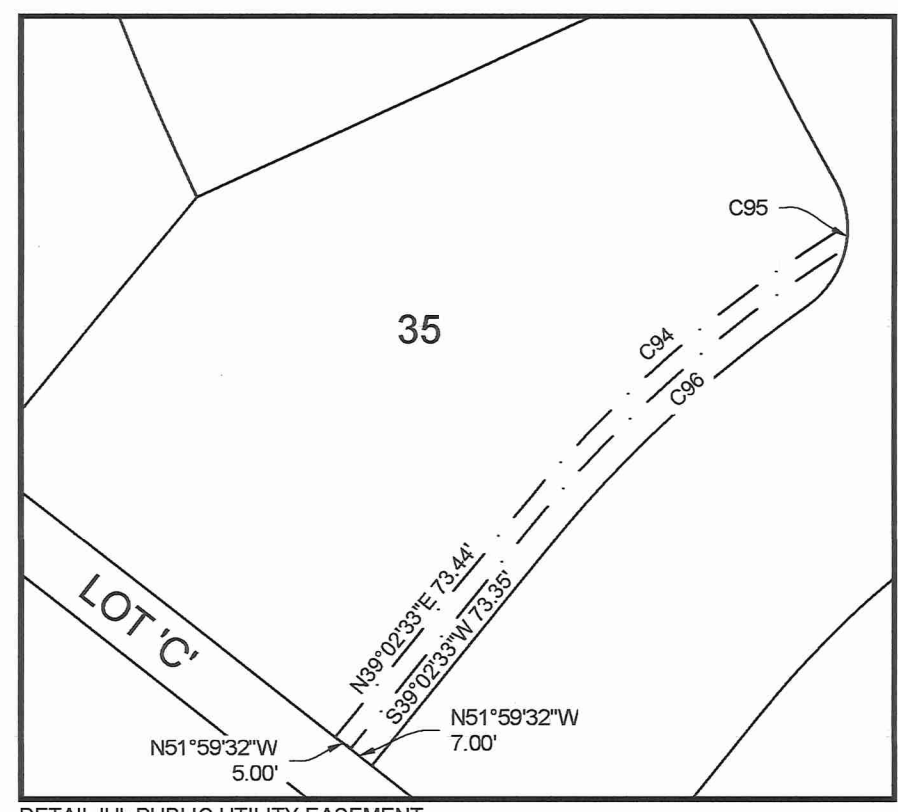
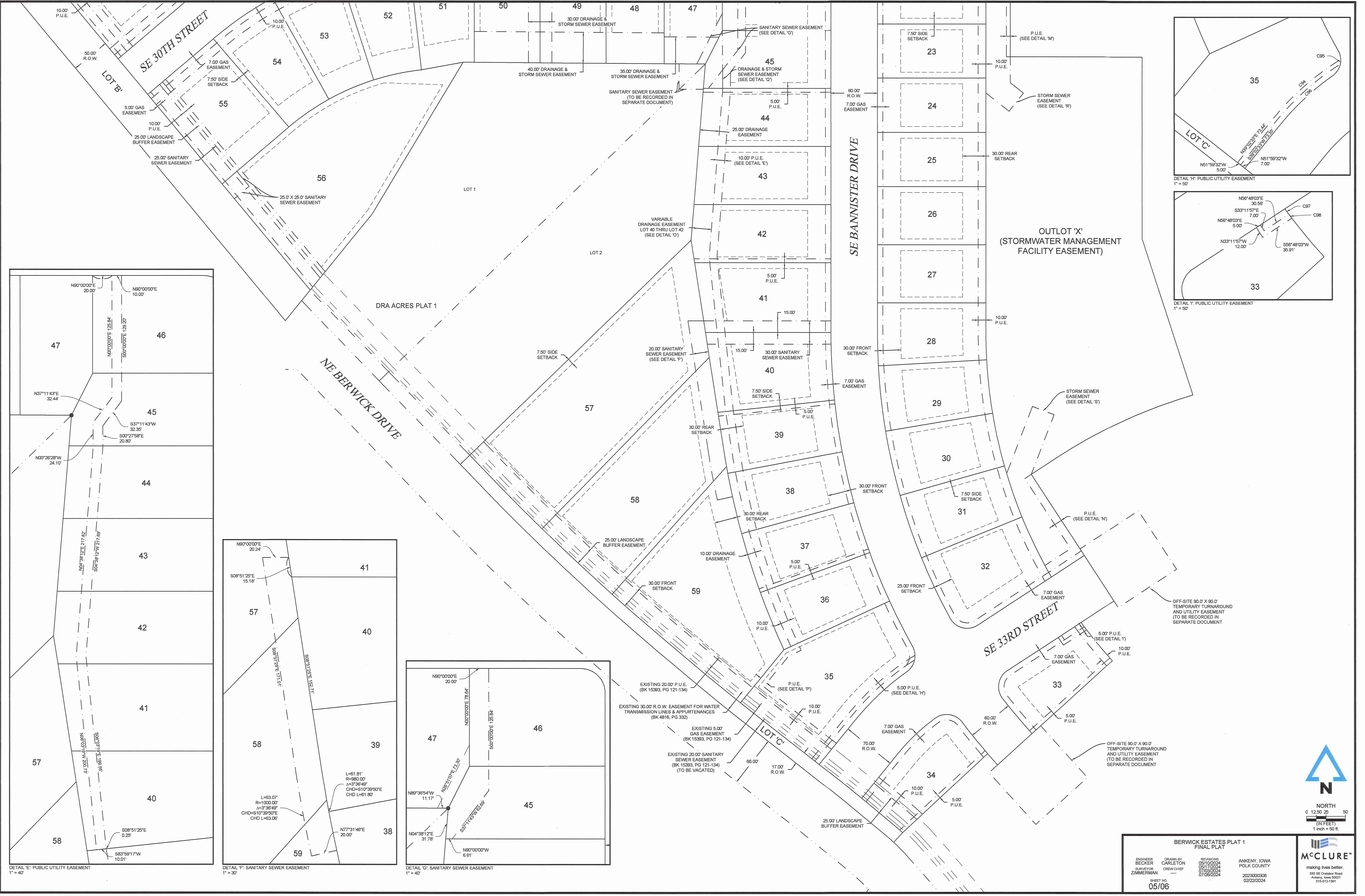
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02/22/2024

SHEET NO.
04/06

McCLURE

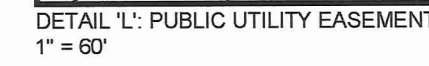
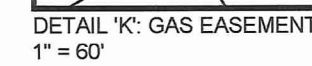
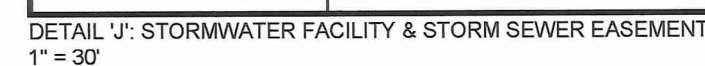
making lives better.

335 SE Oakdale Road
Ankeny, Iowa 50021
515-512-1361



BERWICK ESTATES PLAT 1 FINAL PLAT			
ENGINEER BECKER	DRAWN BY CARLETON	REVISIONS 05/10/2024	ANKENY, IOWA POLK COUNTY
SURVEYOR ZIMMERMAN	CREW CHIEF —	05/17/2024	2023000306
SHEET NO. 05/06		07/25/2024	02/22/2024

MCCLURE
making lives better.
335 SE Oaklawn Road
Ankeny, Iowa 50021
515-512-1361





*Plan and Zoning Commission
Staff Report*

Meeting Date: July 2, 2024

Agenda Item: Berwick Estates Plat 1 – Final Plat
Report Date: June 27, 2024
Prepared by: Ryan Kirschman
Planner I

Staff Recommendation:

That the Plan and Zoning Commission recommend City Council approval of the Berwick Estates Plat 1 Final Plat; and recommend City Council authorization of cost-participation request for water main extension to two existing lots and sidewalk cost sharing along NE Berwick Drive in the amount estimated to be \$112,684.

Project Summary:

Berwick Estates Plat 1 is a proposed 45.81 acres (+/-), located north of SE Corporate Woods Dr/NE 62nd St, east of NE Berwick Drive, and south of SE Oralabor Road/NE 78th Street. The property is zoned PUD, Berwick Estates PUD. The subject plat consists of creating 61 single family lots, 3 street lots, and 2 outlots. The 61 residential lots will consist of single-family homes. Outlots Z and X will be utilized for stormwater detention. The proposed plat is in general conformance with the Berwick Estates PUD that was approved by the City Council June 3, 2024.

Project Report:

Streets: The primary accesses to the development off NE Berwick Drive will be from SE 30th Street and SE 33rd Street. SE 33rd Street will be a collector level street. SE Elkwood Court will be accessed via SE 30th Street running northwest. SE Bannister Drive will run north to south between SE 30th Street and SE 33rd Street.

As a part of the plat, sidewalk would need to be installed along NE Berwick Drive on the east side of the roadway. Due to topography issues, sidewalk along lot 60 will be installed at a later date once other improvements are made. The developer will pay \$13,986, which will absolve them of future obligations for this sidewalk. Sidewalks will be installed by the developer across the two existing estate lots already established along NE Berwick Drive, the estimated cost share for this work is \$16,959.

Water: The applicant is proposing to install a 10-inch water main that will be installed along NE Berwick Drive and SE 33rd Street, this will also service the 2 existing estate lots along NE Berwick Drive. An 8-inch water main will run along SE 30th Street, SE Elkwood Court, and SE Bannister Drive to service the rest of the plat.

This plat will extend utilities to the two existing estate lots already established on the east side of NE Berwick Drive, the estimated cost share of this work is \$95,725.

Sewer: The applicant is proposing installing 10-inch sanitary sewer along NE Berwick Drive that will come into the development through an easement on lot 5. The proposed line will then run southeast via SE Elkwood Court and continue along SE 30th Street to the east. The remainder of the plat including the 2 estate lots already established along NE Berwick Drive will be serviced with 8-inch sanitary sewer.

Again, this plat will extend utilities to the two existing estate lots already established on the east side of NE Berwick Drive, the estimated cost share of this work is \$95,725.

Drainage: The proposed high points are in the southwest portion of the plat, along NE Berwick Drive. The grading slopes generally to the north and east towards the detention ponds and the creek that runs to the west along the north side of lots 5-7, 12-14, and south side of lot 60.

Parkland: The parkland dedication requirement for Plat 1 is 2.32 acres, but parkland is not proposed with this plat. The developer will be dedicating 7.2 acres of parkland with a future final plat. The total park dedication for the Berwick Estates is estimated at 7.2 acres.

**CITY OF ANKENY
SUBDIVISION DATA**

NAME OF PLAT: Berwick Estates Plat 1
NAME OF OWNER/ DEVELOPER: ATI Group

GENERAL INFORMATION:

PLAT LOCATION: North of SE Corporate Woods Dr/NE 62nd St, east of NE Berwick Drive, and south of SE Oralabor Road/NE 78th Street
SIZE OF PLAT: 45.81 acres
ZONING: Berwick Estates PUD

LOTS:

NUMBER: 61 single-family lots; 3 street lots; 2 outlots
SIZE/DENSITY: 1.33 units per acre
USE: Residential
BUILDING LINES: Parcel A: Lots 1-21, 46-56, & 60-61
Front: 30'
Rear: 30'
Side: 7.5' min. one side, 15' total sum
Lot Width: 70' minimum
Lot Area: 9,000 SF minimum

Front: Parcel B: Lots 22-31, 36-45, & 57-59
Rear: 30'
Side: 7.5' min. one side, 15' total sum
Lot Width: 70' minimum
Lot Area: 8,000 SF minimum

Front: Parcel C: Lots 32-35
Rear: 30'
Side: 5' min. one side, 10' total sum
Lot Width: 50' minimum
Lot Area: 5,000 SF minimum

PARK SITE DEDICATION:

The parkland dedication requirement for Plat 1 is 2.32 acres, but parkland is not proposed with this plat. The developer will be dedicating 7.2 acres of parkland with a future final plat. The total park dedication for the Berwick Estates is estimated at 7.2 acres.

ADJACENT LANDS:

NORTH:	Unincorporated
SOUTH:	Berwick Estates PUD
EAST:	Berwick Estates PUD
WEST:	R-1, One-Family Residence District

STREET DEVELOPMENT:

NAME:	SE 30 th Street
LENGTH:	Approximately 1187'
CLASSIFICATION:	Normal Residential
R.O.W. (REQ'D./PROV.):	60'/60'
PAVEMENT WIDTH:	27'

NAME:	SE 33 rd Street
LENGTH:	Approximately 428'
CLASSIFICATION:	Minor Collector
R.O.W. (REQ'D./PROV.):	70'/70'
PAVEMENT WIDTH:	31'

NAME:	SE Elkwood Court
LENGTH:	Approximately 344'
CLASSIFICATION:	Normal Residential
R.O.W. (REQ'D./PROV.):	60'/60'
PAVEMENT WIDTH:	27'

NAME:	SE Bannister Drive
LENGTH:	Approximately 1110'
CLASSIFICATION:	Normal Residential
R.O.W. (REQ'D./PROV.):	60'/60'
PAVEMENT WIDTH:	27'

WASTE WATER:

PROJECTED FLOWS: 61 units X 3 pers. per house X 300 gal. per day/pers.= 54,900 GPD

WRA CAPACITY: 200 MGD; current daily avg. 132 MGD

NEAREST DOWNSTREAM INTERCEPTOR/TRUNK LINE: Rock Creek Trunk Sewer

STORM WATER:

BASIN FLOWS: This plat lies in the Middle Four Mile Creek Basin.

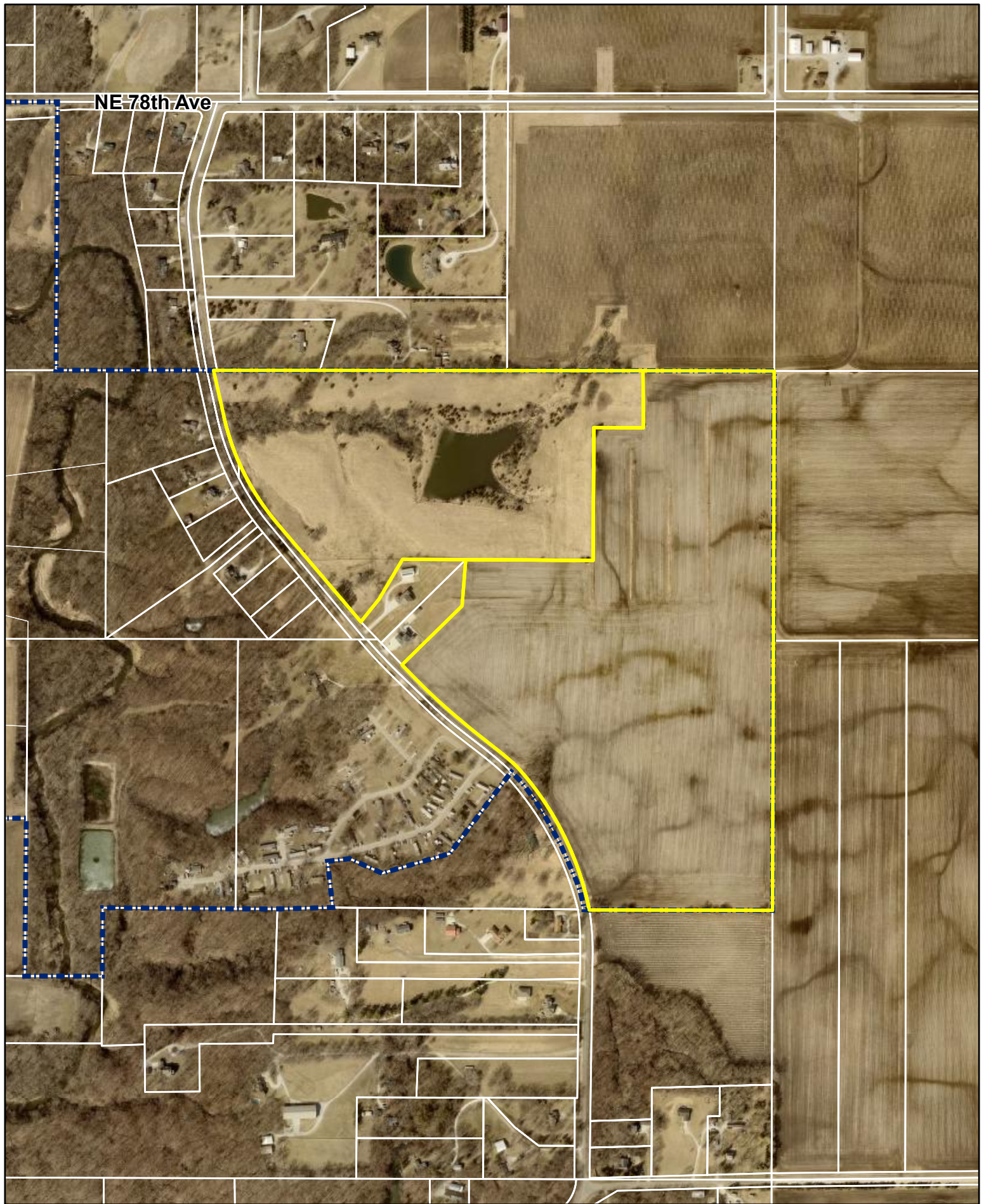
WATER SYSTEM:

USAGE: 61 units X 3 pers. per house X 100 gal. per day/person = 18,300 GPD

SUPPLY CAPACITY: 13.72 MGD; Current daily avg. 6.2 MGD

FINAL PLAT DRAWING: Staff recommends approval.

CONSTRUCTION PLANS: To be approved.



NE 78th Ave



1 inch = 602 feet

Date: 6/27/2024

Berwick Estates Plat 1
Final Plat
Aerial Map





7/26/2024

> 1360 NW 121st Street
Clive, IA 50325
P 515.964.1229
F 515.964.2370

www.mecresults.com

Honorable Mayor, City Council, and Plan & Zoning Commission
City of Ankeny City Council Chambers
Ankeny Kirkendall Public Library
1250 SW District Drive,
Ankeny, Iowa 50023

RE: Berwick Estates Plat 1 Construction Drawings & Final Plat

Dear Honorable Mayor, City Council, and Plan & Zoning Commission Members,

On behalf of Berwick Holdings LLC and ATI Group, we respectfully request your approval of the Berwick Estates Plat 1 Construction Drawings and Final Plat located in eastern Ankeny.

The proposal for Plat 1 remains substantially consistent with the master layout depicted in the PUD. Plat 1 contains 61 lots consisting of entirely standard single-family lots consistent with the PUD. Portions of four new roadways will be constructed, along with major Berwick Drive ROW improvements, including new water main, sidewalk, and ditch grading along the east side of Berwick Drive. We believe this project will serve to protect the interests of existing Ankeny residents while expanding the lives of future residents.

The developer also requests authorization of City cost participation for the following items:

- Water main installation along NE Berwick Drive in the existing Lots 1 & 2, DRA Acres Plat 1 frontages in the amount of \$65,988. This total frontage is approximately 310 LF and will be bored via directional drilling per the construction drawing plans.
- Sidewalk installation along NE Berwick Drive in the existing Lots 1 & 2, DRA Acres Plat 1 frontages in the amount of \$24,047. This total frontage is approximately 281 LF and will be constructed per the construction drawing plans.

We thank you for your consideration of approval of this project.

Sincerely,

McClure Engineering Company

A handwritten signature in blue ink, appearing to read 'Jake Becker', with a stylized flourish at the end.

Jake Becker, PE
Senior Project Engineer

Cc: ATI Group



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of water main, sanitary sewer, and storm sewer in Berwick Estates Plat 1.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution

RESOLUTION

RESOLUTION APPROVING PLANS AND SPECIFICATIONS, CONTRACTS, AND PERFORMANCE AND MAINTENANCE BONDS FOR THE CONSTRUCTION OF WATER MAIN, STORM SEWER, AND SANITARY SEWER IN BERWICK ESTATES PLAT 1

WHEREAS, the plans and specifications for the construction of water main, storm sewer, and sanitary sewer in Berwick Estates Plat 1 have been submitted and approved by the City Engineer; and

WHEREAS, the three-party contract for construction and the performance and maintenance bonds for the above-described improvements have been submitted and accepted by the City Engineer; and

WHEREAS, the Plan and Zoning Commission recommended City Council approval and the City Council has approved the final plat for Berwick Estates Plat 1.

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

1. That the plans and specifications for the construction of water main, storm sewer, and sanitary sewer are hereby accepted; and
2. That the three-party contracts for construction and the performance and maintenance bonds are hereby accepted; and
3. That permission is hereby granted to the parties of said contract to construct said above described improvements, subject to inspection and approval of the City Engineer, in accordance with said contract and plans and specifications.

PASSED AND APPROVED on this 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Planning and Building

COUNCIL GOAL:

Ensure Economic Vitality

ACTION REQUESTED:

Resolution

LEGAL:

SUBJECT:

Consider Motion to adopt **RESOLUTION** approving plans and specifications and accepting contracts, performance and maintenance bonds for the construction of street paving and subgrade in the Berwick Estates Plat 1.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution

RESOLUTION

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ACCEPTING CONTRACTS, PERFORMANCE AND MAINTENANCE BONDS FOR THE CONSTRUCTION OF STREET PAVING AND SUBGRADE IN BERWICK ESTATES PLAT 1

WHEREAS, the plans and specifications for the construction of street paving and subgrade in Berwick Estates Plat 1 have been submitted and approved by the City Engineer; and

WHEREAS, the three party contract for construction and the performance and maintenance bonds for the above described improvements have been submitted; and

WHEREAS, the Plan and Zoning Commission recommended City Council approval and the City Council has approved the final plat for Berwick Estates Plat 1.

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

1. That the plans and specifications, contract, performance and maintenance bonds are hereby approved.
2. That the three party contract for construction and the performance and maintenance bonds are hereby accepted; and
3. That permission is hereby granted the parties of said contract to construct said improvements above described, subject to inspection and approval of the City Engineer, in accordance with said contract, plans and specifications.

PASSED AND APPROVED on this 5th day of August 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** accepting final plat, warranty deed to streets, letter of credit for erosion control, and platted easements for Kwik Trip 1707 Plat 1 final plat.

EXECUTIVE SUMMARY:

Kwik Trip 1707 Plat 1 is a proposed 14.22-acre (+/-) plat located east of SE Delaware Ave and north of SE Corporate Woods Dr, and west of Interstate 35. The subject plat creates 1 platted lot and two outlots for future development.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept RESOLUTION.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

The Plan and Zoning Commission recommended City Council approval at their meeting on July 16, 2024.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 PZ Minutes
 Final Plat
 Aerial
 Staff Report
 Applicant Letter

WHEN RECORDED RETURN TO:

City of Ankeny, City Clerk
410 W 1st Street
Ankeny, IA 50023

Preparer Information: Laura Hutzell, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: 515-965-6445

RESOLUTION

RESOLUTION ACCEPTING FINAL PLAT, WARRANTY DEED TO STREETS, LETTER OF CREDIT FOR EROSION CONTROL AND PLATTED EASEMENTS FOR KWIK TRIP 1707 PLAT 1 FINAL PLAT

WHEREAS, the Plan and Zoning Commission of the City of Ankeny, Iowa, recommended approval of the final plat for Kwik Trip 1707 Plat 1 on the 16th day of July 2024; and

WHEREAS, the attorney's title opinion, warranty deed to streets, and platted easements have been submitted and approved by the City Engineer and the 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:

1. That the final plat for Kwik Trip 1707 Plat 1 is hereby approved; and
2. That the warranty deed to streets is hereby accepted; and
3. That the letter of credit for seeding and erosion control are hereby accepted; and
4. That the public gas easement, public ingress-egress easement, public sanitary sewer easement, public utility easement, and public water main easement are hereby accepted.
5. That the off-site amendment to public ingress-egress easement is hereby accepted.

PASSED AND APPROVED this 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

Meeting Minutes
Plan & Zoning Commission Meeting

Tuesday, July 16, 2024

Ankeny City Council Chambers, Second Floor
1250 SW District Drive, Ankeny, Iowa

CALL TO ORDER

Vice Chair Randy Weisheit called the July 16, 2024 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

ROLL CALL

Members present: Randy Weisheit, Lisa West, Todd Ripper, and Annette Renaud. Absent: Ted Rapp, Trina Flack, and Glenn Hunter.

Staff present: Eric Jensen, Eric Carstens, Jake Heil, Bryan Morrissey, Laura Hutzell, and Brenda Fuglsang.

AMENDMENTS TO THE AGENDA

Motion by A.Renaud to approve and accept the July 16, 2024 agenda without amendments. Second by T.Ripper. All voted aye. Motion carried 4 – 0.

CONSENT AGENDA ITEMS

Item #2. Kwik Trip 1707 Plat 1 Final Plat

Motion to recommend City Council approval of Kwik Trip 1707 Plat 1 Final Plat.

Motion by L.West to approve the recommendations for Consent Agenda Item(s) #1 - #5. Second by T.Ripper. All voted aye. Motion carried 4 – 0.

INDEX LEGEND

LOCATION: SEC 6-79-23, PT NW FRL1/4
OUTLOT 'Y', WILSON GROUP ADDITION
REQUESTOR: KWIK TRIP INC
PROPRIETOR: THE WILSON GROUP LLC
2601 VOYAGER AVE
SIOUX CITY, IA 51111-1229
SURVEYOR: MICHAEL A. BROONER
COMPANY: CIVIL DESIGN ADVANTAGE
PREPARED BY & RETURN TO: CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IOWA 50322
PH: 515-369-4400

OWNER

THE WILSON GROUP LLC
2601 VOYAGER AVE
SIOUX CITY, IA 51111-1229

DEVELOPER

KWIK TRIP INC
NATHAN BYOM (608) 791-7448
1626 OAK ST
LA CROSSE, WI 54603-2308

KWIK TRIP 1707 PLAT 1

FINAL PLAT

ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322

ROLL CALL
Plan & Zoning Commission
Ankeny, IA
Date: July 16, 2024
Ayes: 4 Nays: 0 Absent: 3
APPROVED
Ruben Vire Chairperson
B. Stuyfman Secretary

AREA ABOVE RESERVED FOR RECORDING STAMP

PLAT DESCRIPTION

THE SOUTH 1/2 OF THE FOLLOWING DESCRIBED PROPERTY: THE MIDDLE 1/3 OF THE NORTHWEST FRACTIONAL 1/4 (EXCEPT THE EAST 30 ACRES THEREOF) AND THE NORTH 11.02 ACRES OF THE WEST 31 ACRES OF THE SOUTH 1/3 OF THE NORTHWEST FRACTIONAL 1/4, ALL IN SECTION 6, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., NOW INCLUDED IN AND FORMING A PART OF THE CITY OF ANKENY, POLK COUNTY, IOWA, EXCEPT THAT PART CONVEYED TO THE STATE OF IOWA BY WARRANTY DEED FILED IN THE OFFICE OF THE RECORDER OF POLK COUNTY, IOWA AND RECORDED IN BOOK 10256 PAGE 521 AND EXCEPT THAT PART CONVEYED TO THE STATE OF IOWA RECORDED IN BOOK 3525, PAGE 63 IN THE OFFICE OF THE RECORDER, POLK COUNTY, IOWA.

AND

OUTLOT 'Y', WILSON GROUP ADDITION, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA.

ALL CONTAINING 14.22 ACRES (619,393 SQUARE FEET) SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTES

- STREET LOT 'A' SHALL BE DEDICATED TO THE CITY OF ANKENY FOR PUBLIC RIGHT-OF-WAY PURPOSES.

CURVE DATA

CURVE	DELTA	RADIUS	LENGTH	BEARING	CHORD
C1	90°00'21"	45.00'	70.69'	N45°00'11"E	63.64'
C2	89°59'39"	50.00'	78.53'	N44°59'49"W	70.71'
C3	58°46'29"	50.00'	51.29'	N29°23'14"W	49.07'

ZONING

C-2: GENERAL RETAIL, HIGHWAY ORIENTED, AND CENTRAL BUSINESS COMMERCIAL DISTRICT WITH RESTRICTIONS.

BULK REGULATIONS

SETBACKS
FRONT: 35 FEET
REAR: 40 FEET
SIDE: NO MINIMUM
*EXCEPT WHEN ADJOINING ANY R DISTRICT, IN WHICH CASE, 25 FEET.
HEIGHT RESTRICTION: 45 FEET

DATE OF SURVEY

JANUARY 15, 2024

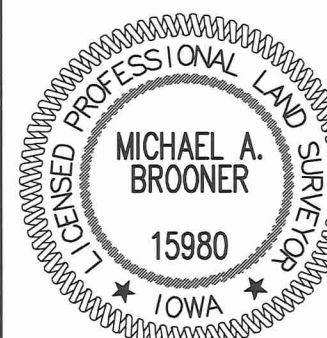
VICINITY MAP (NOT TO SCALE)



LEGEND

SECTION CORNER AS NOTED
1/2" REBAR, YELLOW PLASTIC CAP #15980 (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

FOUND	SET
●	△
▲	○
M	
R	
D	
P.U.E.	
AL	
(1234)	



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. Brooner, P.L.S. 7-25-2024 DATE
LICENSE NUMBER 15980
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024
PAGES OR SHEETS COVERED BY THIS SEAL:
SHEET 1

KWIK TRIP 1707 PLAT 1

FINAL PLAT

6155 SE DELAWARE AVENUE, ANKENY, IOWA

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

ENGINEER: CIVIL DESIGN ADVANTAGE
TECH: REVIEW: PREPARED: 1-15-24

REVISIONS	DATE
REVISED PUE AND GAS EASEMENT	7-10-24
REVISED SANITARY EASEMENT	7-3-24
REVISED ACCESS EASEMENT	6-19-24
REVISED BEARING	6-18-24
UPDATED ADDRESS	5-24-24
PREPARED	1-15-24

FILE: I:\Survey\2024\1707\1707 PLAT 1 - FINAL PLAT - WILSON GROUP ADDITION
FILE DATE: 7/25/2024
PLOTTER: 7/25/2024 11:17 AM
COMMENT: ENG
TECH:





City Council
Staff Report

Meeting Date: July 16, 2024

Agenda Item: Kwik Trip 1707 Plat 1 – Final Plat
Report Date: July 11, 2024
Prepared By: Laura Hutzell *ESC*
Associate Planner

Staff Recommendation:

That the Plan and Zoning Commission recommend City Council approval of Kwik Trip 1707 Plat 1 Final Plat.

Project Summary:

Kwik Trip 1707 Plat 1 is a proposed 14.22-acre (+/-) plat located east of NE Delaware Avenue, north of SE Corporate Woods Drive, and west of Interstate 35. The plat proposes one platted lot, one street lot, and two outlots for future development. Lot 1 is 10.09 acres in size proposed for development of a convenience store. The plat also creates two outlots, Outlot Z and Outlot Y, which are reserved for future development. The plat also includes street lot A, which will be dedicated back to the City for public right-of-way purposes. Public utilities are also proposed along with public improvements for a traffic signal and public access easement providing access for future development to the south.

Project Report:

- Streets:** The proposed development will be accessed via drive entrance from SE Delaware Ave. No new streets are being created with this plat. The plat includes a public ingress/egress easement, which will provide access for future development to the south. Street lot A along the west side of the plat will be dedicated back to the City for right-of-way purposes. A required traffic impact study was conducted resulting in the need for a traffic signal to be installed along SE Delaware Avenue.
- Water:** 8-inch water main is proposed to be installed and extended south from the existing main along the north end of the site. Service lines will then be extended further west and east to serve the rest of the site.
- Sewer:** 8-inch sanitary sewer will be extended south from the existing connection on the north end of the site. The remainder of the development would be served with 6-inch service lines.
- Drainage:** Stormwater in this area generally flows south across the proposed plat. A stormwater detention area is provided on Kwik Trip 1707 Plat 2 just south of Plat 1.
- Parkland:** Dedication not required for Commercial Development.

**CITY OF ANKENY
SUBDIVISION DATA**

NAME OF PLAT:	Kwik Trip 1707 Plat 1
NAME OF OWNER:	The Wilson Group
NAME OF DEVELOPER:	Kwik Trip Inc.

GENERAL INFORMATION:

PLAT LOCATION:	North of SE Corporate Woods Drive; east of SE Delaware Ave
SIZE OF PLAT:	14.22 acres
ZONING:	C-2, General Retail, Highway Oriented, and Central Business Commercial District with restrictions.

LOTS:

NUMBER:	1 Lot, 2 Outlots, 1 Street Lot
SIZE/DENSITY:	Lot 1: 10.09 AC; Outlot Y: 1.44 AC; Outlot Z: 1.9 AC; Street Lot A: .77 AC
USE:	Convenience Store/Truck Stop
BUILDING LINES:	<u>C-2</u> Front: 35' Rear: 40' Side: No side yard setback, except when adjacent to a residential district, then 25'

PARK SITE DEDICATION: Commercial development, no dedication required.

ADJACENT LANDS:

NORTH:	C-2
SOUTH:	R-1 (undeveloped to be used as stormwater detention)
EAST:	Interstate
WEST:	Warehouse, Zoned M-1

WASTE WATER:

PROJECTED FLOWS: 14.22 acres of developable land X 3,000 gpd/acre = 42,660 GPD estimate
TREATMENT PLANT CAPACITY (FOUR MILE): Design: 47 MGD, current daily avg. 8 MDG

STORM WATER:

BASIN FLOWS: This plat lies in the Middle Fourmile Creek Drainage Area.

WATER SYSTEM:

USAGE: 14.22 acres of developable land X 3,000 gpd/acre = 42,660 GPD estimate
SUPPLY CAPACITY: 13.72 MGD; Current daily avg. 3.91 MGD

FINAL PLAT DRAWING: Staff recommends approval.

CONSTRUCTION PLANS: To be approved.



Store Engineering

PHONE 608-793-5555

FAX 608-781-8960

1626 Oak St., P.O. Box 2107
La Crosse, WI 54602

www.kwiktrip.com

July 26th, 2024

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

RE: Kwik Trip 1707 Plat 1

Council Members:

Please accept this letter as our request to be placed on the next available Council agenda for Kwik Trip 1707 Plat 1 approval. Kwik Trip 1707 Plat 1 contains 14.22 Acres and is made up of Lot 1 (10.09 Acres), Outlot "Y" (1.45 Acres), Outlot "Z" (1.91 Acres), and Street Lot "A" (0.77 Acres).

Kwik Trip, Inc. is proposing the construction of a "Travel Center" convenience store, 12-dispenser auto fueling canopy, five-lane diesel canopy, CAT Scale, gator/storage shed, and detached dumpster enclosure. Included in the submittal is the Cover Letter, Final Plat, and Public Improvement Plans. The Public Improvement plans associated with Kwik Trip 1707 Plat 1 include a new signalized intersection with turn lanes, water and sanitary main within the public access easement area on the site.

Operations

The requested hours of operation will be 24 hours for all uses. The type of products that will be sold will be similar to that of our existing stores throughout the mid-west: fresh produce, bakery and dairy, hot and cold food and beverages, fresh meat and groceries, tobacco products, lotto, convenience store merchandise, alcohol, gasoline, diesel, E-85, ice and propane. The outside merchandising of products is being requested next to the store (three ice chests and one propane cage) and underneath the proposed main canopy. To ensure that the freshest products are sold in our stores, we request that daily deliveries be allowed.

OUR MISSION

To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.

Buildings, Architecture and Site Design

The architectural elements in this state-of-the-art building consist of a full brick cladding, standing seam metal roof, store front aluminum openings and stucco accents. Extensive landscaping, modern storm water facilities, pylon and wall signage, customer and employee parking, concrete paving with curb and gutter are also included in the overall site design.

Investment in the City

This project will be a multi-million dollar investment in the City of Ankeny. Not only in the physical improvements and development of a vacant parcel, but also an investment of approximately 35 to 50 new permanent jobs in the City. The projected payroll here is estimated to be approximately \$700,000 annually.

Community Partner

We pride ourselves in being an asset in the communities where we are located. Families can walk or ride their bikes to our stores. Retirees on fixed income can access fresh groceries like milk, eggs, bread and fruit just steps from their car. We take pride in giving back to the communities we serve with charitable donations and by partnering with local non-profits. Kwik Trip would be happy to provide any additional information or answer any questions or concerns the City of Ankeny may have with our submittal. Please feel free to call or email with any questions you may have.

Sincerely,



Nate Byom
Development Manager
Store Engineering
nbyom@kwiktrip.com
608-791-7448



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** accepting final plat, warranty deed to streets, letter of credit for seeding and erosion control, and platted easements for Kwik Trip 1707 Plat 2 final plat.

EXECUTIVE SUMMARY:

Kwik Trip 1707 Plat 2 is a proposed 2.99-acre (+/-) plat located east of SE Delaware Ave and north of SE Corporate Woods Dr, and west of Interstate 35. The subject plat creates outlot z a 2.67-acre outlot for the purpose of stormwater management associated with the development of Kwik Trip 1707 Plat 1.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept RESOLUTION.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

The Plan and Zoning Commission recommended City Council approval at their meeting on July 16, 2024.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 PZ Minutes
 Final Plat
 Staff Report
 Aerial Map
 Applicant Letter

WHEN RECORDED RETURN TO:

City of Ankeny, City Clerk
410 W 1st Street
Ankeny, IA 50023

Preparer Information: Laura Hutzell, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: 515-965-6445

RESOLUTION

**RESOLUTION ACCEPTING FINAL PLAT, WARRANTY DEED TO STREETS, LETTER OF CREDIT
FOR SEEDING AND EROSION CONTROL, AND PLATTED EASEMENTS FOR KWIK TRIP 1707
PLAT 2 FINAL PLAT**

WHEREAS, the Plan and Zoning Commission of the City of Ankeny, Iowa, recommended approval of the final plat for Kwik Trip 1707 Plat 2 Final Plat on the 16th day of July 2024; and

WHEREAS, the attorney's title opinion, deed to streets, and platted easements have been submitted and approved by the City Engineer and the 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:

1. That the final plat for Kwik Trip 1707 Plat 2 is hereby approved; and
2. That the warranty deed to streets is hereby accepted; and
3. That the letter of credit for seeding and erosion control are hereby accepted; and
4. That the public gas easement, public ingress-egress easement, public utility easement, public water main easement, and public storm water management facility maintenance covenant and permanent easement agreement are hereby accepted.
5. That the off-site public sanitary sewer easement and off-site public watermain easement are hereby accepted.

PASSED AND APPROVED this 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

Meeting Minutes
Plan & Zoning Commission Meeting

Tuesday, July 16, 2024

Ankeny City Council Chambers, Second Floor
1250 SW District Drive, Ankeny, Iowa

CALL TO ORDER

Vice Chair Randy Weisheit called the July 16, 2024 meeting of the Plan & Zoning Commission to order at 6:30 p.m.

ROLL CALL

Members present: Randy Weisheit, Lisa West, Todd Ripper, and Annette Renaud. Absent: Ted Rapp, Trina Flack, and Glenn Hunter.

Staff present: Eric Jensen, Eric Carstens, Jake Heil, Bryan Morrissey, Laura Hutzell, and Brenda Fuglsang.

AMENDMENTS TO THE AGENDA

Motion by A.Renaud to approve and accept the July 16, 2024 agenda without amendments. Second by T.Ripper. All voted aye. Motion carried 4 – 0.

CONSENT AGENDA ITEMS

Item # 3. Kwik Trip 1707 Plat 2 Final Plat

Motion to recommend City Council approval of Kwik Trip 1707 Plat 2 Final Plat.

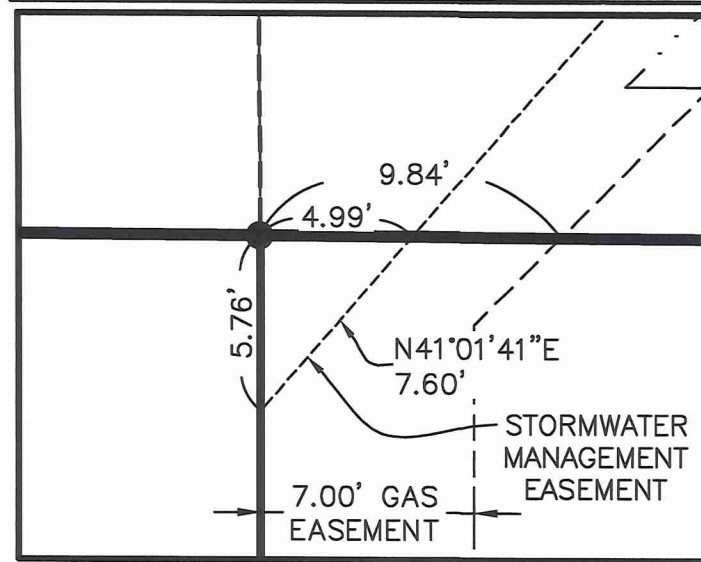
Motion by L.West to approve the recommendations for Consent Agenda Item(s) #1 - #5. Second by T.Ripper. All voted aye. Motion carried 4 – 0.

6-18-2024

INDEX LEGEND

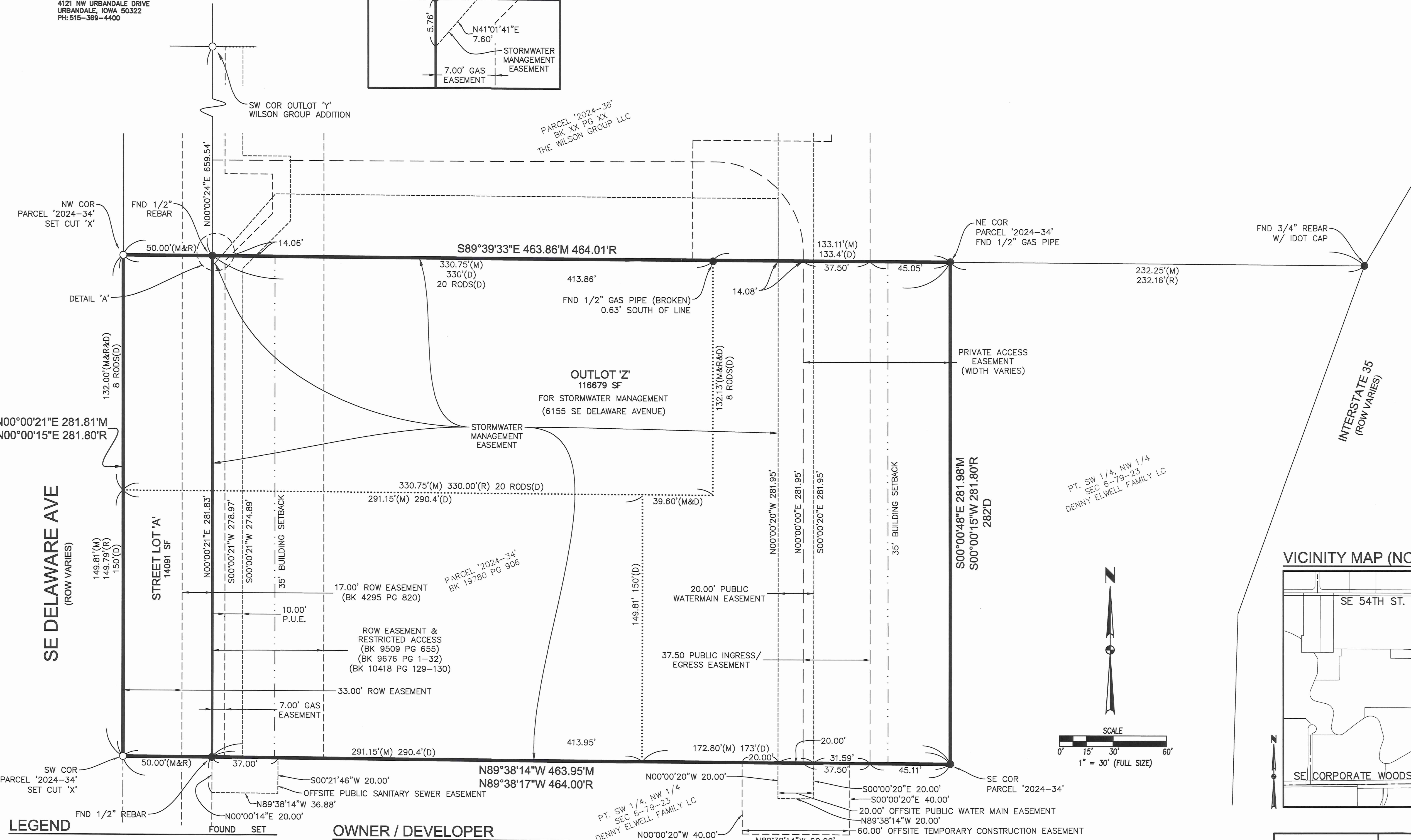
LOCATION: SEC 6-79-23, NW FRL 1/4
REQUESTOR: KWIK TRIP INC
PROPRIETOR: KWIK TRIP INC
1626 OAK ST
LA CROSSE, WI 54603-2308
SURVEYOR: MICHAEL A. BROONER
COMPANY: CIVIL DESIGN ADVANTAGE
PREPARED BY & RETURN TO: CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IOWA 50322
PH: 515-369-4400

DETAIL 'A' (NOT TO SCALE)



KWIK TRIP 1707 PLAT 2

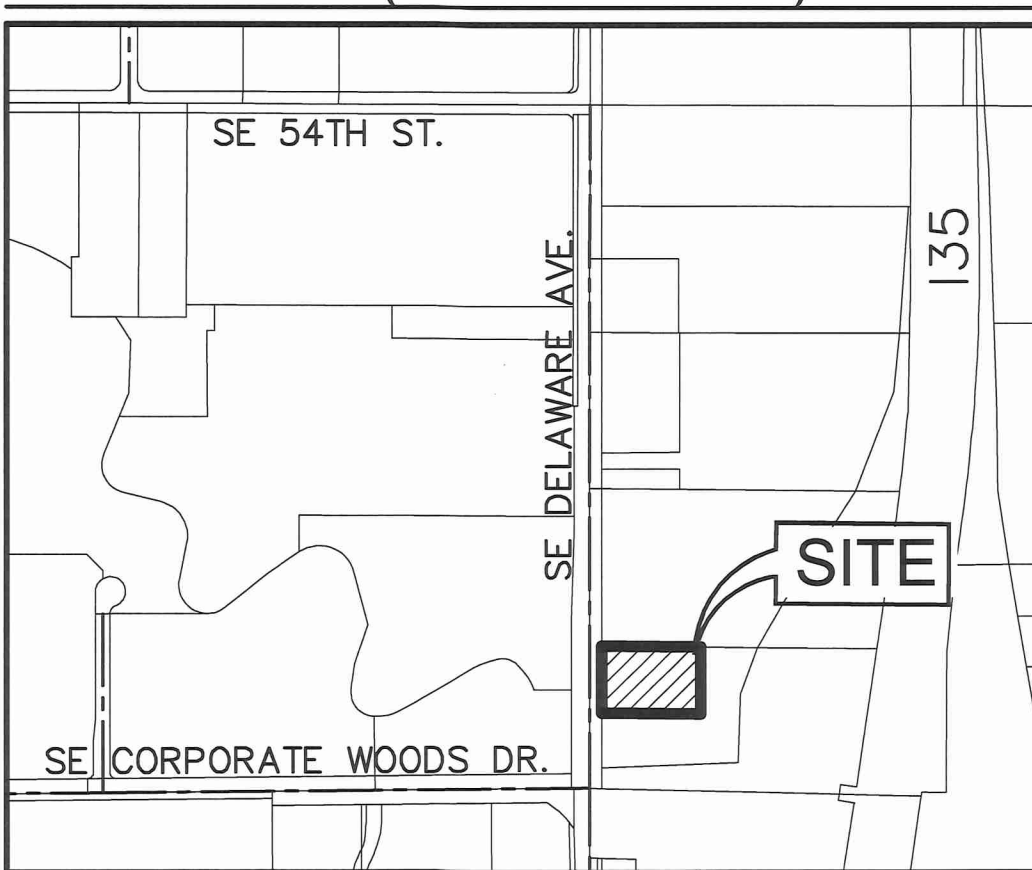
FINAL PLAT



AREA ABOVE RESERVED FOR RECORDING STAMP

ROLL CALL
Plan & Zoning Commission
Ankeny, IA
Date: July 16, 2024
Ayes: 4, Nays: 0, Abstain: 1, Absent: 3
APPROVED
Chairperson: [Signature]
Secretary: [Signature]

VICINITY MAP (NOT TO SCALE)



LEGEND

1/2" REBAR, YELLOW PLASTIC CAP #15980
(UNLESS OTHERWISE NOTED)
MEASURED BEARING & DISTANCE
RECORDED BEARING & DISTANCE
DEEDED BEARING & DISTANCE
PUBLIC UTILITY EASEMENT
LOT ADDRESS
CENTERLINE
EASEMENT LINE
BUILDING SETBACK LINE
PLAT BOUNDARY

OWNER / DEVELOPER

KWIK TRIP INC
NATHAN BYOM (608) 791-7448
1626 OAK ST
LA CROSSE, WI 54603-2308

ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322

DATE OF SURVEY

JANUARY 15, 2024

NOTES

- STREET LOT 'A' SHALL BE DEDICATED TO THE CITY OF ANKENY FOR PUBLIC RIGHT-OF-WAY PURPOSES.
- OUTLOT 'Z' WILL BE USED FOR STORMWATER MANAGEMENT PURPOSES.

PLAT DESCRIPTION

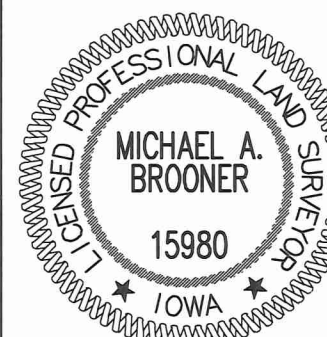
PARCEL '2024-34', AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 19780, PAGE 906, IN THE CITY OF ANKENY, POLK COUNTY, IOWA.

ZONING

R-1: ONE-FAMILY RESIDENCE DISTRICT

BULK REGULATIONS

SETBACKS
FRONT: 35 FEET
REAR: 35 FEET
SIDE: 18 FEET (MIN. ON ONE SIDE-8 FEET)
PRINCIPAL BUILDING HEIGHT RESTRICTIONS
IF DWELLING: 35 FEET
IF OTHER THAN DWELLING: 45 FEET



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

Michael A. Brooner
MICHAEL A. BROONER, P.L.S.
DATE: 7-25-2024

LICENSE NUMBER 15980
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2024
PAGES OR SHEETS COVERED BY THIS SEAL:
SHEET 1

KWIK TRIP 1707 PLAT 2

FINAL PLAT

6155 SE DELAWARE AVENUE, ANKENY, IOWA



CIVIL DESIGN ADVANTAGE

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

ENGINEER:

TECH:

REVIEW:

REVISIONS
REVISED
REVISED
REVISED
REVISED
REVISED
PREPARED

DATE
7-15-24
7-10-24
7-3-24
6-18-24
6-08-24
1-15-24





City Council
Staff Report

Meeting Date: July 16, 2024

Agenda Item: Kwik Trip 1707 Plat 2 – Final Plat
Report Date: July 11, 2024
Prepared By: Laura Hutzell *EJC*
Associate Planner

Staff Recommendation:

That the Plan and Zoning Commission recommend City Council approval of Kwik Trip 1707 Plat 2 Final Plat.

Project Summary:

Kwik Trip 1707 Plat 2 is a proposed 2.99-acre (+/-) plat located east of SE Delaware Avenue, north of SE Corporate Woods Drive, and west of Interstate 35. The plat creates Outlot Z a 2.67-acre outlot for the purpose of stormwater management associated with the development of Kwik Trip 1707 Plat 1. The proposed plat also includes the continuation of a public ingress/egress easement from Kwik Trip 1707 Plat 1, and Street Lot A located on the west side of the plat, which will be dedicated to the City of Ankeny for right of way purposes.

Project Report:

- Streets:** No new streets are being created with this plat, however the plat includes a public ingress/egress easement, which will provide access for future development to the south. Street lot A, along the west side of the plat, will be dedicated back to the City for right-of-way purposes.
- Water:** 8-inch water main will be extended south through Kwik Trip 1707 Plat 1 and continue south through Kwik Trip 1707 Plat 2 to the southern end of the property.
- Sewer:** Sanitary Sewer is not proposed for Kwik Trip 1707 Plat 2.
- Drainage:** Stormwater in this area generally flows south across the proposed plat. The main purpose of Outlot Z is to provide a regional detention basin that will detain and treat water from the surrounding development.
- Parkland:** Dedication is not required.

**CITY OF ANKENY
SUBDIVISION DATA**

NAME OF PLAT:	Kwik Trip 1707 Plat 2
NAME OF OWNER:	The Wilson Group
NAME OF DEVELOPER	Kwik Trip Inc.

GENERAL INFORMATION:

PLAT LOCATION:	North of SE Corporate Woods Drive; east of SE Delaware Ave
SIZE OF PLAT:	2.99 acres
ZONING:	R-1, One-Family Residence District

LOTS:

NUMBER:	1 Outlot, 1 Street Lot
SIZE/DENSITY:	Outlot Z: 2.67 AC; Street Lot A: .32 AC
USE:	Stormwater Management Area/Open Space
BUILDING LINES:	<u>R-1</u> Front: 35' Rear: 35' Side: 18' (min one side 8'). Principal building height if dwelling: 35', if other than dwelling, 45'.

PARK SITE DEDICATION: Commercial Development, no dedication required.

ADJACENT LANDS:

NORTH:	C-2
SOUTH:	R-1 (undeveloped)
EAST:	Interstate
WEST:	Warehouse, Zoned M-1

WASTE WATER:

All projected flows are associated with Kwik Trip 1707 Plat 1.

STORM WATER:

BASIN FLOWS: This plat lies in the Middle Fourmile Creek Drainage Area.

WATER SYSTEM:

Usage and supply capacity numbers are associated with Kwik Trip 1707 Plat 1.

FINAL PLAT DRAWING: Staff recommends approval.

CONSTRUCTION PLANS: To be approved.



N



1 inch = 1,000 feet

Date: 7/12/2024

**Kwik Trip 1707 Plat 2
Aerial**



Store Engineering

PHONE 608-793-5555

FAX 608-781-8960

1626 Oak St., P.O. Box 2107
La Crosse, WI 54602

www.kwiktrip.com

July 26th, 2024

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

RE: Kwik Trip 1707 Plat 2

Council Members:

Please accept this letter as our request to be placed on the next available Council agenda for Kwik Trip 1707 Plat 2 approval. Kwik Trip 1707 Plat 2 contains 3.0 Acres and is made up of Outlot "Z" (2.68 Acres), and Street Lot "A" (0.32 Acres).

Kwik Trip, Inc. is proposing the construction of a "Travel Center" convenience store, 12-dispenser auto fueling canopy, five-lane diesel canopy, CAT Scale, gator/storage shed, and detached dumpster enclosure. Included in the submittal is the Cover Letter and Final Plat.

Operations

The requested hours of operation will be 24 hours for all uses. The type of products that will be sold will be similar to that of our existing stores throughout the mid-west: fresh produce, bakery and dairy, hot and cold food and beverages, fresh meat and groceries, tobacco products, lotto, convenience store merchandise, alcohol, gasoline, diesel, E-85, ice and propane. The outside merchandising of products is being requested next to the store (three ice chests and one propane cage) and underneath the proposed main canopy. To ensure that the freshest products are sold in our stores, we request that daily deliveries be allowed.

OUR MISSION

To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.

Buildings, Architecture and Site Design

The architectural elements in this state-of-the-art building consist of a full brick cladding, standing seam metal roof, store front aluminum openings and stucco accents. Extensive landscaping, modern storm water facilities, pylon and wall signage, customer and employee parking, concrete paving with curb and gutter are also included in the overall site design.

Investment in the City

This project will be a multi-million dollar investment in the City of Ankeny. Not only in the physical improvements and development of a vacant parcel, but also an investment of approximately 35 to 50 new permanent jobs in the City. The projected payroll here is estimated to be approximately \$700,000 annually.

Community Partner

We pride ourselves in being an asset in the communities where we are located. Families can walk or ride their bikes to our stores. Retirees on fixed income can access fresh groceries like milk, eggs, bread and fruit just steps from their car. We take pride in giving back to the communities we serve with charitable donations and by partnering with local non-profits. Kwik Trip would be happy to provide any additional information or answer any questions or concerns the City of Ankeny may have with our submittal. Please feel free to call or email with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nate Byom', written over a horizontal line.

Nate Byom
Development Manager
Store Engineering
nbyom@kwiktrip.com
608-791-7448



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** authorizing the Mayor to sign a Development Agreement with Kwik Trip, Inc concerning the reimbursement of fifty percent (50%) of the costs related to the preparation, construction, and installation of a traffic signal on SE Delaware Avenue associated with the development of Kwik Star #1707.

EXECUTIVE SUMMARY:

The January 24, 2024 Traffic Impact Study approved by the City shows that additional traffic generated from the Kwik Star #1707 project will require a traffic signal at the intersection of SE Delaware Avenue and the private drive approximately 660' north of SE Corporate Woods Drive. The City agrees to reimburse the developer fifty (50%) of the Traffic Signal Project construction costs, not to exceed \$180,000.00 as the City's contribution to the Traffic Signal Project.

FISCAL IMPACT: **Yes**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

 [Resolution](#)

 [Development Agreement](#)

RESOLUTION

RESOLUTION AUTHORIZING THE MAYOR TO SIGN A DEVELOPMENT AGREEMENT WITH KWIK TRIP, INC, CONCERNING THE REIMBURSEMENT OF FIFTY PERCENT (50%) OF THE COSTS RELATED TO THE PREPARATION, CONSTRUCTION, AND INSTALLATION OF A TRAFFIC SIGNAL ON SE DELAWARE AVENUE ASSOCIATED WITH THE DEVELOPMENT OF KWIK STAR #1707

WHEREAS, City staff and Kwik Trip, Inc have entered into a development agreement that outlines certain terms and conditions to share the cost of a future traffic signal at the intersection of SE Delaware Avenue and the private drive approximately 660' north of SE Corporate Woods Drive, and associated with the development of Kwik Star #1707; and

WHEREAS, City staff and Kwik Trip, Inc, have agreed to said terms and conditions outlined in said development agreement, a copy of which is attached hereto, subject to closing on The Wilson Group Property by Kwik Trip, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ankeny, Iowa, that the Mayor is hereby authorized to sign a development agreement on behalf of the City of Ankeny, Iowa, with Kwik Trip, Inc, for the installation of a future traffic signal at the intersection of SE Delaware Avenue and the private drive approximately 660' north of SE Delaware Avenue, associated with the development of Kwik Star #1707.

PASSED AND APPROVED this 5th day of August, 2024.

CITY OF ANKENY, IOWA

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

WHEN RECORDED RETURN TO:

Michelle Yuska, City Clerk
City of Ankeny
410 W. First St
Ankeny, IA 50023

Preparer Information: Mitchell Wedell, 1210 NW Prairie Ridge Dr., Ankeny, Iowa 50023

(515) 963-3523

SPACE ABOVE THIS LINE FOR RECORDER

**DEVELOPMENT AGREEMENT BY AND BETWEEN
THE CITY OF ANKENY, IOWA, AND KWIK TRIP, INC.**

THIS DEVELOPMENT AGREEMENT (this "Agreement") is made this _____ day of _____, 2024 by and between the City of Ankeny, an Iowa municipal corporation (the "City"), and Kwik Trip, Inc., a Wisconsin corporation (the "Developer").

WHEREAS, the City has received a site plan and traffic impact study from the Developer regarding the construction of Kwik Star #1707 (hereinafter the "Project") located on the real estate legally described in Exhibit A "Developer's Property"; and

WHEREAS, the January 24, 2024 traffic impact study approved by the City ("Current Traffic Study") shows that additional traffic generated from the Project will require a traffic signal at the intersection of SE Delaware Avenue and the private drive approximately 660' north of SE Corporate Woods Drive (the "Intersection") ("Traffic Signal Project"); and

WHEREAS, the addition of a traffic signal is currently not programmed in the City's current Capital Improvement Program ("CIP"); and

WHEREAS, Developer has agreed that the Developer and its engineers will design, bid, inspect, and construct the Traffic Signal Project according to the plans approved by the City and located within the area depicted on the attached Exhibit B.

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the Developer and the City hereby agree as follows:

1. The Developer will design, bid, inspect, and construct the Traffic Signal Project with a fully operational traffic signal prior to the Project receiving a temporary and/or final certificate of occupancy.

2. The Developer agrees to provide the City with any right-of-way, permanent easement, and/or temporary construction easements (the "Right of Way") reasonably acceptable to Developer, which may be necessary for any street, public utility, pedestrian ramp, or other improvements to the Intersection that are required as a part of the Traffic Signal Project. The Right-of-Way will be determined during the preliminary design phase of the Traffic Signal Project. The Right of Way shall be provided at no cost to the City.

3. The City agrees to reimburse the Developer fifty percent (50%) of the Traffic Signal Project construction costs, not to exceed \$180,000.00, as the City's contribution to the Traffic Signal Project construction costs within thirty (30) days after completion of the Traffic Signal Project and acceptance by the City Council. The reimbursement payment shall be in the form of a check payable to the Developer.

4. Following completion of construction of the Traffic Signal Project, its acceptance by the City, and completion of the 4 year maintenance bond period, any and all repair, maintenance, reconstruction, operation, or replacement of said Traffic Signal shall be the responsibility of the City at the City's sole cost and expense.

5. This Agreement shall be governed by the laws of the State of Iowa.

6. In the event a party hereto fails to pay its obligations under this Agreement or breaches a covenant, warranty or representation of this Agreement, the other party shall give to the alleged defaulting party written notice of the alleged default and of the actions necessary to cure the default. If the default is not cured within 30 days from the date of notice, the party not in default may exercise all remedies available at law, or in equity, including specific performance.

7. This Agreement contains the entire agreement between the parties regarding the Traffic Signal Project. This Agreement may not be changed or modified in any manner unless a written instrument is executed by both parties.

8. This Agreement shall terminate upon the parties' completion of the acts and obligations required of the parties herein and the termination of this Agreement by City Council action after the required reimbursement is made by the City, which shall occur no later than December 31, 2027.

9. The undersigned officers of the parties covenant and confirm that this Agreement has been approved, and its execution authorized, by the Developer and the City Council of the City of Ankeny, Iowa, and that the undersigned officers have been authorized to enter into and execute this Agreement on behalf of the Developer and the City.

10. The City has found and determined that this Agreement serves and accomplishes a public purpose and is in the best interests of the City and its citizens and residents.

11. The Developer agrees that this Agreement shall be effective and binding from and after the approval hereof by resolution of the City Council and shall be binding on any and all subsequent titleholders, transferees and assignees.

City:

City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, IA 50023
Attn.: Don Clark, PE

Kwik Trip, Inc.:

Kwik Trip, Inc.
2025 Kwik Trip Way
La Crosse, WI 54603
Attn.: Legal Department

Each properly addressed notice or request sent by certified mail shall be deemed given and served upon being actually received by the addressee or being rejected by the addressee. The City or the Developer shall have the right to send notices by overnight delivery, which notices shall be deemed given and served upon actual receipt by the addressee or rejection by the addressee.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representative on this the ____ day of _____, 2024.

KWIK TRIP, INC.

By: 
Mark A. Meisner, Vice President

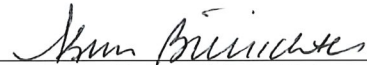
CITY OF ANKENY, IOWA

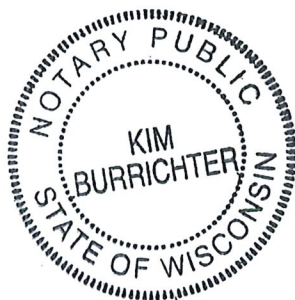
By: _____
Mark E. Holm, Mayor
Attest:

By: _____
Michelle Yuska, City Clerk

STATE OF WISCONSIN, COUNTY OF LA CROSSE,
ss:

On the 23 day of July, 2024,
before me, a Notary Public in and for said County and
State personally appeared Mark A. Meisner,
respectfully of Kwik Trip, Inc., to me personally known,
who being by me duly sworn, did say that he is the
Vice President of Kwik Trip, Inc., executing
the within and foregoing instrument and acknowledged
that he executed the same as his voluntary act and deed of
the corporation, by it and by him voluntarily executed.


Notary Public in and for said State of Wisconsin
My Commission Expires 4-26-25



STATE OF IOWA, COUNTY OF POLK, ss:

On the _____ day of _____, 2024,
before me, the undersigned, a Notary Public in and for the
State of Iowa, personally appeared **MARK E. HOLM** and
MICHELLE YUSKA, to me personally known, who,
being by me duly sworn, did say that they are the Mayor
and Interim City Clerk of the City of Ankeny, Iowa, a
municipal corporation; that the seal affixed to the above and
foregoing instrument is the corporate seal of said municipal
corporation, and that said instrument was signed and
contained in the Resolution adopted by the City Council of
Ankeny, Iowa, on the _____ day of _____, 2024,
and the said **MARK E. HOLM** and **MICHELLE**
YUSKA acknowledged the execution of said instrument to
be their voluntary act and deed and the voluntary act and
deed of said municipal corporation, by it and by them
voluntarily executed.

Notary Public in and for the State of Iowa

EXHIBIT A

Developer's Property

Lot 1 of Kwik Trip 1707 Plat 1, an Official Plat, City of Ankeny, Polk County, Iowa.
(Part of Tax Parcel No. 181.00001.001.093)

Outlot Z of Kwik Trip 1707 Plat 2, an Official Plat, City of Ankeny, Polk County, Iowa.
(Tax Parcel Nos. 792306100017 and 792306100005).

EXHIBIT B

Traffic Signal Project Area

[See attached]

EX-1



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** accepting a Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 3, Hicklin Industrial Plat 1; and associated with the development of 2402 SE Hulsizer Road Site Improvements Site Plan.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Resolution
 Stormwater Management Easement

WHEN RECORDED RETURN TO:

City of Ankeny, City Clerk
410 W 1st Street
Ankeny, IA 50023

Preparer Information: Jake Heil, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: 515-963-3544

RESOLUTION

**RESOLUTION ACCEPTING A STORM WATER MANAGEMENT FACILITY
MAINTENANCE COVENANT AND PERMANENT EASEMENT AGREEMENT,
LOCATED ON LOT 3, HICKLIN INDUSTRIAL PLAT 1; AND ASSOCIATED WITH
THE DEVELOPMENT OF 2402 SE HULSIZER ROAD SITE IMPROVEMENTS SITE
PLAN**

WHEREAS, a Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement, located on Lot 3, Hicklin Industrial Plat 1; and associated with the development of 2402 SE Hulsizer Road Site Improvements Site Plan, has been submitted and approved 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 Storm Water Management Facility Maintenance Covenant and Permanent Easement Agreement located on Lot 3, Hicklin Industrial Plat 1; and associated with the development of 2402 SE Hulsizer Road Site Plan are hereby accepted.

PASSED AND APPROVED this 5th day of August, 2024.

CITY OF ANKENY

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

L

WHEN RECORDED RETURN TO:

City Clerk
410 W. 1st Street
Ankeny, Iowa 50023

Preparer Information:

Preparer Information:

Robert Andeweg, 700 Walnut Street, Suite 1600, Des Moines, IA 50309 Phone: (515) 283-3106

**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 **KE Mezz, LLC, an Iowa limited liability company** (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:

Lot 3, Hicklin Industrial Park Plat 1, an Official Plat, now included in and forming a part of the 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:

A PART OF LOT 3, HULSIZER COMMERCIAL PLAT 1, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 3; THENCE SOUTH 89°54'25" EAST ALONG THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°54'25" EAST ALONG SAID NORTH LINE, 125.30 FEET; THENCE SOUTH 00°05'35" WEST, 125.97 FEET TO THE NORTHERLY LINE OF AN EXISTING INGRESS/EGRESS EASEMENT AS DESCRIBED IN THE EASEMENT DOCUMENT RECORDED IN BOOK 18252, PAGE 966; THENCE WESTERLY ALONG SAID NORTHERLY LINE AND A CURVE

CONCAVE SOUTHERLY WHOSE RADIUS IS 167.00 FEET, WHOSE ARC LENGTH IS 6.08 FEET AND WHOSE CHORD BEARS NORTH 88°57'25" WEST, 6.08 FEET; THENCE NORTH 90°00'00" WEST ALONG SAID NORTHERLY LINE, 119.27 FEET TO THE EASTERLY LINE OF AN EXISTING PRIVATE SANITARY SEWER EASEMENT AS DESCRIBED IN THE EASEMENT DOCUMENT RECORDED IN BOOK 17834, PAGE 630; THENCE NORTH 00°06'50" EAST ALONG SAID EASTERLY LINE, 126.07 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.36 ACRES (15,787 SQUARE FEET).

(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, each of the Benefited Property owners ("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 of the Benefited Property 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 the 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 15th day of July, 24.

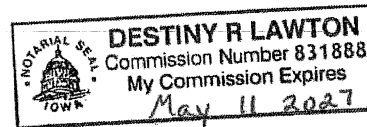
KE MEZZ, LLC:

By: 
Tanner Kinzler, Manager

STATE OF IOWA, COUNTY OF Polk, ss:

On this 15th day of July, 2024, before me, the undersigned, a Notary Public in and for said County and State personally appeared Tanner Kinzler, to me personally known, who being by me duly sworn, did say that he is Manager of KE Mezz, LLC, executing the within and foregoing instrument and acknowledged that he executed the same as his voluntary act and deed of the limited liability company, by it and by him voluntarily executed.


Notary Public in and for the State of Iowa



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

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 KE Mezz, LLC, 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:

A PART OF LOT 3, HULSIZER COMMERCIAL PLAT 1, AN OFFICIAL PLAT IN THE CITY OF ANKENY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 3; THENCE SOUTH 89°54'25" EAST ALONG THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°54'25" EAST ALONG SAID NORTH LINE, 125.30 FEET; THENCE SOUTH 00°05'35" WEST, 125.97 FEET TO THE NORTHERLY LINE OF AN EXISTING INGRESS/EGRESS EASEMENT AS DESCRIBED IN THE EASEMENT DOCUMENT RECORDED IN BOOK 18252, PAGE 966; THENCE WESTERLY ALONG SAID NORTHERLY LINE AND A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 167.00 FEET, WHOSE ARC LENGTH IS 6.08 FEET AND WHOSE CHORD BEARS NORTH 88°57'25" WEST, 6.08 FEET; THENCE NORTH 90°00'00" WEST ALONG SAID NORTHERLY LINE, 119.27 FEET TO THE EASTERLY LINE OF AN EXISTING PRIVATE SANITARY SEWER EASEMENT AS DESCRIBED IN THE EASEMENT DOCUMENT RECORDED IN BOOK 17834, PAGE 630; THENCE NORTH 00°06'50" EAST ALONG SAID EASTERLY LINE, 126.07 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.36 ACRES (15,787 SQUARE FEET).

and applies to the property described as:

Lot 3, Hicklin Industrial Park Plat 1, an Official Plat, now included in and forming a part of the 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.

KE MEZZ, LLC:

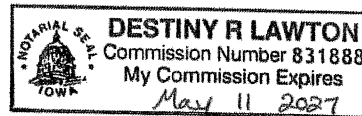
By: _____

Tanner Kinzler, Manager

STATE OF IOWA, COUNTY OF Polk, ss:

On this 15th day of July, 2024, before me, the undersigned, a Notary Public in and for said County and State personally appeared Tanner Kinzler, to me personally known, who being by me duly sworn, did say that he is Manager of KE Mezz, LLC, executing the within and foregoing instrument and acknowledged that he executed the same as his voluntary act and deed of the limited liability company, by it and by him voluntarily executed.

Destiny R. Lawton
Notary Public in and for the State of Iowa



LENDER NAME:

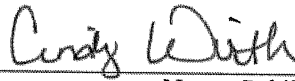
FIRST NATIONAL BANK, AMES, IOWA

By: 
Joel A. Thilges, Senior Vice President
(Type Name and Title)

STATE OF IOWA, COUNTY OF STORY

This record was acknowledged before me on July 15th, 2024, by Joel A. Thilges as Senior Vice President of First National Bank, Ames, Iowa.





Notary Public in and for said State



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider motion to adopt **RESOLUTION** authorizing the Mayor to sign a hold harmless agreement allowing Community State Bank to place a ground sign within a portion of the City of Ankeny's Public Sanitary Sewer Easement located on Lot 1, Spectrum 36 Plat 3.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Hold Harmless Agreement - Community State Bank ground sign

WHEN RECORDED RETURN TO:

City of Ankeny, City Clerk
410 W 1st Street
Ankeny, IA 50023

Preparer Information: Jake Heil, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: 515-963-3544

RESOLUTION

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A HOLD HARMLESS
AGREEMENT ALLOWING COMMUNITY STATE BANK TO PLACE A GROUND SIGN IN
A PORTION OF THE CITY'S PUBLIC SANITARY SEWER EASEMENT ON LOT 1,
SPECTRUM 36 PLAT 3**

WHEREAS, the City Council approved the final plat for Spectrum 36 Plat 3 on July 17, 2013; and

WHEREAS, the proposed ground sign will be placed within a public sanitary sewer easement adjacent to the south property line of Lot 1, Spectrum 36 Plat 3; and

WHEREAS, Community State Bank and City Staff have agreed to a set of terms and conditions regarding the placement of the ground sign in a portion of the City's public sanitary sewer easement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ankeny, Iowa, hereby authorizes the Mayor to sign the aforesaid Hold Harmless Agreement on behalf of the City of Ankeny, Iowa, authorizing Community State Bank to place a ground sign in a portion of the City's public sanitary sewer easement on a part of Lot 1, Spectrum 36 Plat 3.

PASSED AND APPROVED this 5th day of August, 2024.

CITY OF ANKENY

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

WHEN RECORDED RETURN TO:

City of Ankeny, City Clerk
410 W 1st Street
Ankeny, IA 50023

Preparer Information: Jake Heil, City of Ankeny, Iowa, 1210 NW Prairie Ridge Drive, Ankeny, IA 50023

Phone: (515) 963-3544

HOLD HARMLESS AGREEMENT

WHEREAS, Community State Bank, a banking corporation incorporated under the laws of the State of Iowa (hereinafter "Property Owner") has requested permission to place a ground sign (hereinafter "Structure") within a portion of the City of Ankeny's (hereinafter "City") Sanitary Sewer Easement (hereinafter "Easement") located on Lot 1, Spectrum 36 Plat 3, an Official Plat, City of Ankeny, Polk County, Iowa, more particularly described as follows:

The South 50.00 feet of Lot 1, Spectrum 36 Plat 3, an Official Plat, City of Ankeny, Polk County,
Iowa.

WHEREAS, the City is agreeable to allowing the Property Owner to place the Structure within the Easement under the terms and conditions stated herein.

NOW, THEREFORE, IT IS HEREBY AGREED:

1. That the City will allow the Property Owner to place the Structure within a portion of the City's Easement. The foregoing shall serve as the consents required by Section 1 of said Easement. Said Structure shall otherwise comply with all applicable agreements, ordinances and laws; and
2. That the Property Owner and/or Property Owner's successors-in-interest, agrees to remove the Structure, at no cost to the City, within 45 days of the City's reasonable prior written request for said removal, to allow reasonably required work within the Easement. To the extent said reasonably required Easement work by the City or its employees, agents, representatives, licensees or permittees can be accomplished by avoiding the removal of the Structure, then the City or its employees, agents, representatives, licensees or permittees, as applicable, shall make all reasonable efforts to do so. If the Property Owner and/or Property Owner's successors-in-interest fails to remove said Structure (as required herein) within the 45 days of the City's reasonable request, then the City shall have the right to remove said Structure at the Property Owner and/or Property Owner's successors-in-interest's cost if reasonably required in order to perform the necessary Easement work. The right to remove set forth in Section 3 of the Easement shall be subject to the foregoing removal period; and
3. That in the event the Structure is removed, and if at the time the Structure is removed it is a legal nonconforming use, the Property Owner and/or Property Owner's successors-in-interest shall have the right to rebuild the same Structure that was removed in the same or a comparable

location as reasonably agreed to by the parties, at the Property Owner's and/or Property Owner's successors-in-interest expense; and

4. That the Property Owner agrees to protect, indemnify and hold harmless the City from and against any and all losses, costs, damages and expenses occasioned by, or arising out of the Property Owner's and/or Property Owner's successors-in-interest use of the City's Easement or the removal or rebuilding of its Structure, except to the extent arising from the unauthorized or unreasonable actions, negligence or willful misconduct of the City its employees, agents, representatives, licensees or permittees and further subject to any limitations on indemnity set forth in the Easement.

IN WITNESS WHEREOF, the City of Ankeny, Iowa, has caused this Agreement to be duly executed in its name and on behalf by its Mayor and its seal to be hereunto duly fixed and attested by its City Clerk. The Property Owner has caused this Agreement to be executed by its authorized representative.

DATED this ____ day of August, 2024.

CITY OF ANKENY, IOWA

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

STATE OF IOWA, COUNTY OF POLK, ss:

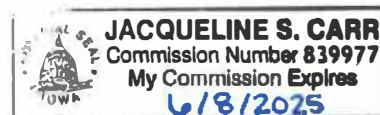
On the ____ day of August, 2024, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared **MARKE HOLM** and **MICHELLE YUSKA**, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Ankeny, Iowa, a municipal corporation; that the seal affixed to the above and foregoing instrument is the corporate seal of said municipal corporation, and that said instrument was signed and contained in the Resolution adopted by the City Council of Ankeny, Iowa, on the ____ day of August, 2024, and the said **MARKE HOLM** and **MICHELLE YUSKA** acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said municipal corporation, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

PROPERTY OWNER

By:

Kurt Gibson, Chief Executive Officer



STATE OF IOWA, COUNTY OF POLK, ss:

On the 17 day of July, 2024, before me, the undersigned, a Notary Public in and for the said State, personally appeared **KURT GIBSON**, to me personally known, who being by me duly sworn, did say that he is the Chief Executive Officer 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 **KURT GIBSON**, 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 voluntarily executed.

Jacqueline Carr
Notary Public in and for the State of Iowa



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Planning and Building

COUNCIL GOAL:
Ensure Economic Vitality

ACTION REQUESTED:
Resolution

LEGAL:

SUBJECT:

Consider a motion to adopt **RESOLUTION** setting a public hearing on a proposal to vacate a series of public easements located East of SE Delaware Avenue, West of Interstate 35, and North of SE Corporate Woods Drive. (date of hrg; 8/19/24 @ 5:30 p.m.)

EXECUTIVE SUMMARY:

The City has received a request to vacate a series of public access easements located east of SE Delaware Avenue, West of Interstate 35, and North of SE Corporate Woods Drive with the intent to create more developable land in association with Kwik Star 1707. City staff has reviewed the request and has determined that the vacations are appropriate and that all public purpose served by these easement documents will be replaced by future easements and that it is in the best interest of the citizens of Ankeny that these easements be vacated.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve and accept the resolution.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Notice
 Exhibits
 Map
 Applicant Letter

RESOLUTION 2024-

A RESOLUTION PROVIDING FOR THE NOTICE AND HEARING OF THE CITY COUNCIL OF THE CITY OF ANKENY, IOWA, TO CONSIDER A REQUEST TO VACATE A SERIES OF PUBLIC EASEMENTS EAST OF SE DELAWARE AVENUE, WEST OF INTERSTATE 35, AND NORTH OF SE CORPORATE WOODS DRIVE

WHEREAS, a request has been submitted for the City Council of the City of Ankeny, Iowa, to consider vacating a series of public easements east of SE Delaware Avenue, West of Interstate 35, and North of SE Corporate Woods Drive, and being legally described as follows; and:

62.46' ROW Easement & Access Rights (BK 10256 PG 526-531):

A PART OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHWEST FRACTIONAL $\frac{1}{4}$ OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., POLK COUNTY, IOWA SHOWN ON ACQUISITION PLAT, EXHIBIT "A", ATTACHED HERETO, WHICH BY THIS REFERENCE IS MADE A PART HEREOF.

COMMENCING AT THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6; THENCE NORTH 00°00'15" EAST ALONG THE WEST LINE OF SAID NORTHWEST FRACTIONAL $\frac{1}{4}$, 586.78 FEET; THENCE SOUTH 89°38'17" EAST, 50.00 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF S.E. 22ND STREET AND THE POINT OF BEGINNING; THENCE NORTH 00°00'15" EAST ALONG SAID EAST RIGHT-OF-WAY LINE, 134.36 FEET; THENCE SOUTH 89°59'48" EAST, 62.45 FEET; THENCE SOUTH 00°00'05" WEST, 134.75 FEET; THENCE NORTH 89°38'17" WEST, 62.46 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.19 ACRES (8,404 S.F.). PROPERTY SUBJECT TO ANY AND ALL EASEMENT OF RECORD.

62.46' ROW Easement Accessway & Restricted Access from STA 1204+57 to 1205.89 (BK 10112 PG 425, BK 10112 PG 431):

A PART OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHWEST FRACTIONAL $\frac{1}{4}$ OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, SHOWN ON ACQUISITION PLAT, EXHIBIT "A", ATTACHED HERETO, WHICH BY THIS REFERENCE IS MADE A PART HEREOF.

COMMENCING AT THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6; THENCE NORTH 00°00'15" EAST ALONG THE WEST LINE OF SAID NORTHWEST FRACTIONAL $\frac{1}{4}$, 586.78 FEET; THENCE SOUTH 89°38'17" EAST, 50.00 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LIEN OF N.E. 22ND STREET AND TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°38'17" EAST, 62.46 FEET; THENCE SOUTH 00°00'15" WEST, 132.00 FEET; THANCE NORTH 89°38'17" WEST 62.46 FEET TO A POINT ON SAID EAST RIGHT-OF-WAY LINE; THENCE NORTH 00°00'15" EAST ALONG SAID EAST RIGHT-OF-WAY LINE, 132.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.19 ACRES (8,245 S.F.).

62.46' ROW Easement & Restricted Access from STA 1203+07± (& STA 1203+70± as set out on ALTA dated 5-19-2023) to STA 1204+57 (BK 9509 PG 655, BK 9676 PG1-32, BK 10418 PG 129-130):

A PART OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHWEST FRACTIONAL $\frac{1}{4}$ OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, SHOWN ON ACQUISITION PLAT, ATTACHMENT B, ATTACHED HERETO, WHICH BY THIS REFERENCE IS MADE PART HEREOF. COMMENCING AT THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6; THENCE NORTH 00°00'15" EAST, 454.78 FEET; THENCE SOUTH 89°38'17" EAST. 50.00 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF S.E. DELAWARE AVENUE AND THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°38'17" EAST, 62.46 FEET; THENCE SOUTH 00°00'15" WEST, 149.80 FEET; THENCE NORTH 89°38'17" WEST 62.46 FEET TO A POINT ON SAID EAST RIGHT-OF-WAY LINE; THENCE NORTH 00°00'15" EAST ALONG SAID EAST RIGHT OF WAY LINE, 149.80 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.21 ACRES (9,356 S.F.).

17' ROW Easement (BK 4295, PG 816)

The East 17 feet of the West 50 feet of the South $\frac{1}{2}$ of the following real estate, to-wit: the middle $\frac{1}{3}$ of the Northwest fractional $\frac{1}{4}$ (except the East 30 acres thereof) and the North 11.02 acres of the West 31 acres of the South $\frac{1}{3}$ of the Northwest fractional $\frac{1}{4}$, except the 6.7 acres along the easterly line of said tract taken for highway purposes, all in Section 6, Township 79 North, Range 23 West, West of the 5th P.M., Polk County, Iowa.

17' ROW Easement (BK 4295, PG 818)

The East 17 feet of the West 50 feet of a parcel of land described as follows: Beginning at the Northwest corner of the South 19.98 acres of the West 31 acres of the South $\frac{1}{3}$ of the Northwest fractional $\frac{1}{4}$ of Section 6, Township 79 North, Range 23 West, West of the 5th P.M., Polk County, Iowa, Thence South along the West line of said parcel 8 rods to the point of beginning, thence East 290.4 feet, thence South 150 feet, thence West 290.4 feet, thence North 150 feet, to the point of beginning containing one acre more or less (about 0.058 acres)

17' ROW Easement (BK 4295, PG 820)

The East 17 feet of the West 50 feet of the North 8 rods of the West 20 rods, of the South 19.98 acres of the West 31 acres, of the South 62.99 acres of the Northwest fractional $\frac{1}{4}$ of Section 6, Township 79 North, Range 23 West, West of the 5th P.M., Polk County, Iowa. (about 0.051 acres)

WHEREAS, City staff have reviewed the request, and determined that the vacation is appropriate; and

WHEREAS, The City of Ankeny has interest and rights arising under the following documents:

- i. Easement for Public Highway recorded May 5, 1972 in Book 4295, page 818;
- ii. Easement of Public Highway recorded May 5, 1972 in Book 4295, page 820;
- iii. Condemnation of Rights in Land for Construction of Road recorded December 13, 2002, in Book 9509, pages 655-662;
- iv. Condemnation of Rights in Land for Construction of Road recorded March 6, 2003 in Book 9676, pages 1-62;
- v. Condemnation of Rights in Land for Construction of Road Affidavit recorded March 3, 2004 in Book 10418, pages 129-130;
- vi. Easements for Public Access recorded November 7, 2003 in Book 10256, pages 526-531.
- vii. Easements for Public Highway recorded May 5, 1972 in Book 4295, page 816.

WHEREAS, the Code of Iowa provides that easements may be vacated only after notice and hearing as provided by law.

WHEREAS, the City Council finds that all public purpose served by these easement documents will be replaced by future easements and that it is in the best interest of the citizens of Ankeny that said public easements be vacated.

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

1. That a public hearing shall be held at 5:30 P.M. on the 19th Day of August, 2024, in the Ankeny City Council Chambers, 1250 SW District Drive, Second Floor, Ankeny, Iowa, to consider a

request to vacate a series of access easements east of SE Delaware Drive, west of Interstate 35, and north of SE Corporate Woods Drive; and

2. That the City Clerk is hereby authorized and directed to publish notice of said hearing at the time and in the manner required by law.

DATED at Ankeny, Iowa this 5th day of August, 2024.

CITY OF ANKENY

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

**NOTICE OF A PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF ANKENY,
IOWA, TO CONSIDER A REQUEST TO VACATE A SERIES OF PUBLIC EASEMENTS,
LOCATED EAST OF SE DELAWARE AVENUE, WEST OF INTERSTATE 35, AND NORTH
OF SE CORPORATE WOODS DRIVE**

TO: ALL CITIZENS AND ALL PARTIES IN INTEREST, WHO, UNDER THE PROVISIONS OF SECTION 364.7, CODE OF IOWA, MAY BE ENTITLED TO NOTICE OF ANY PROPOSED RESOLUTION FOR THE VACATION OF AN EASEMENT OR A PORTION OF AN EASEMENT WITHIN THE CITY OF ANKENY, IOWA.

NOTICE IS HEREBY GIVEN that the City Council of the City of Ankeny, Iowa, will consider a request to vacate public easements, located east of SE Delaware Avenue, west of Interstate 35, and north of SE Corporate Woods Drive, lying over, under, across, and through those parts legally described as:

62.46' ROW Easement & Access Rights (BK 10256 PG 526-531):

A PART OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHWEST FRACTIONAL $\frac{1}{4}$ OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., POLK COUNTY, IOWA SHOWN ON ACQUISITION PLAT, EXHIBIT "A", ATTACHED HERETO, WHICH BY THIS REFERENCE IS MADE A PART HEREOF.

COMMENCING AT THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6; THENCE NORTH 00°00'15" EAST ALONG THE WEST LINE OF SAID NORTHWEST FRACTIONAL $\frac{1}{4}$, 586.78 FEET; THENCE SOUTH 89°38'17" EAST, 50.00 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF S.E. 22ND STREET AND THE POINT OF BEGINNING; THENCE NORTH 00°00'15" EAST ALONG SAID EAST RIGHT-OF-WAY LINE, 134.36 FEET; THENCE SOUTH 89°59'48" EAST, 62.45 FEET; THENCE SOUTH 00°00'05" WEST, 134.75 FEET; THENCE NORTH 89°38'17" WEST, 62.46 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.19 ACRES (8,404 S.F.). PROPERTY SUBJECT TO ANY AND ALL EASEMENT OF RECORD.

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A PART OF THE SOUTHWEST $\frac{1}{4}$ OF THE NORTHWEST FRACTIONAL $\frac{1}{4}$ OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, SHOWN ON ACQUISITION PLAT, ATTACHMENT B, ATTACHED HERETO, WHICH BY THIS REFERENCE IS MADE PART HEREOF. COMMENCING AT THE WEST $\frac{1}{4}$ CORNER OF SAID SECTION 6; THENCE NORTH 00°00'15" EAST, 454.78 FEET; THENCE SOUTH 89°38'17" EAST. 50.00 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF S.E. DELAWARE AVENUE AND THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°38'17" EAST, 62.46 FEET; THENCE SOUTH 00°00'15" WEST, 149.80 FEET; THENCE NORTH 89°38'17" WEST 62.46 FEET TO A POINT ON SAID EAST RIGHT-OF-WAY LINE; THENCE NORTH 00°00'15" EAST ALONG SAID EAST RIGHT OF WAY LINE, 149.80 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.21 ACRES (9,356 S.F.)

17' ROW Easement (BK 4295, PG 816)

The East 17 feet of the West 50 feet of the South $\frac{1}{2}$ of the following real estate, to-wit: the middle $\frac{1}{3}$ of the Northwest fractional $\frac{1}{4}$ (except the East 30 acres thereof) and the North 11.02 acres of the West 31 acres of the South $\frac{1}{3}$ of the Northwest fractional $\frac{1}{4}$, except the 6.7 acres along the easterly line of said tract taken for highway purposes, all in Section 6, Township 79 North, Range 23 West, West of the 5th P.M., Polk County, Iowa.

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17' ROW Easement (BK 4295, PG 820)

The East 17 feet of the West 50 feet of the North 8 rods of the West 20 rods, of the South 19.98 acres of the West 31 acres, of the South 62.99 acres of the Northwest fractional $\frac{1}{4}$ of Section 6, Township 79 North, Range 23 West, West of the 5th P.M., Polk County, Iowa. (about 0.051 acres)

NOTICE IS FURTHER GIVEN that said Easements are proposed to be vacated by the City of Ankeny and conveyed to The Wilson Group, L.L.C., an Iowa limited liability company and Kwik Trip, Inc., a Wisconsin corporation. Said conveyances will be by Quit Claim Deeds, and without payment of consideration.

YOU ARE FURTHER AND SPECIFICALLY NOTIFIED that the City Council will hold a public hearing at 5:30 p.m. on the 19th day of August, 2024 in the Ankeny City Council Chambers, 1250 SW District Drive, Second Floor, Ankeny, Iowa, to consider the request to vacate said Easement, at which time and place all citizens and all parties in interest shall have the opportunity to be heard.

DATED this 5th day of August, 2024.

CITY OF ANKENY, IOWA

Michele Yuska, City Clerk

Published in the Des Moines Register on the ____ day of _____, 2024.

ALTA/NSPS LAND TITLE SURVEY

VICINITY MAP (NOT TO SCALE)



LEGEND

SECTION CORNER AS NOTED
1/2" REBAR, YELLOW CAP #15980
(UNLESS OTHERWISE NOTED)
MEASURED BEARING & DISTANCE
RECORDED BEARING & DISTANCE
DEEDED BEARING & DISTANCE
MINIMUM PROTECTION ELEVATION
PUBLIC UTILITY EASEMENT
CENTERLINE
SECTION LINE
EASEMENT LINE
TELEPHONE LINE
CABLE TELEVISION LINE
FIBER OPTICS LINE
WATERMAIN
STORM SEWER
SANITARY SEWER
STREET LIGHT
DECIDUOUS TREE
WOOD FENCE
GAS LINE
ELECTRIC LINE
OVERHEAD ELECTRIC LINE
GAS MANHOLE
MONITORING WELLS
FLARED END SECTION
TRAFFIC SIGNAL CONTROL
CLEANOUT

FOUND	SET	
●	○	GAS APPARATUS
▲	△	AIR CONDITIONER
●	○	TELEPHONE PEDESTAL
M	R	WATER VALVE
R		FIRE HYDRANT
D		ELECTRIC TRANSFORMER
MPE		ELECTRIC METER BOARD
P.U.E.		MAIL BOX
---	---	SIGN
---	---	POWER POLE
---	---	TELEVISION PEDESTAL
---	---	SANITARY SEWER MANHOLE
---	---	STORM SEWER MANHOLE
---	---	ROUND STORM SEWER INTAKE
---	---	STORM SEWER INTAKE
---	---	FLAG POLE
---	---	SPRINKLER BOX
---	---	BUSH
---	---	CONIFEROUS TREE
---	---	OVERHEAD LIGHT
---	---	HANDICAPPED PARKING
---	---	ROOF DRAIN
---	---	TRAFFIC LIGHT
---	---	SEPTIC TANK
---	---	YARD LIGHT

ENGINEER/SURVEYOR

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322

OWNER

DAVID & RAMONA ABRAHAMSON
6115 SE DELAWARE AVE.
ANKENY, IA 50021-7414

REQUESTED BY

KWK TRIP INC.
1828 OAK ST.
PO BOX 2107
LA CROSSE, WI 54602

DATE OF SURVEY

APRIL 25, 2023

SITE ADDRESS

PARCEL 1: 6115 SE DELAWARE AVENUE
PARCEL 2: 6175 SE DELAWARE AVENUE

AREA OF PROPERTY

PARCEL 1:
TOTAL AREA: 1.00 ACRES (43,658 S.F.)
ROW EASEMENT: 0.34 ACRES (14,838 S.F.)
NET AREA: 0.66 ACRES (28,820 S.F.)

PARCEL 2:
TOTAL AREA: 2.00 ACRES (87,082 S.F.)
ROW EASEMENT: 0.39 ACRES (16,839 S.F.)
NET AREA: 1.61 ACRES (70,243 S.F.)

ZONING

R-1: ONE-FAMILY RESIDENCE DISTRICT

BULK REGULATIONS

SETBACKS:
FRONT: 35 FEET
REAR: 35 FEET
SIDE: 18 FEET (MIN. ON ONE SIDE-8 FEET)
PRINCIPAL BUILDING HEIGHT RESTRICTIONS
IF DWELLING: 35 FEET
IF OTHER THAN DWELLING: 45 FEET

WETLANDS:

NO WETLANDS WERE DELINEATED AT THE TIME OF SURVEY.

UTILITY WARNING

ANY UTILITIES SHOWN HAVE BEEN LOCATED FROM MAPS AND RECORDS OBTAINED BY THIS SURVEYOR. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL THE UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION SHOWN.

FLOOD ZONE CLASSIFICATION

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 191530215F WITH A REVISION DATE OF FEBRUARY 1, 2019.

PROPERTY DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF POLK, STATE OF IOWA, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:
PART OF THE SOUTH 19.98 ACRES OF THE WEST 31 ACRES OF THE SOUTH 1/3 OF THE NORTHWEST FRACTIONAL QUARTER OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23, WEST OF THE 5TH P.M., POLK COUNTY, IOWA, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID SOUTH 19.98 ACRES, THENCE SOUTH ALONG THE WEST LINE OF SAID PARCEL 8 RODS, TO THE POINT OF BEGINNING, THENCE EAST 290.4 FEET, THENCE SOUTH 150 FEET, THENCE WEST 290.4 FEET, THENCE NORTH 150 FEET TO THE POINT OF BEGINNING; AND ALSO THAT PART OF SAID SOUTH 19.98 ACRES DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID SOUTH 19.98 ACRES, THENCE EAST 330 FEET, TO THE POINT OF BEGINNING, THENCE SOUTH 132 FEET, THENCE WEST 39.6 FEET, THENCE SOUTH 150 FEET, THENCE EAST 173 FEET, THENCE NORTH 282 FEET, THENCE WEST 133.4 FEET TO THE POINT OF BEGINNING, (LESS ROAD) ALL IN POLK COUNTY, IOWA.

PARCEL 2:
BEGINNING AT THE NORTHWEST CORNER OF THE SOUTH 19.98 ACRES OF THE WEST 31 ACRES OF THE SOUTH 1/3 OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 6, TOWNSHIP 79 NORTH, RANGE 23, WEST OF THE 5TH P.M., POLK COUNTY, IOWA; THENCE EAST ALONG THE NORTH LINE THEREOF 20 RODS; THENCE SOUTH 8 RODS; THENCE WEST 20 RODS; THENCE NORTH ALONG THE WEST LINE OF SAID NORTHWEST FRACTIONAL 1/4, 8 RODS TO PLACE OF BEGINNING.

NOTES

- NO EVIDENCE WAS OBSERVED OF CURRENT EARTH MOVING, BUILDING CONSTRUCTION OR BUILDING ADDITION
- NO EVIDENCE WAS OBSERVED OF THE SITE BEING USED AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL
- THIS SURVEYOR KNOWS OF NO PROPOSED CHANGES TO THE EXISTING RIGHT OF WAY LINES
- THE MAJOR BUILDING CORNERS WERE LOCATED FROM FIELD MEASUREMENTS. THE OTHER BUILDING CORNERS ARE SHOWN FROM PLAN INFORMATION.
- THERE ARE NO CLEARLY IDENTIFIED PARKING SPACES ON SITE.

SCHEDULE B - SECTION II

THE TITLE COMMITMENT PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY, WITH A COMMITMENT NUMBER OF 1632060 AND AN EFFECTIVE DATE OF FEBRUARY 22, 2023 WAS USED TO PREPARE THIS SURVEY.

- AN EASEMENT FOR PUBLIC HIGHWAY PURPOSES AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED MAY 5, 1972 AS BOOK 4295, PAGE 818 (PARCEL 1) OF OFFICIAL RECORDS. EASEMENT IS LOCATED ON THE SUBJECT PROPERTY AS SHOWN ON THIS SURVEY.
- AN EASEMENT FOR PUBLIC HIGHWAY PURPOSES AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED MAY 5, 1972 AS BOOK 4295, PAGE 820 (PARCEL 2) OF OFFICIAL RECORDS. EASEMENT IS LOCATED ON THE SUBJECT PROPERTY AS SHOWN ON THIS SURVEY.
- CONDEMNATION PROCEEDINGS FOR ROADWAY EASEMENTS AS SHOWN IN DOCUMENTS RECORDED DECEMBER 13, 2002 AS BOOK 9509, PAGE 655-662, MARCH 8, 2003 AS BOOK 9676, PAGE 1-52 AND MARCH 3, 2004 AS BOOK 10418, PAGE 129-130 (PARCEL 1) EASEMENT IS LOCATED ON THE SUBJECT PROPERTY AS SHOWN ON THIS SURVEY. ACCESS RIGHTS ARE ALSO RESTRICTED TO DELAWARE AVE. RESTRICTED ACCESS RIGHTS SHOWN ON SURVEY.
- THE TERMS, PROVISIONS AND EASEMENT(S) CONTAINED IN THE DOCUMENT ENTITLED "PARTIAL ACQUISITION AGREEMENT" RECORDED AUGUST 29, 2003 AS BOOK 10112, PAGE 425 (PARCEL 2) OF OFFICIAL RECORDS. EASEMENT IS LOCATED ON THE SUBJECT PROPERTY AS SHOWN ON THIS SURVEY. ACCESS RIGHTS ARE ALSO RESTRICTED TO DELAWARE AVE. RESTRICTED ACCESS RIGHTS SHOWN ON SURVEY.
- AN EASEMENT FOR PUBLIC ACCESSWAY PURPOSES AND INCIDENTAL PURPOSES IN THE DOCUMENT RECORDED AUGUST 29, 2003 AS BOOK 10112, PAGE 431 (PARCEL 2) OF OFFICIAL RECORDS. EASEMENT IS LOCATED ON THE SUBJECT PROPERTY AS SHOWN ON THIS SURVEY. ACCESS RIGHTS ARE ALSO RESTRICTED TO DELAWARE AVE. RESTRICTED ACCESS RIGHTS SHOWN ON SURVEY.
- RIGHTS OF THE PUBLIC IN AND TO THAT PORTION OF THE LAND LYING WITHIN SE DELAWARE AVENUE. SUBJECT PROPERTY CONTAIN ROADWAY EASEMENT FOR DELAWARE AVENUE AS SHOWN ON THIS SURVEY.

CERTIFICATION:

TO KWK TRIP, INC., A WISCONSIN CORPORATION, FIRST AMERICAN TITLE INSURANCE COMPANY TRI COUNTY ABSTRACT AND TITLE GUARANTY. THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 5, 6(A), 6(B), 7(A), 8, 9, 11(A), 11(B), 14, 17, 18, 20, AND 20(A) OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON APRIL 21, 2023.



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 Brooker
MICHAEL A. BROOKER, P.L.S.
15980
5-19-2023
DATE

SHEETS 1 AND 2

REVISIONS	DATE	REVIEW	TECH	ENGINEER
1	5-19-23			
2	5-19-23			
3	5-19-23			
4	5-19-23			

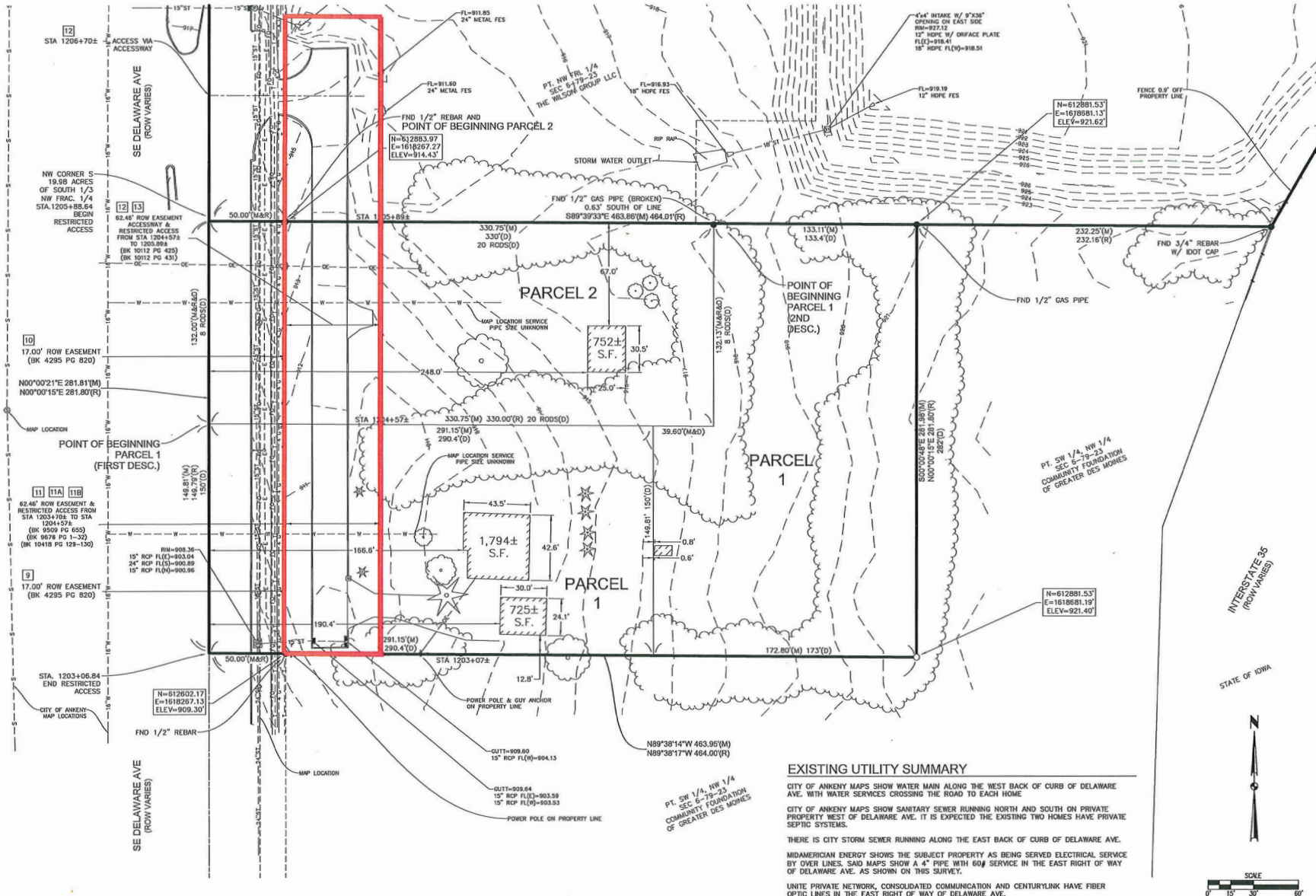
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

KWK TRIP 1707
ALTA/NSPS LAND TITLE SURVEY
ANKENY, IOWA

CIVIL DESIGN ADVANTAGE

2304.241

ALTA/NSPS LAND TITLE SURVEY



EXISTING UTILITY SUMMARY

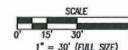
CITY OF ANKENY MAPS SHOW WATER MAIN ALONG THE WEST BACK OF CURB OF DELAWARE AVE. WITH WATER SERVICES CROSSING THE ROAD TO EACH HOME.

CITY OF ANKENY MAPS SHOW SANITARY SEWER RUNNING NORTH AND SOUTH ON PRIVATE PROPERTY WEST OF DELAWARE AVE. IT IS EXPECTED THE EXISTING TWO HOMES HAVE PRIVATE SEPTIC SYSTEMS.

THERE IS CITY STORM SEWER RUNNING ALONG THE EAST BACK OF CURB OF DELAWARE AVE.

MIDAMERICAN ENERGY SHOWS THE SUBJECT PROPERTY AS BEING SERVED ELECTRICAL SERVICE BY OVER LINES. SAID MAPS SHOW A 4" PIPE WITH 60# SERVICE IN THE EAST RIGHT OF WAY OF DELAWARE AVE. AS SHOWN ON THIS SURVEY.

UNITE PRIVATE NETWORK, CONSOLIDATED COMMUNICATION AND CENTURYLINK HAVE FIBER OPTIC LINES IN THE EAST RIGHT OF WAY OF DELAWARE AVE.



KWIK TRIP 1707

ALTA/NSPS LAND TITLE SURVEY

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400



ENGINEER:

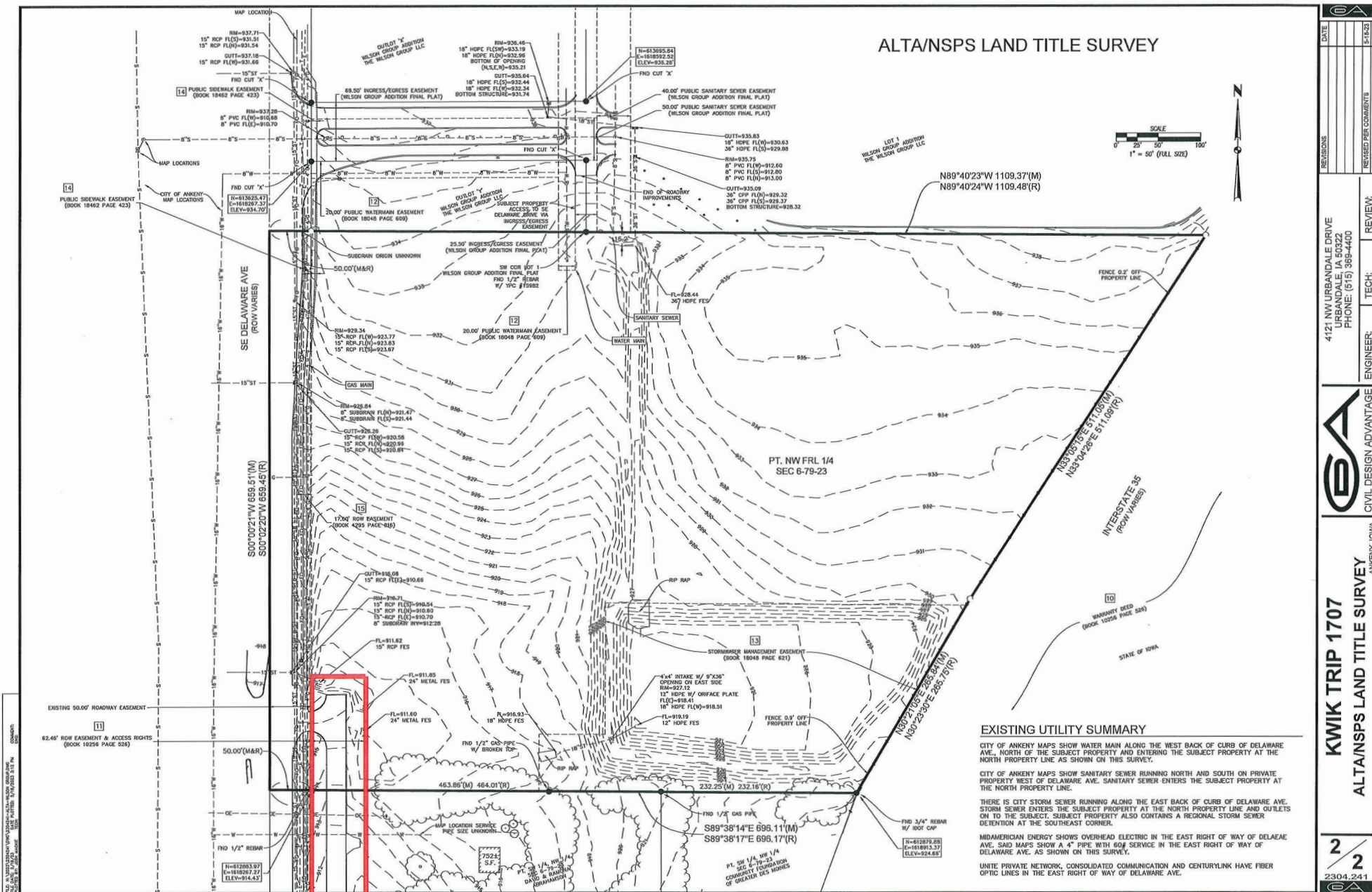
TECH:

REVIEW:

REVISIONS	DATE
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100	12-23

2/2

2304.241



ALTA/NSPS LAND TITLE SURVEY

SCALE
0 25 50 100
1" = 50' (FULL SIZE)

N89°40'23"W 1109.37'(M)
N89°40'24"W 1109.48'(R)

PT. NW FRL 1/4
SEC 6-79-23

INTERSTATE 35
(ROW VARIES)

EXISTING UTILITY SUMMARY

CITY OF ANKENY MAPS SHOW WATER MAIN ALONG THE WEST BACK OF CURB OF DELAWARE AVE. NORTH OF THE SUBJECT PROPERTY AND ENTERING THE SUBJECT PROPERTY AT THE NORTH PROPERTY LINE AS SHOWN ON THIS SURVEY.

CITY OF ANKENY MAPS SHOW SANITARY SEWER RUNNING NORTH AND SOUTH ON PRIVATE PROPERTY WEST OF DELAWARE AVE. SANITARY SEWER ENTERS THE SUBJECT PROPERTY AT THE NORTH PROPERTY LINE.

THERE IS CITY STORM SEWER RUNNING ALONG THE EAST BACK OF CURB OF DELAWARE AVE. STORM SEWER ENTERS THE SUBJECT PROPERTY AT THE NORTH PROPERTY LINE AND OUTLETS ON TO THE SUBJECT. SUBJECT PROPERTY ALSO CONTAINS A REGIONAL STORM SEWER DETENTION AT THE SOUTHEAST CORNER.

MIDAMERICAN ENERGY SHOWS OVERHEAD ELECTRIC IN THE EAST RIGHT OF WAY OF DELAWARE AVE. SAID MAPS SHOW A 4" PIPE WITH 60" SERVICE IN THE EAST RIGHT OF WAY OF DELAWARE AVE. AS SHOWN ON THIS SURVEY.

UNITE PRIVATE NETWORK, CONSOLIDATED COMMUNICATION AND CENTURYLINK HAVE FIBER OPTIC LINES IN THE EAST RIGHT OF WAY OF DELAWARE AVE.

KWIK TRIP 1707

ALTA/NSPS LAND TITLE SURVEY



CIVIL DESIGN ADVANTAGE

ENGINEER:

TECH:

REVIEW:

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 389-4400

DATE	REVISIONS	PREPARED	REVIEWED PER COMMENTS





Store Engineering

PHONE 608-793-5555

FAX 608-781-8960

1626 Oak St., P.O. Box 2107
La Crosse, WI 54602

www.kwiktrip.com

July 12th, 2024

City of Ankeny Community Development
Attn: Laura Hutzell
1210 NW Prairie Ridge Drive
Ankeny, IA 50023

RE: Kwik Star 1707 Ankeny

Laura,

This letter is intended to accompany the submittal to the City of Ankeny for the vacation of existing highway easements.

Included in the submittal are applications for vacation from Kwik Trip and Wilson Group LLC., Vacation exhibits, and Release of Easement for Polk County, Iowa DOT, and City of Ankeny.

Upon approval of the vacation, we request the conveyance be recorded after the closing of the properties to allow legal access to the existing owners until the property transfer.

Any questions or concerns please let us know.

Sincerely,

Nate Byom
Development Manager
Store Engineering
nbyom@kwiktrip.com
608-791-7448

OUR MISSION

To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:

Consider motion to adopt a **RESOLUTION** approving plans and specifications and accepting the contract, performance and maintenance bonds for the construction of paving for the NE Four Mile Dr Raised Median Improvements project

EXECUTIVE SUMMARY:

The action before the Council is the adoption of a resolution approving plans and specifications and accepting the contract, performance and maintenance bonds to facilitate construction of paving for the NE Four Mile Dr Raised Median Improvements project.

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

Approve the motion to adopt a **RESOLUTION** approving plans and specifications and accepting the contract, performance and maintenance bonds to facilitate the construction of public paving for the NE Four Mile Dr Raised Median Improvements project.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

 [Resolution](#)

 [Contract and Bonds](#)

RESOLUTION

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ACCEPTING CONTRACTS, PERFORMANCE AND MAINTENANCE BONDS FOR THE NE FOUR MILE DR RAISED MEDIAN IMPROVMENTS PROJECT

WHEREAS, the plans and specifications for the construction of paving improvements and related work for the NE Four Mile Dr Raised Median Improvements project have been submitted to and approved by the City Engineer; and

WHEREAS, the three-party contract for construction and the performance and maintenance bonds for the above described improvements have been submitted; and

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

1. That the plans and specifications, contract, performance, and maintenance bonds are hereby approved; and,
2. That permission is hereby granted to the developer to construct said improvements above described, subject to inspection and approval of the City Engineer, in accordance with said contract, plans and specifications.

PASSED AND APPROVED on this 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

PRIVATE CONSTRUCTION CONTRACT

THIS AGREEMENT, made and entered into as of the 15th day of July, 2024, by and between Graham Construction Company hereinafter called the "contractor", and Community State Bank hereinafter called the "subdivider";

WITNESSETH: That the contractor and subdivider for the consideration stated herein, agree as follows:

ARTICLE I: SCOPE OF WORK

The contractor shall furnish all materials, labor and equipment and shall perform all the work necessary to construct the following described improvements:

<u> </u> Traffic Signal	<u> </u> Sanitary Sewers	<u> </u> Water Lines
<u> </u> Storm Sewers	<u> X </u> Paving	<u> </u> Subgrade Prep.

As shown in construction plans titled NE FOUR MILE RAISED MEDIAN IMPROVEMENTS, and bearing an "Approved For Construction Date" of June 19th, 2024.

The estimated quantity of work to be done is:

 X as shown on the approved plans
 as shown on the attached detailed list

All work shall be done in thorough, substantial and workmanlike manner in strict compliance with the terms of this contract and the above named plans and the Standard Specifications of the City of Ankeny, Iowa, to the satisfaction of the City Engineer of the City of Ankeny, Iowa, or his duly authorized agents.

ARTICLE II: COMMENCEMENT AND COMPLETION OF WORK

The contractor shall commence work not later than August 25th, 2025, and shall fully complete the work not later than November 1st, 2025

ARTICLE III: THE CONTRACT AMOUNT

Upon performance of this contract by the contractor, the subdivider shall pay to the contractor the sum of \$ 43,360.00 which payment shall be in full compensation and settlement for the work; however, no payment shall be made until and unless the Resolution of Acceptance is presented by the contractor to the subdivider.

ARTICLE IV: INSURANCE

The contractor agrees that the insurance required by the Standard Specifications of the City of Ankeny will be maintained through the period of operations as covered by this contract.

ARTICLE V: INSPECTION

The subdivider agrees to furnish all engineering work, line and grade and copies of the plans and specifications needed for the job, and to reimburse the City of Ankeny for the cost to the City of all inspection, engineering and incidental services furnished by the City.

ARTICLE VI: CONTRACT DOCUMENTS

The plans and specifications attached hereto are a part of the contract; this instrument shall govern in the event that its provisions are inconsistent with the plans and specifications.

ARTICLE VII: OBLIGATIONS TO CITY

It is agreed that this contract runs in favor of the City of Ankeny, Iowa, and may, if necessary, be enforced by the City for the recovery of any damages the City may sustain by virtue of any breach of any provision of this contract.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed with one (1) original document as of the day and year first stated above.

Graham Construction Company
Contractor
by [Signature]
Steve Hauschilt, CEO
email: shauschilt@grahamconstruction.com
(Required for return of signed document)
Community State Bank
Subdivider
by [Signature]
Kurt Gibson CEO
email: Kurtgibson@bankCSb.com
(Required for return of signed document)

Approved as to form:

City of Ankeny, Iowa

by [Signature]
Donald Clark
City Engineer

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

That Graham Construction Company as principal
and Merchants Bonding Company (Mutual) as surety are
held and firmly bound unto the City of Ankeny
and Community State Bank as owner(s)
in the penal sum of

FORTY-THREE THOUSAND THREE HUNDRED SIXTY Dollars (\$43,360.00),
to the payment of which, well and truly to be made, the principal and surety bind themselves, their and
each of their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by
these presents.

Signed, sealed and dated this 15th day of July, 2024.

WHEREAS, the principal has entered into a certain written contract, dated the 15th day of
July, 2024, with the owner(s) for:

NE Four Mile Raised Median Improvements in Ankeny, IA

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That, if the above
bounded principal shall indemnify the owner(s) from and against any and all loss or damage directly
arising by reason of the failure of the principal to perform faithfully said contract, as well as against any
and all direct loss which the owner(s) may sustain by reason of any mechanic's lien or liens that may be
finally established against said improvements and the ground upon which constructed, for work done
and/or materials furnished in and about the performance of said contract, then this obligation shall be
void, otherwise of full force and effect.

This bond is executed and accepted upon the following express conditions precedent:

1. It is understood by the principal and surety that this bond is being furnished to the City of Ankeny
in order to ensure the completion of the improvements stated hereinbefore; it is therefore
understood that any defenses that the principal and surety may assert against Community State
Bank, in any action which might be brought against the principal or surety by the City of Ankeny
for failing to complete the improvements as required, shall not be deemed to bar the City of
Ankeny's right to recovery hereunder.
2. That if the principal shall abandon said contract or be lawfully compelled by reason of a default
to cease operations there under, the surety shall have the right at its option to complete said
contract or to sublet the completion thereof.

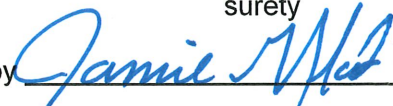
3. That the owner(s) shall notify the surety by registered letter, addressed and mailed to its home office, of any breach of said contract within a reasonable time after such breach shall have come to the knowledge of the owner, architect or engineer.

WITNESS THEREOF:

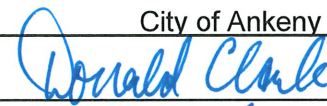

Graham Construction Company *Steve Haurschilt, CEO*
principal

by _____

Merchants Bonding Company (Mutual)

surety (SEAL)
by 
Jamie Gifford, Attorney-in-Fact



City of Ankeny
by 


Community State Bank
owner
Kurt Gibson, CEO

by _____

CONTRACTOR'S MAINTENANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

That Graham Construction of Des Moines, IA as principal and Merchants Bonding Company (Mutual) of Des Moines, IA as surety are held and firmly bound unto the City of Ankeny, Iowa, for a period of 4 years from the date of acceptance of hereinafter described improvements and to all persons who may be injured by any breach of any of the conditions of this bond in the penal sum of FOURTY-THREE THOUSAND THREE HUNDRED SIXTY DOLLARS (\$43,360.00), lawful money of the United States of America, for the payment of which, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly and severally, firmly by these presents.

The conditions of the above obligations are such that whereas the said principal has rendered to the City of Ankeny a certain contract dated the 15th day of July, 2024, wherein said principal or his subcontractors undertakes and agrees to furnish all the materials and labor necessary for the construction of:

NE Four Mile Raised Median Improvements

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 plans and specifications attached to said contract and made a part thereof. Said contract, plans and specifications are also hereby made part of this bond.

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

1. "That principal and sureties on this bond hereby agree to pay all persons, firms or corporations having contracts directly with the principal or with subcontractors, all just claims due them for labor performed or materials furnished, in the performance of the contract on account of which this bond is given, but the principal and sureties shall not be liable to said person, firms or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law."
2. "Every surety on this bond shall be deemed and held, any contract to the contrary notwithstanding, to consent with notice:
 - (A) To any extension of time to the contractor in which to perform the contract.
 - (B) To any change in the plans, specifications or contract, when such change does not involve an increase of more than twenty percent of the total contract price, and shall then be released only as to such excess increase.
 - (C) That no provision of this bond or of any contract shall be valid which limits to less than one (1) year from the time of acceptance of the work the right to sue on this bond for defects in workmanship or material not discovered or known to the obligee at the time such work was accepted."

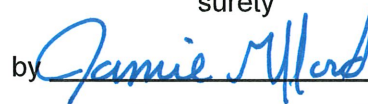
NOW THEREFORE, the condition of this obligation is such that if said principal does and shall, at his own cost and expense, faithfully perform the contract on his part, and strictly comply with the City's plans and specifications and make all repairs necessitated by defects in workmanship and material for the aforementioned period of time, from the date of acceptance of said improvements by the City, and satisfy all claims and demands incurred for same, and fully indemnify and save harmless the City of Ankeny from all costs and damages which may incur in making good any such default by reason of defects in material or workmanship, and shall pay all people who have contract directly with the principal, or subcontractors for labor or materials, and principal and surety shall in all other respects keep and perform all of the terms and conditions of said contract to be kept and performed by said principal, then this obligation shall be null and void; otherwise, it shall remain in full force and effect as provided by law.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder.

WITNESS our hands, signed and sealed this 16th day of July,
2024.


Graham Construction Company Steve Hawschitz, CEO
principal

by _____
Merchants Bonding Company (Mutual)
surety (SEAL)

by 
Jamie Gifford, Attorney-in-Fact



Approved as to form:

City of Ankeny, Iowa

by 
City Engineer

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 Crowner; Bailey Beach; Ben Williams; Brian J Oestreich; Brian M Deimerly; Cameron M Burt; Colby D White; Craig E Hansen; D Gregory Stitts; Dione R Young; Donald E Appleby; Douglas Muth; Ginger Hoke; Grace Rasmussen; Graydon Dotson; Greg Krier; Jamie Gifford; Jay D Freiermuth; Jennifer Marino; Jessica Jean Rini; Jessie Allen; Joe Tiernan; John Cord; Joshua R Loftis; Kate Zanders; Keeton Welch; Mark R DeWitt; Mark Sweigart; Mary Ashley Allen; Melinda C Blodgett; Michelle Morrison; Michelle R Gruis; Nathan Weaver; Nicole Stillings; R C Bowman; Rachel Thomas; Sandra M Engstrum; Sara Huston; Sarah C Brown; Seth D Rooker; Taylor Fogle; Ted Jorgensen; Tim McCulloh; Todd Bengford

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.

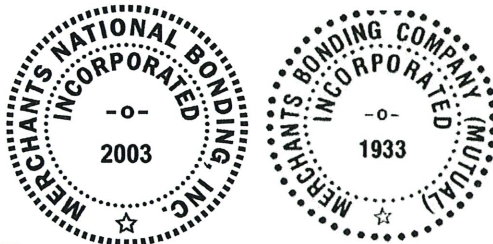
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, 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 13th day of June, 2024.



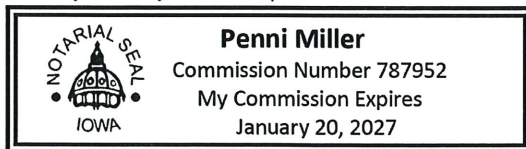
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 13th day of June, 2024, 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.

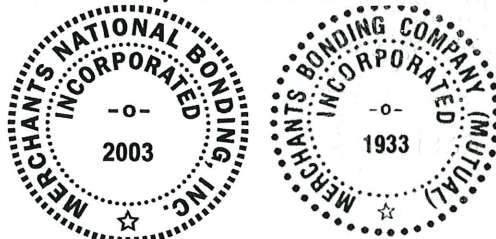


(Expiration of notary's commission does not invalidate this instrument)

[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 July, 2024.



William Warner Jr.
Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/29/2024

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 have **ADDITIONAL INSURED** provisions or 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).

PRODUCER Holmes Murphy & Associates 2727 Grand Prairie Parkway Waukee IA 50263	CONTACT NAME: Ryan Hohanshelt PHONE: 515-974-4608 (A/C, No, Ext): E-MAIL: rhohanshelt@holmesmurphy.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Zurich American Insurance Company INSURER B: Continental Casualty Company INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): NAIC # 16535 20443
INSURED Graham Construction Company 421 Grand Avenue Des Moines, IA 50309	GRACONPC2	

COVERAGES**CERTIFICATE NUMBER:**627413759**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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☒ LOC ☐ OTHER:			GLO0110325	4/1/2024	4/1/2025	EACH OCCURRENCE \$1,000,000 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 ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BAP0110326	4/1/2024	4/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			7036851600	4/1/2024	4/1/2025	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	WC0110324	4/1/2024	4/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Ankeny is an additional insured on General Liability and Auto Liability on a primary and non-contributory basis as required by written contract with the insured, per policy terms and conditions. The project in reference is the NE Four Mile Raised Median Improvements.

CERTIFICATE HOLDER**CANCELLATION**

City of Ankeny
410 W. First Street
Ankeny IA 50023

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

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ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:
Consider motion to adopt **RESOLUTION** accepting public improvements for paving and subgrade prep associated with Copeland Commercial Intersection Improvements .

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Certificate of Completion
 Letter of Assurance

RESOLUTION

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN COPELAND COMMERCIAL - UTILITIES & TURN LANE (DELAWARE LANDING) FOR PAVING

WHEREAS, on the 1st day of May, 2023, the City of Ankeny, Iowa entered into a three-party contract with Nehring Construction, the Contractor, and Copeland Development & Construction Co., Inc., the Developer, for the construction of certain public improvements generally described as Paving, approved under Resolution No. 2023-195; and

WHEREAS, the City of Ankeny, Iowa has received the attached Certificate of Completion on behalf of the Developer from the Developer's Engineer that the construction of the public improvements has been completed on August 5th, 2024 with the following exceptions:

NONE.

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

1. That the Certificate of Completion received on behalf of the Developer from the Developer's Engineer be hereby received and filed; and
2. That the above-described improvements be and are hereby accepted based on said certification.

PASSED AND APPROVED on this 5th day of August, 2024.

CITY OF ANKENY, IOWA

By: _____
Mark E. Holm, Mayor

ATTEST:

By: _____
Michelle Yuska, City Clerk

CERTIFICATE OF COMPLETION

Copeland Commercial Intersection Improvements

Ankeny, Iowa

August 5, 2024

This is to certify that the construction improvements on the *Copeland Commercial Intersection Improvements* project have been completed in substantial compliance with the plans and specifications for the project. I hereby recommend acceptance of the project.

Respectfully submitted,



Jeff Nesvik, P.E.

Project Engineer

Civil Design Advantage

Iowa License Number: 23810



CIVIL DESIGN ADVANTAGE L.L.C.

ENGINEERS, LANDSCAPE ARCHITECTS,
PLANNERS & SURVEYORS

August 5, 2024

City of Ankeny – Community Services
Attn: Don Clark
220 W. 1st Street
Ankeny, Iowa 50023

RE: Copeland Commercial Intersection improvements
Public Improvement Acceptance

Dear Don:

We respectfully request acceptance of the public improvements for the aforementioned project. The project was constructed in substantial conformance with the approved plans and specifications to the best of our knowledge. We have attached the following supporting documents for your review and file:

- One set of record drawings with 'as-built' information and service locations (PDF)
- Utility service locates
- Inspector field notes
- Completed list of punch list items

Following your review, please place on the next available City Council Agenda or contact myself with questions. Thank you.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC

Jeff Nesvik, P.E.



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:
Consider motion to adopt **RESOLUTION** accepting traffic signal improvements and termination of associated development agreement for Copeland Commercial Intersection Improvements.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:
To adopt the Resolution accepting traffic signal improvements and terminating the associated development agreement for Copeland Commercial Intersection Improvements.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Certificate of Completion
 Letter of Assurance
 Development Agreement

RESOLUTION

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN COPELAND COMMERCIAL INTERSECTION IMPROVEMENTS FOR TRAFFIC SIGNAL IMPROVEMENTS AND TERMINATION OF DEVELOPMENT AGREEMENT

WHEREAS, on the 15th day of May, 2023, the City of Ankeny, Iowa entered into a three-party contract with Van Maanen Electric, Inc., the Contractor, and Copeland Development & Construction Co., Inc., the Developer, for the construction of certain public improvements generally described as Utilities, approved under Resolution No. 2023-210; and

WHEREAS, Parlay Ankeny, LLC entered into a Development Agreement with the City of Ankeny, Iowa for purposes of constructing a traffic signal; and

WHEREAS, said Development Agreement was recorded on May 3rd, 2023 in Book 19463 at Page 180 of the Polk County, Iowa records; and

WHEREAS, the Developer has complied with the provisions of the Development Agreement; and

WHEREAS, the City of Ankeny, Iowa has received the attached Certificate of Completion on behalf of the Developer from the Developer's Engineer that the construction of the public improvements has been completed on August 5th, 2024 with the following exceptions:

NONE.

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

1. That the Certificate of Completion received on behalf of the Developer from the Developer's Engineer be hereby received and filed; and
2. That the above-described improvements be and are hereby accepted based on said certification.
3. The City of Ankeny, Iowa, hereby acknowledges full termination of the Development Agreement recorded on May 3rd, 2023 in Book 19463 at Page 180 of the Polk County Iowa records.

PASSED AND APPROVED on this 5th day of August, 2024.

CITY OF ANKENY, IOWA

By: _____
Mark E. Holm, Mayor

ATTEST:

By: _____
Michelle Yuska, City Clerk

CERTIFICATE OF COMPLETION

Copeland Commercial Intersection Improvements

Ankeny, Iowa

August 5, 2024

This is to certify that the construction improvements on the *Copeland Commercial Intersection Improvements* project have been completed in substantial compliance with the plans and specifications for the project. I hereby recommend acceptance of the project.

Respectfully submitted,



Jeff Nesvik, P.E.

Project Engineer

Civil Design Advantage

Iowa License Number: 23810



CIVIL DESIGN ADVANTAGE L.L.C.

ENGINEERS, LANDSCAPE ARCHITECTS,
PLANNERS & SURVEYORS

August 5, 2024

City of Ankeny – Community Services
Attn: Don Clark
220 W. 1st Street
Ankeny, Iowa 50023

RE: Copeland Commercial Intersection improvements
Public Improvement Acceptance

Dear Don:

We respectfully request acceptance of the public improvements for the aforementioned project. The project was constructed in substantial conformance with the approved plans and specifications to the best of our knowledge. We have attached the following supporting documents for your review and file:

- One set of record drawings with 'as-built' information and service locations (PDF)
- Utility service locates
- Inspector field notes
- Completed list of punch list items

Following your review, please place on the next available City Council Agenda or contact myself with questions. Thank you.

Sincerely,

CIVIL DESIGN ADVANTAGE, LLC

Jeff Nesvik, P.E.

Recorded: 5/3/2023 at 8:57:30.0 AM
County Recording Fee: \$147.00
Iowa E-Filing Fee: \$5.74
Combined Fee: \$152.74
Revenue Tax:
Polk County, Iowa
Julie M. Haggerty RECORDER
Number: 202300021122
BK: 19463 PG: 180

WHEN RECORDED RETURN TO:

Michelle Yuska, City Clerk
City of Ankeny
410 W. First St
Ankeny, IA 50023

Preparer Information: Mitchell Wedell, 1210 NW Prairie Ridge Dr., Ankeny, Iowa 50023 (515) 963-3523
SPACE ABOVE THIS LINE FOR RECORDER

**DEVELOPMENT AGREEMENT BY AND BETWEEN
THE CITY OF ANKENY, IOWA, AND PARLAY ANKENY, LLC**

WHEREAS, the City of Ankeny, Iowa (hereinafter the "City") has received a site plan and traffic impact study from Parlay Ankeny, LLC, a Missouri limited liability company (hereinafter the "Developer") regarding the construction of a commercial project including an approximately 55,000 square foot retail building to be located on the property legally described on Exhibit A attached hereto (hereinafter the "Project"); and

WHEREAS, the December 15, 2022 Traffic Study approved by the City ("Current Traffic Study") shows that additional traffic generated from the Project will require a traffic signal and additional right-of-way improvements ("Public Improvements") at the intersection of SE Delaware Avenue and the private drive approximately 700' north of SE 54th Street (the "Intersection"), according to the plans and specifications set forth on Exhibit B attached hereto (the "Approved Plans"); and

WHEREAS, the Public Improvements are currently not programmed in the City's current Capital Improvement Program ("CIP"); and

WHEREAS, Developer has agreed that, except as expressly provided herein, as a condition to receipt of a final certificate of occupancy for the Project, the Public Improvements shall be constructed at the Intersection according to the plans approved by the City as provided herein.

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the Developer and the City hereby agree as follows:

1. The Public Improvements shall be constructed at the Intersection and completed and the Public Improvements shall be operational prior to the Project receiving a final certificate of occupancy. Notwithstanding anything to the contrary in the approved plans or elsewhere, the City shall not withhold or delay issuance of the temporary certificate of occupancy if the delay in completing the Public Improvements is the result of supply chain disruptions, delays in receiving materials, or other matters outside the reasonable control of Developer. Developer shall bid and construct the Public Improvements at the Intersection in accordance with the Approved Plans, and City shall reasonably cooperate with such efforts, including promptly issuing any necessary permits, and promptly reviewing any changes to the Approved Plans submitted by Developer. The City agrees to promptly review any changes to Developer's Approved Plans for the Public Improvements, and to provide City's approval or any comments to Developer within ten (10) business days after receipt by the City. The City acknowledges and agrees that the Public

Improvements are the only off-site public improvements required in connection with Developer's development and operation of the Project, and that no other off-site public improvements shall be required in connection therewith. Promptly upon Developer's completion of the Project and the Public Improvements, the City shall issue to Developer a final certificate of occupancy for the Project. Notwithstanding anything to the contrary herein, Developer shall have no obligation to bid or construct the Public Improvements unless and until Developer develops the Project, and if the Public Improvements are bid and constructed by another party prior to Developer developing the Project, Developer shall have no further obligation under this Agreement.

2. To the extent owned by Developer, the Developer agrees to provide the City with any right-of-way, permanent easement, and/or temporary construction easements (the "Right of Way") reasonably acceptable to Developer and consistent with the Project, which are necessary for any street, public utility, pedestrian ramp, or other improvements to the Intersection that are required to support the Public Improvements installation. The Right-of-Way will be determined during the preliminary design phase of the Public Improvements. The Right of Way provided by Developer shall be provided at no cost to the City.

3. The City agrees to reimburse the Developer fifty percent (50%) of the costs and expenses, not to exceed \$195,638.70, solely related to the traffic signal preparation, construction, and installation, as the City's contribution to the Public Improvements costs within thirty (30) days after the Public Improvements have been completed and accepted by the City Council, which acceptance shall not be unreasonably withheld, conditioned or delayed.

4. Upon completion of the Public Improvements and acceptance thereof by the City, the City shall, upon written request of Developer, execute and deliver to Developer a termination and release of this Agreement in the form attached hereto as Exhibit C.

5. This Agreement shall be governed by the laws of the State of Iowa.

6. In the event a party hereto fails to pay its obligations under this Agreement or breaches a covenant, warranty or representation of this Agreement, the other party shall give to the alleged defaulting party written notice of the alleged default and of the actions necessary to cure the default. If the default is not cured within 30 days from the date of notice, the party not in default may exercise all remedies available at law, or in equity, including specific performance. In the event that either party must file an action or suit to enforce this Agreement, the prevailing party shall be entitled to collect from the defaulting party all costs and expenses incurred by the prevailing party in connection with such action or suit (including attorney fees, court costs and expert witness fees).

7. This Agreement contains the entire agreement between the parties. This Agreement may not be changed or modified in any manner, unless a written instrument is executed by the parties.

8. The undersigned officers of the parties covenant and confirm that this Agreement has been approved, and its execution authorized, by the Developer and the City Council of the City of Ankeny, Iowa, and that the undersigned officers have been authorized to enter into and execute this Agreement on behalf of the Developer and the City.

9. The City has found and determined that this Agreement serves and accomplishes a public purpose and is in the best interests of the City and its citizens and residents.

10. The Developer agrees that this Development Agreement shall be effective and binding from and after the approval hereof by resolution of the City Council and shall be binding on any and all subsequent titleholders, transferees and assignees.

City:

City of Ankeny
1210 NW Prairie Ridge Drive
Ankeny, IA 50023
Attn.: Don Clark, PE

Developer:

Parlay Ankeny, LLC
101 Vine Street
Chillicothe, MO 64601
Attn.: Josh Copeland

Each properly addressed notice or request sent by certified mail shall be deemed given and served upon being actually received by the addressee or being rejected by the addressee. The City or the Developer shall have the right to send notices by overnight delivery which notices shall be deemed given and served upon actual receipt by the addressee or rejection by the addressee.

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representative on this the 1st day of May, 2023.

PARLAY ANKENY, LLC

By: J. David Copeland
J. David Copeland, Manager

CITY OF ANKENY, IOWA

DocuSigned by:
Mark E. Holm
4C9E47CBE956471...
Mark E. Holm, Mayor

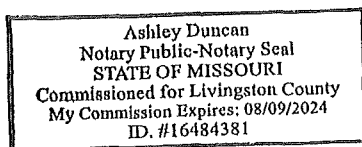
Attest:

DocuSigned by:
Michelle Yuska
7F497FC63C464A9
Michelle Yuska, City Clerk

STATE OF Missouri
COUNTY OF Livingston, ss:

On the 20 day of April, 2023,
before me, a Notary Public in and for said County and State personally appeared J. David Copeland of Parlay Ankeny, LLC, to me personally known, who being by me duly sworn, did say that he is the Manager of Parlay Ankeny, LLC, executing the within and foregoing instrument and acknowledged that he executed the same as his voluntary act and deed of the corporation, by it and by him voluntarily executed.

Ashley Duncan
Notary Public in and for said State of MO.



STATE OF IOWA
COUNTY OF POLK, ss:

On the 1st day of May, 2023,
before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared MARK E. HOLM and MICHELLE YUSKA, to me personally known, who, being by me duly sworn, did say that they are the Mayor and Interim City Clerk of the City of Ankeny, Iowa, a municipal corporation; that the seal affixed to the above and foregoing instrument is the corporate seal of said municipal corporation, and that said instrument was signed and contained in the Resolution adopted by the City Council of Ankeny, Iowa, on the 1st day of May, 2023, and the said MARK E. HOLM and MICHELLE YUSKA acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said municipal corporation, by it and by them voluntarily executed.

Diane Klemme
Notary Public in and for the State of Iowa

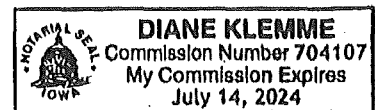


Exhibit A
Project Legal Description

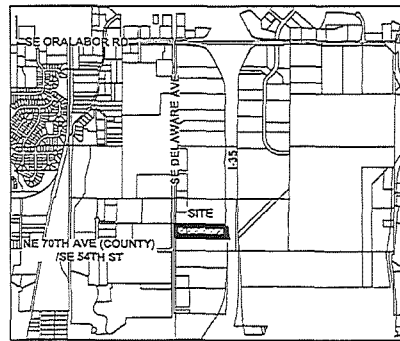
Lot 1, Delaware Landing Plat 1, an Official Plat in the City of Ankeny, Polk County, Iowa

Exhibit B
Public Improvements Approved Plans

CONSTRUCTION PLANS FOR: COPELAND COMMERCIAL INTERSECTION IMPROVEMENTS

ANKENY, IOWA

VICINITY MAP NOT TO SCALE



ANKENY, IOWA

OWNER

BENNY B. MELL, FAMILY LC
2401 SE TOWNS DR. SITE 17
ANKENY, IA 50022
CONTACT: DARIN MURRAY
PH: (515) 884-1587
EMAIL: JOSH@CDCCONG.COM

APPLICANT

COPELAND DEVELOPMENT AND CONSTRUCTION CO., INC.
101 VINE STREET
ORLEANS, MO 64651
CONTACT: JOSH COPELAND
PH: (515) 804-3285
EMAIL: JOSH@CDCCONG.COM

ENGINEER

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50022
CONTACT: BOB WANDERLACH
EMAIL: BOB@CDCA-ENG.COM
PH: (515) 359-4400

SURVEYOR

CIVIL DESIGN ADVANTAGE, LLC
4121 NW URBANDALE DRIVE
URBANDALE, IA 50022
CONTACT: CHARLIE MCGLOTHLIN
EMAIL: CHARLIE@CDCA-ENG.COM
PH: (515) 359-4400

CONSTRUCTION SCHEDULE

ANTICIPATED START DATE - MARCH 2023
ANTICIPATED FINISH DATE - MARCH 2024

SUBMITTAL DATES

FIRST SUBMITTAL: 1/16/2023
SECOND SUBMITTAL: 2/14/2023
THIRD SUBMITTAL: 3/10/2023
FOURTH SUBMITTAL: 4/27/2023
FIFTH SUBMITTAL: 4/10/2023

INDEX OF SHEETS

NO.	DESCRIPTION
C.01	TITLE SHEET
C.02	TYPICAL SECTION AND DETAILS
C.03	QUANTITIES AND REFERENCE NOTES
C.04	DEMOLITION AND GRADING PLAN
C.05	TURN LANE DETAILS
C.06	INTERSECTION DETAILS
C.07	STRIPING PLAN
C.08	SIDEWALK CLOSURE PLAN
N.01-N.13	TRAFFIC SIGNAL PLAN

LEGAL DESCRIPTION

LOT 1, DELAWARE LANDING PLAT 1

ZONING

C-2 GENERAL RETAIL AND HIGHWAY ORIENTED
COMMERCIAL DISTRICT

PROJECT SITE ADDRESS

5073 SE DELAWARE AVENUE
ANKENY, IA 50021

EXISTING/ PROPOSED USE

PROPOSED USE: RETAIL STORE

DATE OF SURVEY

09/14/2022

BENCHMARKS

1. CDA SET BM, TOP OF SOUTH BASE PLATE OF LIGHT POLE IN THE SE CORNER OF THE SAMS CLUB PARKING LOT. ELEV=344.37
2. CDA SET BM, TOP OF THE HYDRANT AT THE SW CORNER OF THE INTERSECTION OF SE DELAWARE AVENUE AND THE SOUTHERN ENTRANCE TO THE SAMS CLUB PARKING LOT. ELEV=355.30

UTILITY WARNING

THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY AND RECORDS OBTAINED BY THIS SURVEYOR. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL THE UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION SHOWN.

GENERAL LEGEND

PROPOSED	EXISTING
PROPERTY BOUNDARY	SANITARY MANHOLE
SECTION LINE	WATER VALVE BOX
CENTER LINE	FIRE HYDRANT
RIGHT OF WAY	WATER CURB STOP
BUILDING SETBACK	WELL
PERMANENT EASEMENT	STORM SEWER MANHOLE
TEMPORARY EASEMENT	STORM SEWER SINGLE INTAKE
TYPE SW-501 STORM INTAKE	STORM SEWER DOUBLE INTAKE
TYPE SW-502 STORM INTAKE	FLARED END SECTION
TYPE SW-503 STORM INTAKE	DECIDUOUS TREE
TYPE SW-505 STORM INTAKE	CONIFEROUS TREE
TYPE SW-508 STORM INTAKE	DECIDUOUS SHRUB
TYPE SW-512 STORM INTAKE	CONIFEROUS SHRUB
TYPE SW-513 STORM INTAKE	ELECTRIC POWER POLE
TYPE SW-401 STORM MANHOLE	CLAY ANCHOR
TYPE SW-402 STORM MANHOLE	STREET LIGHT
FLARED END SECTION	POWER POLE W/ TRANSFORMER
TYPE SW-301 SANITARY MANHOLE	UTILITY POLE W/ LIGHT
STORM/SANITARY CLEANOUT	ELECTRIC BOX
WATER VALVE	ELECTRIC TRANSFORMER
FIRE HYDRANT ASSEMBLY	ELECTRIC MANHOLE OR VAULT
SN	TRAFFIC SIGN
DETECTABLE WARNING PANEL	TELEPHONE JUNCTION BOX
WATER CURB STOP	TELEPHONE MANHOLE/VAULT
STORM SEWER STRUCTURE NO.	TELEPHONE POLE
STORM SEWER PIPE NO.	GAS VALVE BOX
SANITARY SEWER STRUCTURE NO.	CABLE TV JUNCTION BOX
SANITARY SEWER PIPE NO.	CABLE TV MANHOLE/VAULT
SANITARY SEWER	MAIL BOX
SANITARY SERVICE	BENCHMARK
STORM SEWER	SOIL BORING
STORM SERVICE	UNDERGROUND TV CABLE
WATERMAIN WITH SIZE	GAS MAIN
WATER SERVICE	FIBER OPTIC
SAWCUT (FULL DEPTH)	OVERHEAD TELEPHONE
SILT FENCE	OVERHEAD ELECTRIC
USE AS CONSTRUCTED	UNDERGROUND ELECTRIC
MINIMUM PROTECTION ELEVATION	FIELD TILE
	SANITARY SEWER WITH SIZE
	STORM SEWER WITH SIZE
	WATER MAIN WITH SIZE



GA
CIVIL DESIGN ADVANTAGE

4121 NW URBANDALE DRIVE, URBANDALE, IA 50022

PH: (515) 369-4400

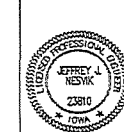
PROJECT NO. 2205.322

APPROVED BY CITY
4/12/2023

THE PROJECT REQUIRES AN IOWA NPDES PERMIT (#2 AND CITY OF ANKENY CONSIDERED PERMIT). CIVIL DESIGN ADVANTAGE WILL PROVIDE THE PERMITS AND THE INITIAL STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR THE CONTRACTORS USE DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR UPDATING THE SWPPP THROUGHOUT CONSTRUCTION AND MEETING LOCAL, STATE AND FEDERAL REQUIREMENTS.

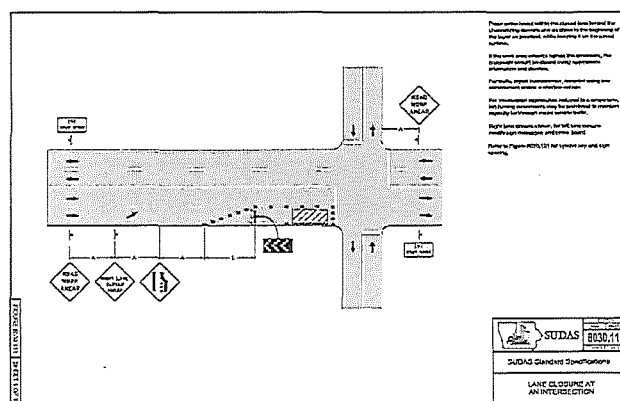
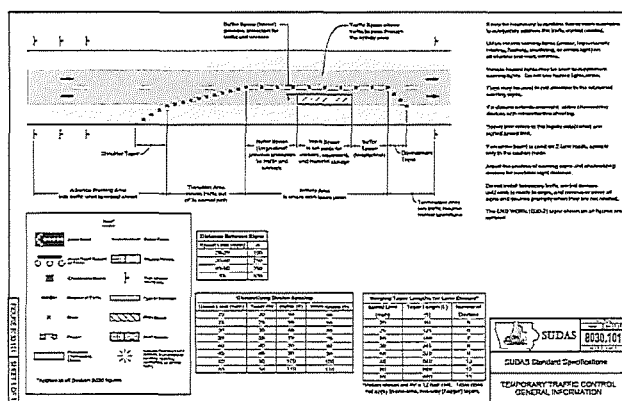
ALL CONSTRUCTION MATERIALS, DUMPSTERS, DETACHED TRAILERS OR SIMILAR ITEMS ARE PROHIBITED ON PUBLIC STREETS OR WITHIN THE PUBLIC R.O.W.

THE 2023 EDITION OF THE SDAS STANDARD SPECIFICATIONS AND ALL CITY SUPPLEMENTAL SPECIFICATIONS SHALL APPLY TO ALL WORK ON THIS PROJECT EXCEPT AS MODIFIED HEREIN.



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.

JEFFREY J. NEWKIRK, P.E. DATE
LICENSE NUMBER 23810
MY LICENSE EXPIRATION DATE IS DECEMBER 31, 2024
PAGE(S) OF SHEETS COVERED BY THIS SEAL
SHEETS C.01-C.08



ESTIMATED PROJECT QUANTITIES

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY
1	CLEARING AND GRUBBING	LS	1
2	TOP SOIL ON-SITE	LS	1
3	EXCAVATION, CLASS 10	LS	1
4	SUBGRADE PREPARATION, 12 IN. DEPTH	SY	400
5	PAYMENT, PCC, 10.5 IN.	SY	374
6	PAYMENT, PCC, 8 IN.	SY	120
7	SIDEWALK, PCC, 6 IN.	SY	98
8	SIDEWALK, PCC, 4 IN.	SY	186
9	DETECTABLE WARNING	SF	132
10	PAYMENT REMOVAL, PCC, 4 IN.	SY	117
11	PAYMENT REMOVAL, PCC, 6 IN.	SY	91
12	PAYMENT REMOVAL, PCC, 8 IN.	SY	85
13	PAYMENT REMOVAL, PCC, 10.5 IN.	SY	124
14	PAYMENT MARKINGS	LS	1
15	TRAFFIC CONTROL	LS	1
16	CONVENTIONAL SEEDING, SEEDING, FERTILIZING, AND MULCHING	AC	0.06
17	CONCRETE WASH PIT	CA	1
18	FLUID SOIL	LF	310
19	EROSION AND SEDIMENT CONTROL	LS	1
20	TRAFFIC SIGNALIZATION	LS	1

ESTIMATE REFERENCE INFORMATION

ITEM NO.	DESCRIPTION
	THE 2023 EDITION OF THE SDAS STANDARD SPECIFICATIONS MANUAL AND ALL CITY SUPPLEMENTAL SPECIFICATIONS SHALL APPLY TO ALL WORK PERFORMED ON THIS PROJECT EXCEPT AS MODIFIED HEREIN. REFER TO PROJECT SPECIFICATIONS FOR EXCEPTIONS TO THE TWO SPECIFICATIONS. ALL REFERENCES TO SECTIONS AND FIGURES ARE TO THE SDAS STANDARD SPECIFICATIONS UNLESS OTHERWISE NOTED.
1	CLEAR AND GRUB ALL AREAS AFFECTED BY GRADING OPERATIONS. THE CONTRACTOR SHALL FIELD VERIFY CLEARING AND GRUBBING PRIOR TO BEGINNING. INCLUDES REMOVAL OF ANY EXISTING FIELD FENCE. ALL MATERIAL THAT IS REMOVED FROM THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR. DO NOT DISTURB CROPS OUTSIDE OF THE PROJECT LIMITS.
2	STRIP, SALVAGE AND SPREAD THE TOP 12 INCHES OF TOPSOIL. RESPREAD TOPSOIL WITHIN THE RIGHT OF WAY. ON BACKSLOPES AND IN DEVELOPED AREAS A MINIMUM OF 8 INCHES THICK TOPSOIL TO BE RESPREAD SHALL BE FREE OF ROCK AND DEBRIS AND BE SUITABLE FOR THE GROWTH OF GRASS. COORDINATE LOCATION OF STOCKPILE WITH OWNER.
3	EXCAVATION INCLUDES ALL WORK NECESSARY TO ACHIEVE PROPER GRADES AS SHOWN IN THE PLANS. NO PAYMENT FOR OVERHAUL SHALL BE ALLOWED. SPRINKLER WAS ASSUMED TO BE 225.
4	REFER TO SHEET C.02 FOR TYPICAL LOCATIONS AND THICKNESS. QUANTITY BASED ON TWO-8 INCH LIFTS.
5-8	REFER TO FIG. 7030.101 - JOINTS FOR CONSTRUCTION DETAILS. REFER TO INTERSECTION SHEETS FOR JOINTING AND GEOMETRIC PLAN DETAILS. TYPICAL "C" AND "D" JOINT SPACING IS 13 FEET. COARSE AGGREGATE FOR PCC PAVEMENT SHALL BE CLASS 3 DURABILITY.
7	REFER TO FIG. 7030.207 - CURB RAMP FOR CLASS B OR C SIDEWALK FOR CONSTRUCTION DETAILS. SIDEWALK SHALL BE 6 INCHES IN DEPTH FOR RAMPS AND TURNING SPACES. MINOR GRADING ADJACENT TO SIDEWALKS SHALL BE CONSIDERED INCIDENTAL.
9	REFER TO FIG. 7030.210 DETECTABLE WARNING PLACEMENT FOR CONSTRUCTION DETAILS. DETECTABLE WARNING PANELS SHALL BE INSTALLED PER SECTION 7030. DETECTABLE WARNING PANELS WITHIN 5' SIDEWALK SHALL BE BRICK RED. PLASTIC PRE-MANUFACTURED PANELS. PANELS WITHIN THE 8' TRAIL ON THE WEST SIDE OF DELAWARE AVENUE SHALL BE BRICK RED. CAST-IRON PRE-MANUFACTURED PANELS.
10-13	ALL PAYMENT REMOVED FROM THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR. ALL FULL DEPTH SAW CUTTING FOR REMOVALS SHALL BE CONSIDERED INCIDENTAL.
15	REFER TO TRAFFIC CONTROL NOTES ON THIS SHEET. ALL TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD). THE CONTRACTOR SHALL INSTALL AND MAINTAIN ROAD BARRICADES AT THE END OF EXISTING PAVEMENT UNIT THE PROJECT IS ACCEPTED BY THE CITY. REFER TO SHEET C.02 FOR STANDARD LANE CLOSURE TRAFFIC CONTROL DETAILS.
16	INCLUDES ALL MATERIALS, EQUIPMENT, AND LABOR NEEDED TO PERFORM SEEDING. SEED MIXTURE SHALL BE TYPE 1 (PERMANENT LAWN MIXTURE). REFER TO SECTION 9010. 2.02A TYPE 1 (PERMANENT LAWN MIXTURE) FOR SEED MIXTURE. CONTRACTOR SHALL SEED ALL DISTURBED AREAS.
17-19	REFER TO SEPARATE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR CONSTRUCTION DETAILS AND INITIAL EROSION CONTROL PLAN. THE CLIENT/OWNER WILL BE RESPONSIBLE FOR MONITORING THE SITE AND KEEPING THE SWPPP CURRENT THROUGHOUT EACH PHASE OF CONSTRUCTION. CIVIL DESIGN ADVANTAGE IS NOT RESPONSIBLE FOR KEEPING THE SWPPP UPDATED THROUGHOUT CONSTRUCTION OR FOR DISTRIBUTION OF THE PLAN TO CONTRACTORS. IT WILL BE THE DUTY OF THE CLIENT OR CLIENTS AGENT TO SEE THAT ALL CONTRACTORS RECEIVE A COPY OF THE SWPPP AND SIGN THE CERTIFICATION STATEMENTS. IT IS ALSO THE DUTY OF THE CLIENT OR CLIENTS AGENT TO PERIODICALLY UPDATE THE SWPPP THROUGHOUT CONSTRUCTION TO MEET ALL STATE AND LOCAL GOVERNMENT AGENCY REQUIREMENTS.
20	REFER TO SHEET N.01 FOR TRAFFIC SIGNALIZATION QUANTITIES.

GENERAL NOTES

- WHERE PUBLIC UTILITY FEATURES ARE SHOWN AS EXISTING ON THE PLANS OR ENCOUNTERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MAINTENANCE OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS. THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTORS RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATIONS AND TO AVOID DAMAGE THEREOF. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK. THE CONTRACTOR IS REQUIRED TO UTILIZE THE UTILITY ONE-CALL SERVICE AT 800-292-6989 AT LEAST 48 HOURS PRIOR TO EXCAVATING ANYWHERE ON THE PROJECT.
- PRIOR TO CONSTRUCTION, CONTRACTOR SHALL NOTIFY (48 HRS NOTICE) THE FOLLOWING:
 - CITY OF ANKENY
 - APPROPRIATE UTILITY COMPANIES
 - OWNER
 - CIVIL DESIGN ADVANTAGE
- THE CONTRACTOR SHALL NOTIFY THE CITY OF ANKENY AT LEAST ONE WEEK PRIOR TO CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR REPLACING ANY AREAS OF PAVEMENT OR SIDEWALK NOT TO BE REMOVED THAT IS DAMAGED DUE TO OPERATING EQUIPMENT ON THE PAVEMENT OR SIDEWALK.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF WORK BETWEEN ALL SUPPLIERS AND SUBCONTRACTORS INVOLVED IN THE PROJECT, INCLUDING STAGING OF CONSTRUCTION DETAILS.
- THE CONTRACTOR SHALL APPLY NECESSARY MOISTURE TO THE CONSTRUCTION AREA AND HAUL ROAD TO PREVENT THE SPREAD OF DUST.
- THE CONTRACTOR MAY BE REQUIRED AS DIRECTED BY THE ENGINEER OR THE CITY, TO PLACE TEMPORARY WARNING DEVICES AND SAFETY FENCE AT CERTAIN LOCATIONS WHERE REPLACEMENT FEATURES ARE NOT INSTALLED THE SAME DAY. THIS WILL BE INCIDENTAL TO THE BID ITEM TRAFFIC CONTROL.
- SPECIAL CARE SHALL BE TAKEN WHEN FORMING AT INTERSECTIONS SO THE PROFILES SHOWN ON THE PLANS AND THE ELEVATIONS SHOWN ON THE INTERSECTION DETAILS ARE OBTAINED. SHORT LENGTHS OF FORMS OR FLEXIBLE FORMS MAY BE NECESSARY AT THESE LOCATIONS.
- THE CONTRACTOR SHALL CONFINE HIS GRADING OPERATIONS TO WITHIN THE PROPOSED AND EXISTING RIGHT OF WAY, CONSTRUCTION LIMITS AND EASEMENTS SHOWN ON THE PLANS.
- THE CONTRACTOR IS REQUIRED TO BE FAMILIAR WITH AND COMPLY WITH OSHA STANDARDS. NOTHING WITHIN THESE PLANS SHALL RELIEVE THE CONTRACTOR OF THIS REQUIREMENT.
- CIVIL DESIGN ADVANTAGE WILL PROVIDE ALL CONSTRUCTION STAKING ON THIS PROJECT. NOTIFY CHARLIE MCCLINTOCK (315-359-4433) A MINIMUM OF 48 HOURS BEFORE CONSTRUCTION STAKES ARE REQUIRED.

- THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION AND MAINTENANCE OF ALL EROSION CONTROL MEASURES REQUIRED ON THE STORM WATER POLLUTION PREVENTION PLAN.
- IN THE EVENT OF A DISCREPANCY BETWEEN DETAILED PLANS AND QUANTITIES, THE DETAILED PLANS SHALL GOVERN.
- THE CONTRACTOR IS RESPONSIBLE FOR ALL TRAFFIC CONTROL. ALL TRAFFIC CONTROL SHALL COMPLY WITH MUTCD AND SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.
- ALL SLOPES IN PAVEMENT SHALL BE UNIFORM TO AVOID PONDING.
- DO NOT STORE CONSTRUCTION MATERIALS AND EQUIPMENT IN THE RIGHT OF WAY.
- ALL PROPERTY PINS SHALL BE PROTECTED FROM GRADING OR OTHER OPERATIONS. ANY PINS DISTURBED SHALL BE RESET AT THE CONTRACTOR'S EXPENSE.
- PRIOR TO ANY WORK AT THIS SITE, CONTRACTOR SHALL EXAMINE ANY APPLICABLE DRAWINGS AVAILABLE FROM THE OWNER OR ENGINEER, AND CONSULT WITH OWNER'S PERSONNEL AND UTILITY COMPANY REPRESENTATIVES. NO COMPENSATION WILL BE ALLOWED FOR DAMAGE FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
- CONTRACTOR SHALL COMPLY WITH ALL PROWAG A.S.A. REQUIREMENTS FOR ACCESSIBLE SIDEWALK RAMPS INCLUDING RAISED TRUNCATED DOME DETECTABLE WARNING.
- CONTRACTOR SHALL NOT DISTURB DESIRABLE GRASS AREAS AND TREES OUTSIDE THE CONSTRUCTION LIMITS. THE CONTRACTOR WILL NOT BE PERMITTED TO PARK OR SERVICE VEHICLES AND EQUIPMENT OR USE THESE AREAS FOR STORAGE OF MATERIALS, PARKING AND SERVICE AREAS WILL BE SUBJECT TO THE APPROVAL OF THE OWNER.
- ALL MATERIAL TESTING SHALL BE CONSIDERED INCIDENTAL TO OTHER CONSTRUCTION.
- VERIFY ELEVATIONS OF ALL UTILITIES PRIOR TO GRADING.

TRAFFIC CONTROL NOTES

- ALL TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- PERMANENT SIGNING THAT CONVEYS A MESSAGE CONTRARY TO THE MESSAGE OF TEMPORARY SIGNING AND NOT APPLICABLE TO THE WORKING CONDITIONS SHALL BE COVERED BY THE CONTRACTOR WHEN DIRECTED BY THE CITY.
- THE CONTRACTOR SHALL COORDINATE HIS TRAFFIC CONTROL WITH OTHER CONSTRUCTION PROJECTS IN THE AREA.
- SIDEWALK CLOSED SIGNS REQUIRED FOR ALL SIDEWALK CLOSURES. SIGNAGE AND TEMPORARY PEDESTRIAN ACCESS ROUTE THROUGH CONSTRUCTION AREA SHALL MEET THE REQUIREMENTS OF PUBLIC RIGHT-OF-WAY ACCESSIBILITY GUIDELINES (PROWAG), SECTION R205 AND IOWA DOT DESIGN MANUAL, CHAPTER 12A-4.
- THE CONTRACTOR IS CAUTIONED NOT TO OBSTRUCT NOR REMOVE ANY EXISTING PAVEMENT, NOR TO DISTURB THE EXISTING TRAFFIC PATTERNS MORE THAN IS NECESSARY FOR THE PROPER EXECUTION OF THE WORK.
- THE CONTRACTOR IS RESPONSIBLE TO PROTECT CITY SIGNS AND POSTS, INCLUDING REPAIR OR REPLACEMENT OF DAMAGED SIGNS OR POSTS.

DATE	REVISIONS
01/02/2023	FIFTH SUBMITTAL
03/07/2023	FOURTH SUBMITTAL
03/08/2023	THIRD SUBMITTAL
03/09/2023	SECOND SUBMITTAL
03/09/2023	FIRST SUBMITTAL

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

ENGINEER: JUN

CIVIL DESIGN ADVANTAGE

COPELAND COMMERCIAL
INTERSECTION IMPROVEMENTS
QUANTITIES AND REFERENCE NOTES

C0.3

2205.322

DEMOLITION NOTES

1. PRIOR TO ANY WORK AT THE SITE, CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE OWNER, ENGINEER, AND UTILITY COMPANY REPRESENTATIVES. NO WORK SHALL BE PERFORMED WITHOUT THE NECESSARY PERMITS AND APPROVALS. FAILURE TO OBTAIN THE NECESSARY PERMITS AND APPROVALS SHALL BE AT THE CONTRACTOR'S RISK.
2. PRIOR TO DEMOLITION, CONTRACTOR SHALL NOTIFY IN WRITING THE FOLLOWING:
 - A. CITY OF ANKENY
 - B. APPROPRIATE UTILITY COMPANIES
 - C. CIVIL DESIGN ADVANTAGE
3. DO NOT DISTURB EXISTING UTILITIES UNLESS OTHERWISE NOTED. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RELOCATION OF ALL UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RELOCATION OF ALL UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RELOCATION OF ALL UTILITIES.
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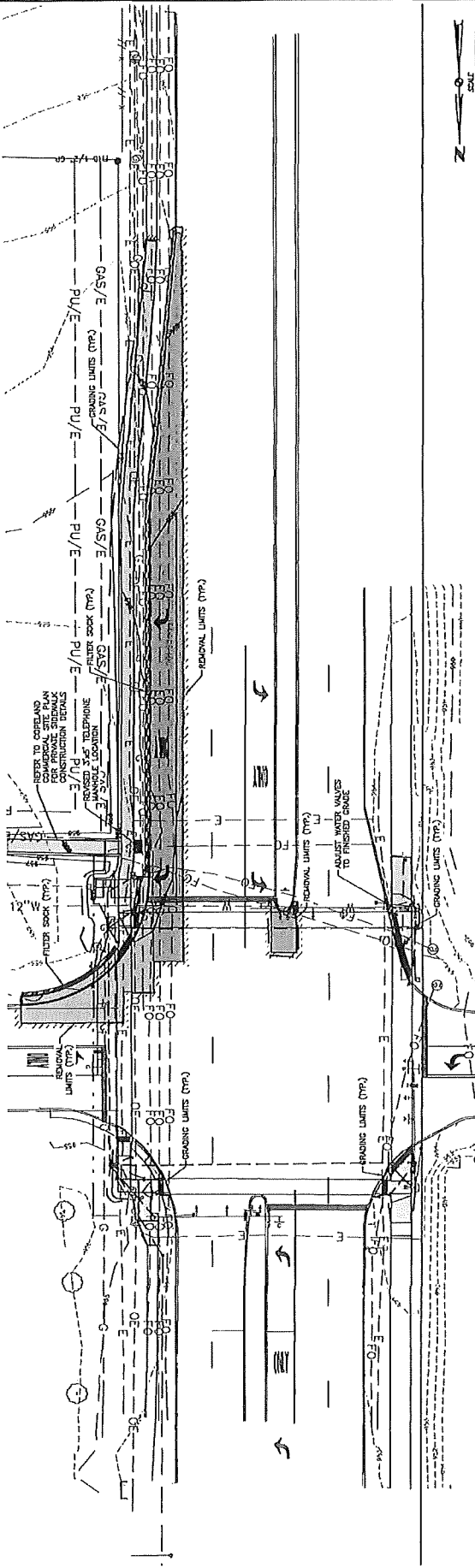
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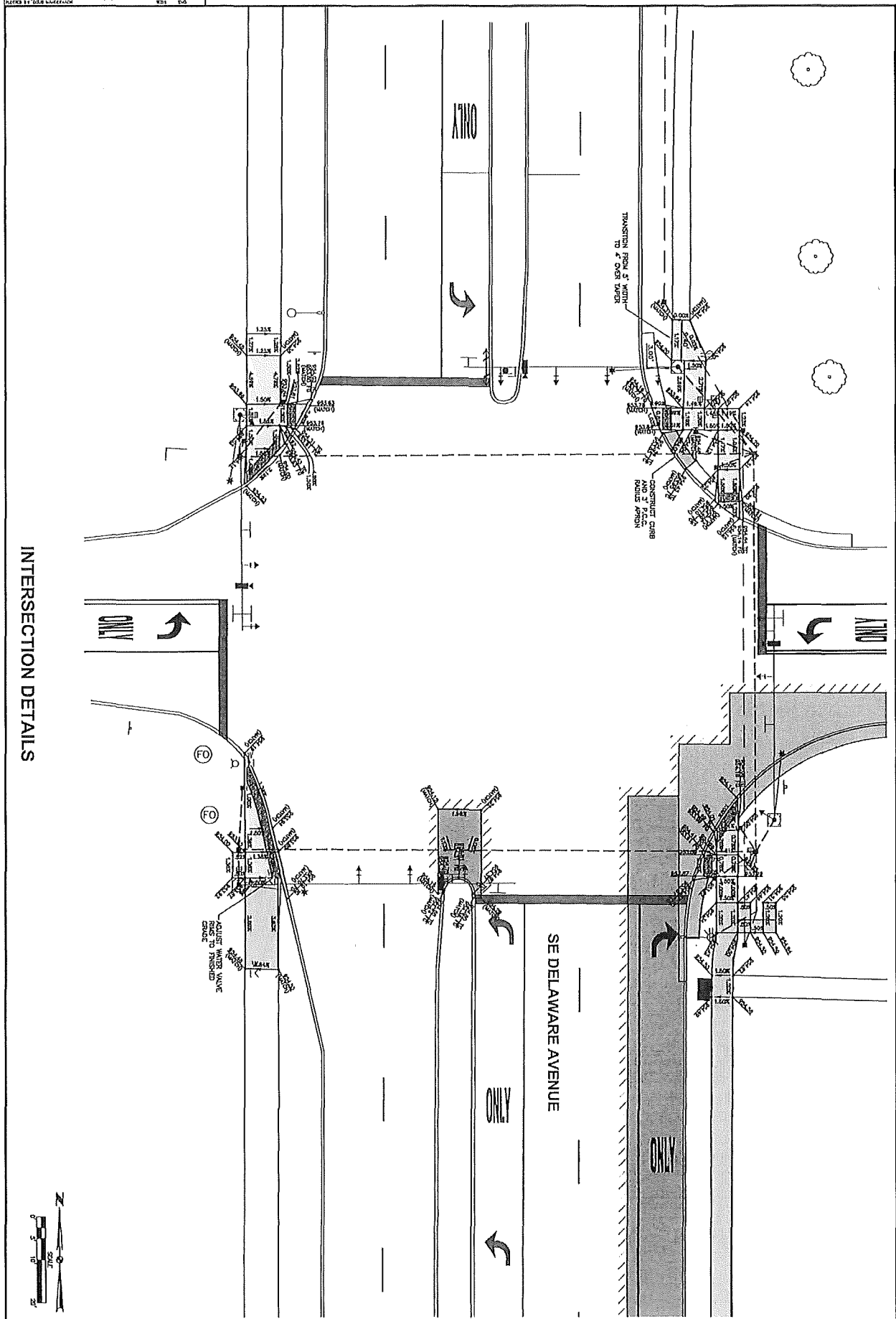
DEMOLITION PLAN



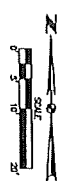
GRADING PLAN



NO. 100
DATE: 11/15/2022
BY: JIN
PROJECT: COPELAND COMMERCIAL INTERSECTION IMPROVEMENTS
SHEET: 20 OF 22

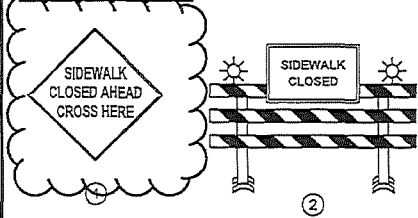


INTERSECTION DETAILS



C0.6 2005.322	COPELAND COMMERCIAL INTERSECTION IMPROVEMENTS INTERSECTION DETAILS		4121 NW URBANDALE DRIVE URBANDALE, IA 50322 PHONE: (515) 369-4400	REVISIONS	DATE
				FIFTH SUBMITTAL	24/10/2022
				FOURTH SUBMITTAL	23/77/2022
				THIRD SUBMITTAL	13/45/2022
				SECOND SUBMITTAL	22/11/2022
	FIRST SUBMITTAL	01/14/2022			
ANKENY, IOWA			CIVIL DESIGN ADVANTAGE	ENGINEER: JJN	PM: DAM

SIGN LEGEND

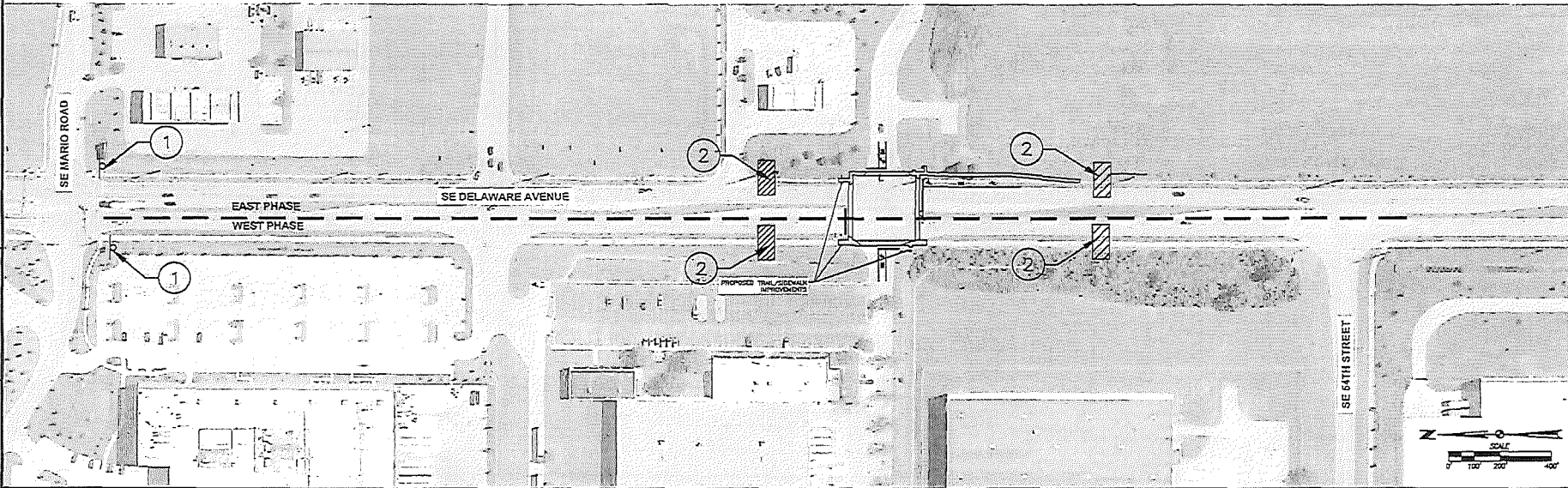
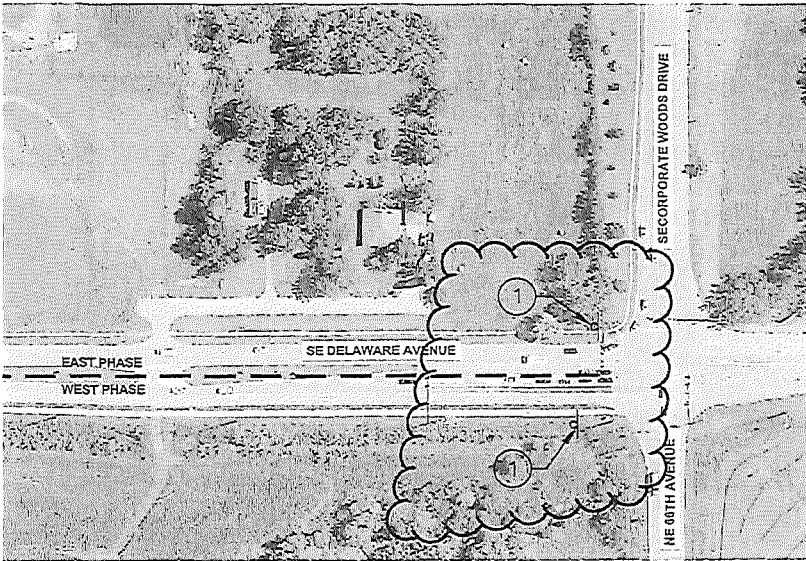


SIDEWALK CLOSURE NOTES

INTERSECTION RAMP CONSTRUCTION IS TO BE CARRIED OUT IN SUCH A WAY THAT ONE THROUGH PEDESTRIAN ROUTE IS AVAILABLE ALONG SE DELAWARE AVENUE AT ANY GIVEN TIME.

EAST PHASE RAMP CONSTRUCTION SHALL TAKE PLACE DURING TURN-LANE CONSTRUCTION AND SHALL BE COMPLETED BEFORE DEMOLITION OF THE EXISTING PEDESTRIAN RAMPS FOR THE 8-FOOT TRAIL ON THE WEST SIDE OF THE ROADWAY IS CARRIED OUT.

DUE TO PHASING, NO PEDESTRIAN DETOUR IS REQUIRED FOR THE INTERSECTION IMPROVEMENTS. EAST SIDE SIDEWALK AND RAMPS SHALL BE OPERATIONAL PRIOR TO WEST SIDE CLOSURE. SIDEWALK CLOSURE SIGNAGE IS TO BE RELOCATED TO THE WEST SIDE OF THE ROADWAY BEFORE DEMOLITION MAY COMMENCE FOR THE WEST PHASE.



DATE	DESIGNER	CLIENT
01/10/2021	PEPPER SWIFT	URBANDALE, IA 50322
02/10/2021	FOURTH SUBMITTAL	PHONE: (515) 309-4400
03/10/2021	FIFTH SUBMITTAL	ENGINEER: JIN
04/10/2021	SIXTH SUBMITTAL	PK: DAM
05/10/2021	FIRST SUBMITTAL	

COPELAND COMMERCIAL
INTERSECTION IMPROVEMENTS
SIDEWALK CLOSURE PLAN

C0.8
2205.322

PLOTED: Monday, April 10, 2023 2:13:31 PM

ESTIMATED QUANTITIES		
ITEM DESCRIPTION	QUANTITY	UNIT
1 COMBINATION MAST ARM SIGNAL, 32" AND LIGHTING POLE, 35 FT MOUNTING HEIGHT	1	EA
2 COMBINATION MAST ARM SIGNAL, 32" AND LIGHTING POLE, 35 FT MOUNTING HEIGHT	1	EA
3 COMBINATION MAST ARM SIGNAL, 32" AND LIGHTING POLE, 35 FT MOUNTING HEIGHT	1	EA
4 COMBINATION MAST ARM SIGNAL, 32" AND LIGHTING POLE, 35 FT MOUNTING HEIGHT	1	EA
5 PEDESTAL POLE FOR PEDESTRIAN SIGNALS, 10"	2	EA
6 PEDESTRIAN PUSH BUTTON (PB)	8	EA
7 PEDESTRIAN BUTTON POLE	7	EA
8 SIGNAL FACE, 12" LED WITH BACKPLATE (R, Y, G)	9	EA
9 SIGNAL FACE, 12" LED WITH BACKPLATE (R, Y, G, W, R, Y, G, W)	4	EA
10 SIGNAL FACE, PEDESTRIAN COUNTDOWN	6	LF
11 LUMINAIRE, LED, TYPE II	3	EA
12 3" CONDUIT	550	LF
13 3" CONDUIT	1220	LF
14 3" CONDUIT	90	LF
15 24" R4C CABLE	420	LF
16 24" R4C PED BUTTON	1110	LF
17 5c R4C TRAFFIC SIGNAL CABLE	3740	LF
18 7c R4C TRAFFIC SIGNAL CABLE	850	LF
19 1c #10 TRACER WIRE	2020	LF
20 24" R4C LIGHT	770	LF
21 1c #10 BARE GROUNDING WIRE	650	LF
22 1c #4 POWER	40	LF
23 VIDEO CABLE	850	LF
24 TMC - CAMERA CABLE	250	LF
25 PULL ROPE	2160	EA
26 PULLBOX, TYPE II	4	EA
27 PULLBOX, TYPE II	3	EA
28 PULLBOX, TYPE VI	2	EA
29 SIGNAL CONTROLLER, CABINET & 12" RISER, AND ACCESSORIES	1	EA
30 EMERGENCY VEHICLE PREEMPTION SYSTEM	1	LS
31 VIDEO DETECTION SYSTEM, 4 CAMERAS	1	LS
32 UNINTERRUPTIBLE POWER SUPPLY	1	EA
33 TRAFFIC SIGN: R10-3L, 30" x 30"	4	EA
34 TRAFFIC SIGN: R10-3L, 30" x 30"	4	EA
35 TRAFFIC SIGN: STREET NAME, BRACKET & INSTALL (CITY FURNISHES SIGN ONLY)	2	EA
36 TRAFFIC SIGN: R10-3aL, 9" x 15"	4	EA
37 TRAFFIC SIGN: R10-3aR, 9" x 15"	4	EA
38 WIND DAMPENING DEVICE PER POLE FABRICATOR	4	EA
39 CONTROLLER FOOTING	1	EA
40 CONCRETE FOOTING: 36" DIA, X 3' DEPTH	6	EA
41 CONCRETE FOOTING: 30" DIA, X 18" DEPTH	3	EA
42 CONCRETE FOOTING: 42" DIA, X 18" DEPTH	1	EA
43 PAN TILT ZOOM (PTZ) CAMERA AND ACCESSORIES	1	LS

TRAFFIC SIGNAL EQUIPMENT		
EQUIPMENT	MANUFACTURER	MODEL NO.
EMERGENCY VEHICLE PREEMPTION		
DETECTOR	OPTICOM	GTT 721
PHASE SELECTOR	OPTICOM	GTT 724
CARD RACK ASSEMBLY	OPTICOM	GTT 720
CABLE	OPTICOM	GTT 138
FIBER OPTIC		BY CITY
PEDESTAL POLES	PELCO	PB SERIES, SCHEDULE 80
ACCESSIBLE PEDESTRIAN SIGNALS		
PUSHBUTTON STATION	POLARA	IN0376-8
CONTROL UNIT	POLARA	ICCU-5
TRAFFIC MONITORING CAMERA	PELCO	SPECTRA ENHANCED
UNINTERRUPTIBLE POWER SUPPLY	SIGNAL SENSE 3BY	SSDC-1500
CONTROLLER	OFRIDE	YCT-30N-ITS, ATCC 16-LINE GLED
VIDEO DETECTION	AUTOSCOPE	VISION
LUMINAIRES	AUTODAHN	AT60 208LEDE160VOLT R2

TRAFFIC SIGNAL LEGEND

	SIGNAL HEAD WITH BACKPLATE		VIDEO DETECTION ZONE
	EXISTING SIGNAL HEAD WITH BACKPLATE		SIGNAL BASE NUMBER
	SIGNAL HEAD WITHOUT BACKPLATE		SIGNAL HEAD NUMBER
	EXISTING SIGNAL HEAD WITHOUT BACKPLATE		PEDESTRIAN BUTTON NUMBER
	SIGN - MAST ARM MOUNTED		
	PEDESTRIAN SIGNAL HEAD		
	HANDHOLE		VIDEO DETECTOR
	EXISTING HANDHOLE		PTZ VIDEO CAMERA
	SIGNAL BASE		EMERGENCY VEHICLE PREEMPTION
	CONTROLLER		LUMINAIRE
	WIND DAMPENING DEVICE		EXISTING CONDUIT
	UTILITY POLE		PROPOSED CONDUIT

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE:

NAME: ISLAND J. BELDING

DATE: 04-10-2023

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023

PAGES COVERED BY THIS SEAL: 63



DATE	REVISIONS	SCALE	AS NOTED
03-21-2023	1. QUANTITIES UPDATED, ADDED EQUIPMENT TABLE.	DRAWN	LJB
03-23-2023	2. MOVED POLES 01 & 02, UPDATED QUANTITIES.	CHECKED	LJB
04-10-2023	3. UPDATED QUANTITIES.	APPROVED	LJB
		DATE	04-10-2023
		DESIGNED FOR	CONSTRUCTION

COPELAND DEVELOPMENT TRAFFIC SIGNAL
COPELAND DEVELOPMENT

2000 University Parkway, Suite 1 • Cornville, Iowa 52241
319-466-1000 • 319-466-1008(FAX) • 855-241-5001(WATS)

QUANTITIES

DWG. NO.

3

N.01

PROJECT 53023

XREFS: FILE PATH: Z:\2023\2023 COPELAND DEVELOPMENT TRAFFIC SIGNALS\FROM DRAWINGS\01 - SIGNAL NOTES

FILED: 04/04/2019 10:23:33 AM

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GENERAL

- CONTRACTOR IS RESPONSIBLE FOR CONTACTING ONE-CALL PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL NOTIFY THE CITY 48-72 HOURS PRIOR TO BEGINNING CONSTRUCTION WITHIN THE PUBLIC RIGHT-OF-WAY.
- ALL WORK, INCLUDING EQUIPMENT, MATERIALS AND INSTALLATION SHALL BE IN ACCORDANCE WITH IOWA SDAS STANDARD SPECIFICATIONS UNLESS OTHERWISE NOTED. TRAFFIC SIGNALS SHALL ALSO CONFORM TO THE APPROPRIATE SECTIONS IN THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS.
- ALL QUANTITIES SHOWN IN THE PLANS AND SPECIFICATION ARE FOR INFORMATIONAL AND ESTIMATING PURPOSES ONLY. THE CONTRACTOR'S LUMP SUM BID FOR TRAFFIC SIGNALIZATION SHALL INCLUDE ALL LABOR, TOOLS, EQUIPMENT, AND MATERIALS NECESSARY TO PROVIDE A COMPLETE AND FUNCTIONAL TRAFFIC SIGNAL INSTALLATION IN CONFORMANCE WITH THE PLANS AND SPECIFICATIONS.
- ALL HOLES RESULTING FROM OPERATIONS OF THE CONTRACTOR, INCLUDING REMOVAL OF GUARDRAIL POSTS, FENCE POSTS, UTILITY POLES, OR FOUNDATION STUDIES, SHALL BE FILLED AND CONSOLIDATED TO FINISHED GRADE AS DIRECTED BY THE ENGINEER TO PREVENT FUTURE SETTLEMENT. THE Voids SHALL BE FILLED AS SOON AS PRACTICAL - PREFERABLY THE DAY CREATED AND NOT LATER THAN THE FOLLOWING DAY. ANY PORTION OF THE RIGHT-OF-WAY OR PROJECT LIMITS (INCLUDING BORROW AREAS AND OPERATION SITES) DISTURBED BY ANY SUCH OPERATIONS SHALL BE RESTORED TO AN ACCEPTABLE CONDITION. THIS OPERATION SHALL BE CONSIDERED INCIDENTAL TO OTHER BID ITEMS IN THE PROJECT.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE WASTE AREAS OR DISPOSAL SITES FOR EXCESS MATERIAL (EXCAVATED MATERIAL OR BROKEN CONCRETE) WHICH IS NOT DESIRABLE TO BE INCORPORATED INTO THE WORK INVOLVED ON THIS PROJECT. NO PAYMENT FOR OVERHAUL WILL BE ALLOWED FOR MATERIAL HAULED TO THESE SITES. NO MATERIAL SHALL BE PLACED WITHIN THE RIGHT-OF-WAY, UNLESS SPECIFICALLY STATED IN THE PLANS OR APPROVED BY THE ENGINEER.
- THE TOP SIX (6) INCHES OF THE DISTURBED AREAS SHALL BE FREE OF ROCK AND DEBRIS AND SHALL BE SUITABLE FOR THE ESTABLISHMENT OF VEGETATION, SUBJECT TO THE APPROVAL OF THE ENGINEER.
- THE LOCATIONS OF UTILITY MAINS, STRUCTURES AND SERVICE CONNECTIONS PLOTTED ON THIS DRAWING ARE APPROXIMATE ONLY AND WERE OBTAINED FROM AVAILABLE RECORDS. THERE MAY BE OTHER EXISTING UTILITY MAINS, STRUCTURES AND SERVICE CONNECTIONS NOT SHOWN ON THIS DRAWING. THE VERIFICATION OF THE EXISTENCE OF AND THE DETERMINATION OF THE EXACT LOCATION OF UTILITY MAINS, STRUCTURES AND SERVICE CONNECTIONS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE MEANS OF THE WORK AND THE SAFETY OF THE CONTRACTOR'S EMPLOYEES ARE SOLELY THE RESPONSIBILITY OF THE CONTRACTOR.
- SITE CLEANUP SHALL BE PERFORMED ON A DAILY BASIS. SIDEWALKS, PARKING LOTS, ROADWAYS, ETC. SHALL BE KEPT CLEAN AT ALL TIMES.
- CONSTRUCTION ACTIVITIES ARE TO BE LIMITED TO THE EXISTING RIGHT-OF-WAY. IF ADDITIONAL AREAS ARE NEEDED FOR STAGING, STORAGE, ETC., IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN WRITTEN PERMISSION FROM THE PROPERTY OWNER(S). COPIES OF THE AGREEMENTS SHALL BE SUBMITTED TO THE OWNERS REPRESENTATIVE PRIOR TO THE USE OF PROPERTY.
- CONTRACTOR SHALL HAVE IOWA TRAFFIC SIGNAL LEVEL II TECHNICIAN ON SITE AT ALL TIMES.

SUBMITTALS

- CONTRACTOR SHALL SUBMIT A SCHEDULE OF UNIT PRICES.
- CONTRACTOR SHALL SUBMIT A MATERIAL AND EQUIPMENT LIST.
- CONTRACTOR SHALL SUBMIT COPIES OF IOWA CERTIFICATIONS FOR TECHNICIANS WORKING ON PROJECT.
- CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR TRAFFIC SIGNAL POLES AND STRUCTURES TO BE FURNISHED ON THE PROJECT. SUBMIT CATALOG CUTS AND MANUFACTURER'S SPECIFICATIONS FOR ALL ITEMS IN THE EQUIPMENT LIST.
- FILE DOCUMENTATION PACKAGES SHALL BE PROVIDED WITH EACH SIGNAL SYSTEM, WHICH SHALL CONSIST OF THE FOLLOWING:
 - COMPLETE CABINET WIRING DIAGRAM.
 - COMPLETE PHYSICAL DESCRIPTION OF EQUIPMENT.
 - CONTROLLER PRINTOUT OR EQUAL DOCUMENTATION OF INITIAL CONTROLLER SETTINGS INSTALLED IN THE FIELD OR IN THE OFFICE.
 - PRODUCT MANUALS FOR ALL CABINET EQUIPMENT.
 - STANDARD INDUSTRY WARRANTIES ON EQUIPMENT SUPPLIED.
 - DOCUMENTATION OF FIELD CABLE LABELING SCHEME.
 - DIAGRAM OF PHASING AND DETECTOR LOCATIONS.
 - ONE SET OF AS-BUILT PLANS INDICATING CHANGES FROM THE ORIGINAL CONTRACT DOCUMENTS.
 - SUPPLY TWO COMPLETE SETS OF DOCUMENTATION. ONE SET IN THE CONTROLLER CABINET AND THE OTHER DELIVERED TO THE ENGINEER.

ELECTRICAL SERVICE

- CONTRACTOR SHALL COORDINATE DIRECTLY WITH THE MIDAMERICAN ENERGY FOR INSTALLATION OF THE ELECTRICAL SERVICE. POWER WILL COME FROM AN EXISTING SECONDARY TRANSFORMER SOUTH OF THE CONTROLLER.
- ADDRESS FOR METER: Coordinate with City for meter address.
- CONTRACTOR SHALL FURNISH AND INSTALL SERVICE PANEL, METER SOCKET, CONDUIT, AND WIRES TO EXISTING POWER POLE. CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE UTILITY COMPANY FOR EXACT SERVICE REQUIREMENTS.
- SERVICE SHALL BE 120V, SINGLE PHASE. SIGNALS AND LIGHTING SHALL BE METERED. LIGHTING SHALL BE ON SEPARATE 20 AMP BREAKER.

TESTING

- PROVIDE STRUCTURAL CONCRETE TESTING (2 CYLINDERS, 7-DAY AND 28-DAY, FOR EACH BATCH) IN ACCORDANCE WITH ASTM C39 AS POURED FOR POLE FOOTINGS.
- CONTRACTOR TO COORDINATE WITH OWNER'S MATERIAL TESTING COMPANY FOR AIR & SLUMP TESTS ON STRUCTURAL CONCRETE.
- CONTRACTOR SHALL TEST DETECTION AND DOCUMENT THE RESULTS.
- THE CONTRACTOR SHALL NOTIFY THE ENGINEER TWO WEEKS IN ADVANCE OF THE TIME AND DATE THE SIGNAL WILL BE READY FOR TESTING AND ACTIVATION. DO NOT TURN ON UNTIL AUTHORIZED BY ENGINEER.
- ENSURE A REPRESENTATIVE FROM THE MANUFACTURER AND/OR SUPPLIER OF SIGNAL CONTROLLER OR OTHER AUTHORIZED PERSON IS AT THE PROJECT SITE WHEN THE SIGNAL CONTROLLERS ARE READY TO BE TURNED ON TO PROVIDE TECHNICAL ASSISTANCE INCLUDING, AS A MINIMUM, PROGRAMMING OF ALL NECESSARY INPUT DATA.
- A TEST PERIOD OF 30 CALENDAR DAYS WILL START UPON CONFIRMATION FROM THE ENGINEER THAT THE SIGNAL OR SIGNAL SYSTEM IS OPERATING CONSISTENT WITH THE PROJECT REQUIREMENTS. ANY FAILURE OR MALFUNCTION OF THE EQUIPMENT FURNISHED BY THE CONTRACTOR, OCCURRING DURING THE TEST PERIOD WILL BE CORRECTED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE CONTRACTING AUTHORITY. UPON CONFIRMATION BY THE ENGINEER THAT ANY FAILURE OR MALFUNCTION HAS BEEN CORRECTED, A NEW TEST PERIOD OF 30 CALENDAR DAYS WILL START. EXCLUSIVE OF MINOR MALFUNCTIONS SUCH AS LAMP BURNOUTS, REPEAT THIS PROCEDURE UNTIL THE SIGNAL EQUIPMENT HAS OPERATED SATISFACTORILY FOR 30 CONSECUTIVE CALENDAR DAYS.
- AFTER SIGNAL TURN ON AND PRIOR TO COMPLETION OF THE 30 CALENDAR DAY TEST PERIOD, RESPOND, WITHIN 24 HOURS, TO PERFORM MAINTENANCE OR REPAIR OF ANY FAILURE OR MALFUNCTION REPORTED.

WIRING, CONDUIT AND GROUNDING

- ALL SIGNAL CABLE SHALL BE CONTINUOUS FROM CONNECTIONS MADE IN THE HANDHOLE COMPARTMENTS OF SIGNAL POLE BASES TO THE TERMINAL COMPARTMENT OF THE CONTROLLER CABINET AND THE SIGNAL HEADS.
- ALL POLES AND CONTROLLER CABINET SHALL BE INDEPENDENTLY GROUNDING AS SHOWN IN THE DETAILS AND AS DESCRIBED IN THE IOWA DOT STANDARD SPECIFICATION FOR TRAFFIC SIGNALIZATION.
- ALL CONDUIT UNDER PAVED AREAS SHALL BE PUSHED. SCHEDULE 80 PVC CONDUIT, 3-IN DIAMETER UNLESS OTHERWISE NOTED. CONDUIT UNDER NON-PAVED AREAS MAY BE SCHEDULE 40 PVC.
- ALL VIDEO DETECTION WIRING SHALL BE CONTINUOUS FROM THE CAMERA TO THE CONTROLLER.
- CONTRACTOR WILL INSTALL CONDUIT, HANDHOLES, TRACER WIRE, AND PULL ROPE FROM FLEET FARM TO THE CABINET FOR A FUTURE FIBER OPTIC CABLE. THE CITY WILL INSTALL THE FIBER OPTIC CABLE WITH A SEPARATE PROJECT.
- DETECTION, PTZ VIDEO CAMERA, AND EVP CABLES SHALL BE AS PER SUPPLIER SPECIFICATIONS. NO SPLICES ALLOWED.
- LUMINAIRES SHALL BE LED, 18,000 LUMENS (H-5K), 100 LUMENS/WATT MINIMUM EFFICACY, 4000 K COLOR TEMPERATURE, TYPE II DISTRIBUTION, MEDIUM, B3-UG-G3, L70, 70,000 HOURS WITH AT LEAST 5-YEAR WARRANTY, LIGHT GRAY FINISH, PHOTOCELL CONTROLLED. FURNISH AND INSTALL FUSED CONNECTORS AT THE POLE BASE.

TRAFFIC SIGNALS

- SIGNAL HEAD ALIGNMENT SHALL BE CENTERED WITHIN THE PROJECTION OF THE TRAVEL LANE AND DIRECTED TOWARD THE LANE OF TRAVEL.
- ALL MAST-ARM MOUNTED VEHICLE SIGNAL HEADS SHALL COME FURNISHED WITH BACK-PLATES AND BE CENTERED OVER THEIR RESPECTIVE LANES.
- THE STATIONS/OFFSETS LISTED ON THE SIGNAL PLANS ARE TO THE CENTER OF THE ITEM UNLESS OTHERWISE NOTED. THE CONTRACTOR SHALL FIELD VERIFY ALL EQUIPMENT LOCATIONS WITH THE CITY AND THE PROJECT ENGINEER.
- TRAFFIC SIGNAL POLES AND MAST ARMS SHALL BE GALVANIZED.
- ALL TRAFFIC AND PEDESTRIAN COUNTDOWN INDICATIONS SHALL BE LED.
- ALL SIGNAL INDICATIONS SHALL BE LED (48V) IN ACCORDANCE WITH MOST RECENT ITE SPECIFICATIONS.
- INSTALL WIND DAMPENING DEVICE PER MANUFACTURER RECOMMENDATIONS ON ALL MAST ARMS.
- INSTALL RODENT GUARD (NOT GROUT) BETWEEN POLE BASES AND FOUNDATIONS.

TRAFFIC CABINET & CONTROLLER

- ATC TRAFFIC SIGNAL CABINET (SAFEPLAN OR MCCAIN). CABINET WILL CONFORM TO THE REQUIREMENTS OF THE ASH/ITE/ENEMA ADVANCED TRANSPORTATION CONTROLLER (ATC) CABINET STANDARD, ATC 2301 V02.02.
 - THE CABINET WILL PROVIDE AT LEAST 72 INPUT CHANNELS AND 32 OUTPUT CHANNELS.
 - THE CABINET WILL PROVIDE 48-VOLT DC OUTPUT TO SIGNAL HEADS.
 - THE CABINET WILL INCLUDE AUXILIARY DIAGNOSTIC DISPLAY UNIT, MANUAL INPUT PANEL AND POLICE PANEL.
 - THE CABINET FOOTPRINT WILL BE NOMINAL 26 INCHES BY 44 INCHES. RACK WIDTH WILL BE 19 INCHES.
 - THE CABINET WILL BE ALUMINUM WITH NATURAL FINISH, WITH FRONT AND REAR DOUBLE DOORS.
 - CABINET SHALL INCLUDE 12" ALUMINUM RISER WITH BATTERY CAPACITY AND UNINTERRUPTIBLE POWER SUPPLY (UPS) SYSTEM FOR SIGNAL OPERATION.
 - NO AUXILIARY (PIGGY-BACK) PANEL WILL BE ALLOWED.
 - CONTROLLER SHALL BE C-RFEE MAXTIME ATC R4. PROVIDE CONTROLLER TO CITY TRAFFIC ENGINEERING DIVISION FOR PROGRAMMING AT LEAST THREE WEEKS BEFORE PROPOSED TESTING.
 - CONTRACTOR SHALL MOUNT CORNING SPH-01P ENCLOSURE ON DIN RAIL IN SIGNAL CABINET.
 - COORDINATE WITH CITY FOR TRAFFIC SIGNAL TIMING PLAN.
- TRAFFIC CONTROL
- THROUGH TRAFFIC SHALL BE MAINTAINED WHILE WORK IS IN PROGRESS ON THIS PROJECT AND TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH IOWA SDAS DETAILS.

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
8030.117	SIDEWALK DETOUR
8030.118	CLOSURE OF MARKED OR UNMARKED GROSSWALK
 - ALL TRAFFIC CONTROL DEVICES UTILIZED SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
 - THE CONTRACTOR SHALL PROVIDE PROPERLY EQUIPPED FLAG PERSONS AND ALL ASSOCIATED TRAFFIC CONTROL DEVICES WHENEVER IT IS NECESSARY TO DISRUPT THE FLOW OF TRAFFIC.
 - THE ENGINEER MAY RESTRICT CERTAIN WORK TO SPECIFIC PERIODS OF TIME IF NECESSARY TO MAINTAIN ACCEPTABLE TRAFFIC FLOW.
 - ALL TRAFFIC CONTROL DEVICES SHALL BE FURNISHED, ERECTED, MAINTAINED, AND REMOVED BY THE CONTRACTOR.
 - ALL MAINTENANCE FOR TRAFFIC CONTROL DEVICES SHALL OCCUR DURING NON-WORKING HOURS IN ORDER TO BE ASSURED OF PROPER OPERATION. COSTS OF MAINTENANCE WILL BE INCLUDED IN THE TRAFFIC CONTROL BID ITEM.
 - SAFETY FENCE, WHEN USED FOR TRAFFIC CONTROL OR PROTECTION OF THE WORK SITE, MUST BE FIRMLY SUPPORTED IN A VERTICAL POSITION. TENSION SUPPORT WIRES AND FIRM END ANCHORAGES WILL BE REQUIRED FOR SUPPORT. COSTS OF THESE ITEMS WILL BE INCLUDED IN THE TRAFFIC CONTROL BID ITEM.
 - WHERE POSSIBLE, ALL POST MOUNTED SIGNS SHALL BE PLACED A MINIMUM OF 2 FEET CLEAR OF THE SHOULDER.
 - THE LOCATION FOR STORAGE OF EQUIPMENT BY THE CONTRACTOR DURING NON-WORKING HOURS SHALL BE AS APPROVED BY THE ENGINEER IN CHARGE OF CONSTRUCTION. PARKING OF PRIVATE VEHICLES ON HIGHWAY RIGHT-OF-WAY WILL NOT BE ALLOWED. PARKING OF UNATTENDED EQUIPMENT WITHIN THE MEDIAN OR STORAGE OF EQUIPMENT WITHIN 50 FEET OF THE EDGE OF PAVEMENT WILL NOT BE ALLOWED.
 - THE ENGINEER MAY REQUIRE MODIFICATIONS TO THE PAVEMENT MARKING DETAILS SHOWN. CONFLICTING PERMANENT EDGE LINES, CENTER LINES OR LANE LINES SHALL BE REMOVED, AS APPLICABLE, PERMANENT EDGE LINES, CENTER LINES AND LANE LINES SHALL BE PLACED BEFORE THE ROADWAY IS RETURNED TO NORMAL TRAFFIC. THE CURRENT STANDARD SPECIFICATIONS AND SUPPLEMENTAL SPECIFICATIONS SHALL APPLY.
 - PROPOSED SIGN SPACING MAY BE MODIFIED AS APPROVED BY THE ENGINEER TO MEET EXISTING FIELD CONDITIONS OR TO PREVENT OBSTRUCTION OF THE MOTORIST'S VIEW OF PERMANENT SIGNING.
 - PERMANENT SIGNING THAT CONVEYS A MESSAGE CONTRARY TO THE MESSAGE OF THE TEMPORARY SIGNING AND NOT APPLICABLE TO THE WORKING CONDITIONS SHALL BE COVERED BY THE CONTRACTOR WHEN DIRECTED BY THE ENGINEER.
 - PROPOSED CHANGES IN THE TRAFFIC CONTROL PLAN SHALL BE REVIEWED WITH THE ENGINEER BEFORE CHANGES ARE MADE.
 - NO LANE CLOSURES WILL BE PERMITTED BETWEEN THE HOURS OF 7AM-9AM AND 4PM-6PM.
 - PROVIDE TWO WEEK NOTICE TO THE CITY BEFORE TESTING AND ACTIVATING THE PERMANENT TRAFFIC SIGNALS. PROVIDE PORTABLE DYNAMIC MESSAGE SIGN ON SE DELAWARE AVE APPROACHES TO THE INTERSECTION ONE WEEK PRIOR TO ACTIVATION.
 - REMOVE EXISTING STOP SIGNS AND POSTS. DELIVER TO CITY AT 211 SE LORENZ DRIVE.

VIDEO DETECTION

- VIDEO DETECTION EQUIPMENT MUST SUPPORT USE OF ALL 64 DETECTION INPUTS.
- VIDEO DETECTION SYSTEM WILL BE AUTOSCOPE VISION.

DATE	REVISIONS	SCALE	AS NOTED
3.31.2023	1. REVISED NOTES FOR CITY COMMENTS.	DRAWN	LJB
		CHECKED	LJB
		APPROVED	LJB
		DATE	04/18/2023
		ISSUED FOR	CONSTRUCTION

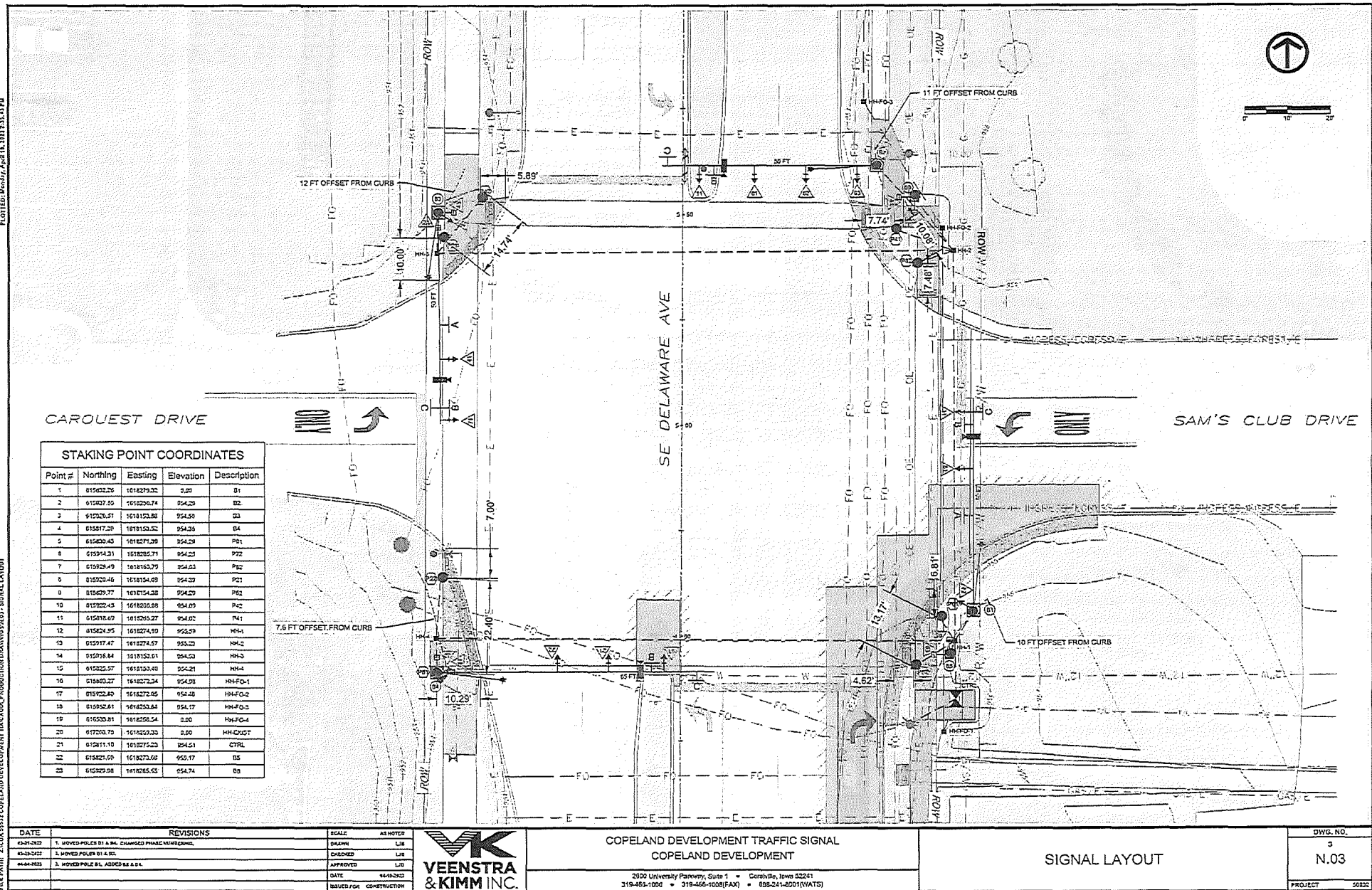


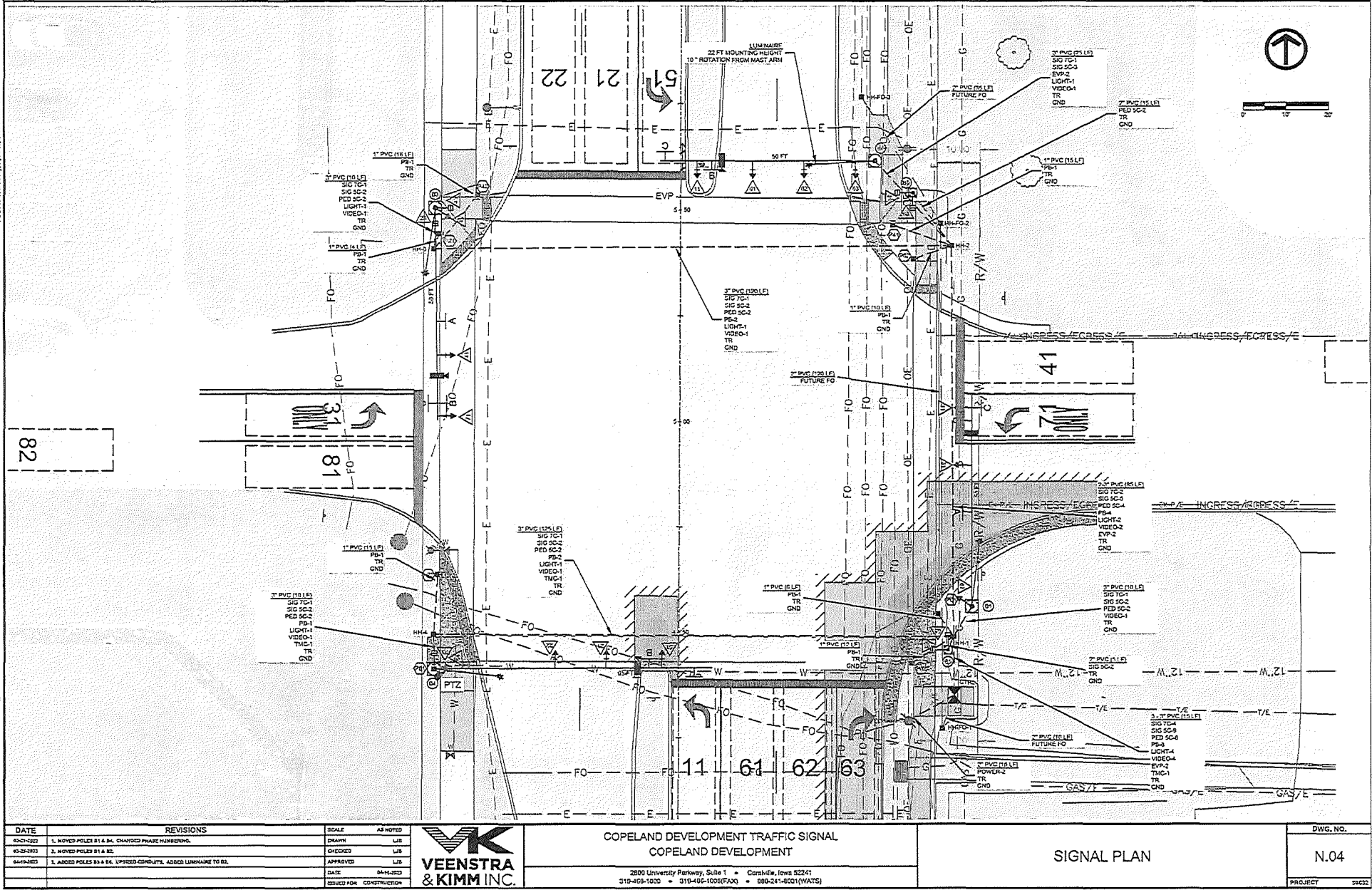
COPELAND DEVELOPMENT TRAFFIC SIGNAL
COPELAND DEVELOPMENT

2000 University Parkway, Suite 1 • Coralville, Iowa 52241
319-466-1020 • 319-466-1025 (FAX) • 888-241-8001 (TOLL FREE)

NOTES

DWG. NO.
1 N.02
PROJECT
5402





DATE	REVISIONS	SCALE	AS NOTED
05-25-2011	1. MOVED POLES 81 & 82. CHANGED PHASE NUMBERING.	ENH/PH	LJS
05-25-2011	2. MOVED POLES 81 & 82.	CH/ENH	LJS
06/04/2012	1. ADDED POLES 93 & 94. UPDDED CONDUITS. ADDED LUMINAIRE TO 93.	APPROVED	LJS
		DATE	04-16-2012
		ISSUED FOR	CONSTRUCTION

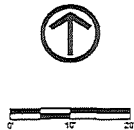


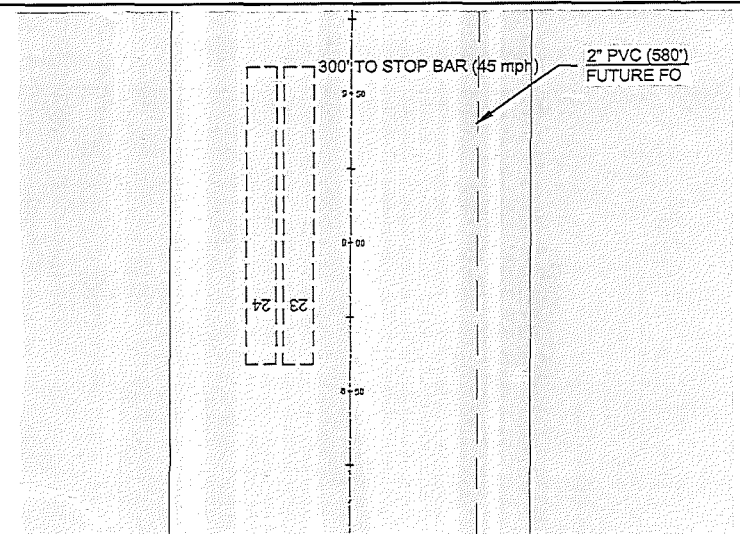
COPELAND DEVELOPMENT TRAFFIC SIGNAL
COPELAND DEVELOPMENT

2800 University Parkway, Suite 1 • Carrollville, Iowa 52341
319-496-1000 • 319-496-1006(FAX) • 888-241-8001(WATS)

SIGNAL PLAN

DWG. NO.
N.04
PROJECT
28422





300' TO STOP BAR (45 mph)

SEBEL AVE.

60' LANE

18' PU/E

18' PU/E

GAS/E

PU/E

0 50 100 150 200 250 300

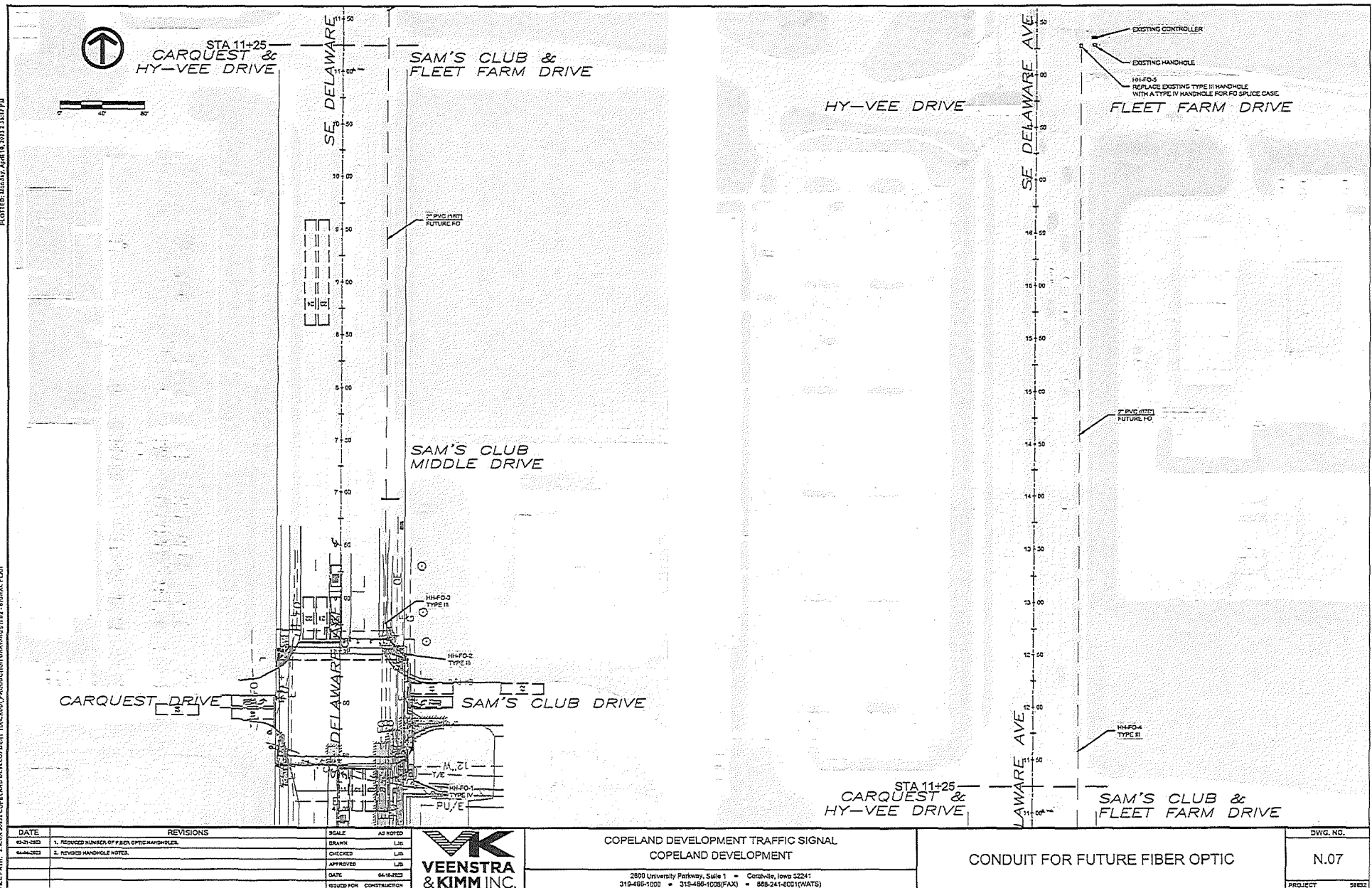
DATE	REVISIONS	SCALE	AS NOTED
03-21-2023	1. ASSESS NOTE.	DRAWN	LJB
04-04-2023	1. ADVANCED DETECTION ON E2 & W2 LEGS.	CHANGED	LJB
		APPROVED	LJB
		DATE	04-10-2023
		DESIGN FOR CONSTRUCTION	



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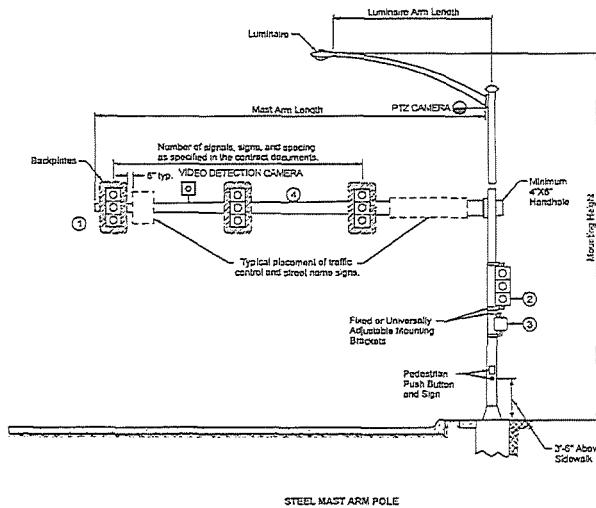
DWG. NO.

PROJECT	54632
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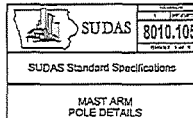
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FIGURE 8010.101 SHEET 1 OF 1

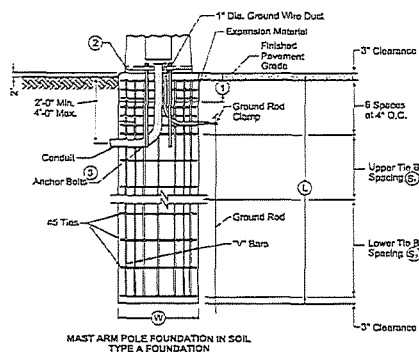


STEEL MAST ARM POLE

- 1 Ensure the top of the signal housing is no more than 25.6 feet above the pavement. Ensure the bottom of the signal housing and related attachments are at least 15 feet above the pavement.
- 2 Ensure the bottom of the signal housing (including brackets) that is not located over a roadway is a minimum of 8 feet and a maximum of 10 feet above the sidewalk or, if there is no sidewalk, above the pavement grade at the center of the roadway.
- 3 Mount pedestrian signal heads with the bottom of the signal housing (including brackets) no less than 7 feet or more than 10 feet above the sidewalk level. Position and adjust heads to provide maximum visibility at the beginning of the controlled crosswalk.
- 4 Install wind damping equipment per manufacturer's recommendation.



MAST ARM POLE DETAILS

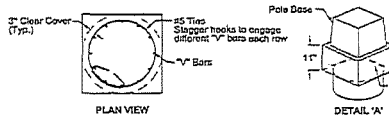


MAST ARM POLE FOUNDATION IN SOIL TYPE A FOUNDATION

The Type A Foundation is the normally required foundation construction. Where rock is encountered, the Engineer may approve the use of the Type B or C Foundation. Prior to installing a foundation in rock, obtain a subsurface investigation certified by a geotechnical engineer licensed in the State of Iowa.

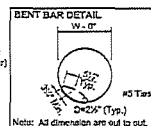
- 1 Shape top 11 inches with forms.
- 2 Install rodent guard interior to pole.
- 3 Furnish nut, nut and plate, or nut and anchor bolt assembly ring plate on embedded end.

Max. Mast Arm Length	Foundation		V-Bars		Tie Bars		Upper Spacing		Lower Spacing	
	(W)	(L)	Count	Size	Length	Count	# Spacing	(S ₁)	# Spacing	(S ₂)
35'-0"	3'-0"	12'-0"	12	#8	11'-0"	17	9	12"	N/A	N/A
45'-0"	3'-0"	14'-0"	12	#8	12'-0"	19	11	12"	N/A	N/A
55'-0"	3'-0"	16'-0"	12	#8	15'-0"	25	12	8"	5	12"
65'-0"	3'-0"	18'-0"	13	#8	17'-0"	28	15	8"	5	12"
75'-0"	3'-0"	20'-0"	14	#10	17'-0"	30	15	8"	5	12"
85'-0"	3'-0"	21'-0"	14	#10	20'-0"	40	22	8"	10	8"
95'-0"	4'-0"	22'-0"	16	#10	21'-0"	42	24	8"	10	8"
105'-0"	4'-0"	24'-0"	18	#10	23'-0"	47	32	8"	7	6"

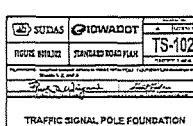


PLAN VIEW

DETAIL 'A'



TRAFFIC SIGNAL POLE FOUNDATION

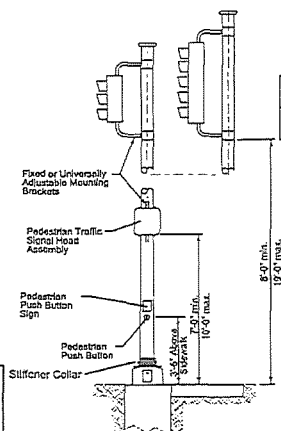


COPELAND DEVELOPMENT TRAFFIC SIGNAL COPELAND DEVELOPMENT

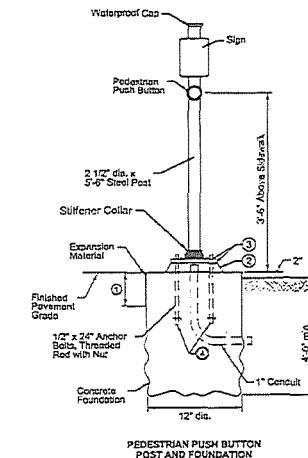
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FIGURE 8010.101 SHEET 1 OF 1

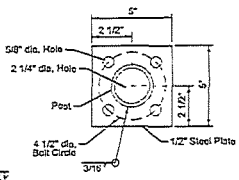


PEDESTAL POLE

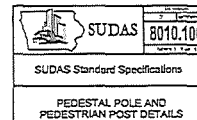


PEDESTRIAN PUSH BUTTON POST AND FOUNDATION

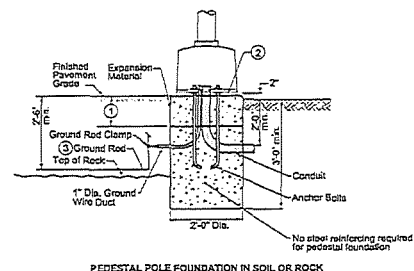
- 1 Shape top 11 inches with forms.
- 2 Install rodent guard interior to pole.
- 3 Provide 1/2 inch diameter hex nut with 1 1/2 inch flat washer. Protect anchor bolt with nut cover.
- 4 Deform threads to prevent nut from backing off.



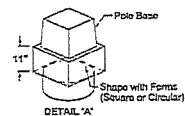
BASE PLATE DETAIL



PEDESTAL POLE AND PEDESTRIAN POST DETAILS

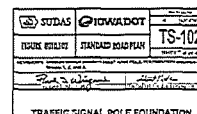


PEDESTAL POLE FOUNDATION IN SOIL OR ROCK



DETAIL 'A'

- 1 Shape top 11 inches with forms. See Detail 'A'.
- 2 Install rodent guard interior to pole.
- 3 Furnish nut, nut and plate, or nut and anchor bolt assembly ring plate on embedded end.



TRAFFIC SIGNAL POLE FOUNDATION

XREFS: PREPARED BY: ZACHARY S. SHERIDAN, CIVIL ENGINEER, PROJECT NO. 2011-001, SHEET 1 OF 1

DATE	REVISIONS	SCALE	AS NOTED
04-23-2012	1. RODENT GUARD NOTE.	DRAWN	LJB
		CHECKED	LJB
		APPROVED	LJB
		DATE	04-19-2012
		ISSUED FOR	CONSTRUCTION



COPELAND DEVELOPMENT TRAFFIC SIGNAL COPELAND DEVELOPMENT

2800 University Parkway, Suite 1 • Coralville, Iowa 52241
319-460-1000 • 319-466-1008(FAX) • 888-241-8001(VWATS)



DETAILS

DWG. NO.	1
N.08	
PROJECT	2011-001

FILE PATH: Z:\CDM\15311 COPELAND DEVELOPMENT TRAFFIC SIGNAL PRODUCTION DRAWINGS\15311 - SIGNAL NOTES
X REF: 2:20A-15311
PLOTED: Tuesday, April 10, 2012 2:15:11 PM
FIGURE E010.101 SHEET 1 OF 1
FIGURE E010.103 SHEET 1 OF 1

1

Shape top 11 inches with forms.

2

Bolt spacing and conduit locations as specified by the manufacturer.

3

Construct concrete pad on both front and back of control cabinet double doors.

Anchor Bolts ②

Cabinet

Riser

Conduit ②

3'-0" min.

24" min.

Ground Rod

Ground Clamp

Cabinet Width = 6"

Ground Rod

Cabinet

Riser

1" Ground Wire Duct

3'-0" min.

4" Apron

Expansion Material

Cabinet Depth = 8"

Ground Rod

SUDAS

8010.101

DRY 1 OF 1

SUDAS Standard Specifications

CABINET FOOTING DETAILS

4" min. Trench

Compact Backfill Material

Ensure backfill material is free of stones, concrete, or other rubble.

Conduit

CONDUIT IN TRENCH

Finished Pavement Grade

Cable Hooks (4) Required

1" to 3"

2'-0" dia.

Extend 8" granular base 6" beyond walls of handhole.

PRECAST CONCRETE HANDHOLE (TYPE I)

Stainless Steel Bolt

One Piece Lid (Type II or III)

Pull Slot

Skid Resistant Surface

Stainless Steel Bolt

Two Piece Lid (Type IV)

Pull Slot

Skid Resistant Surface

Cable Hooks (4) Required

Extend 8" granular base 6" beyond walls of handhole.

PRECAST CONCRETE COMPOSITE HANDHOLE

HANDHOLE DIMENSIONS TABLE (INCHES)			
TYPE	①	②	③
II	30"	17"	24"
III	36"	24"	30"
IV	48"	36"	36"

SUDAS

8010.103

DRY 1 OF 1

SUDAS Standard Specifications

CONDUIT AND PRECAST HANDHOLES

PEDESTAL

NOT TO SCALE

MAST ARM

MAST ARM

MASTARM MOUNT STREET SIGN BRACKET

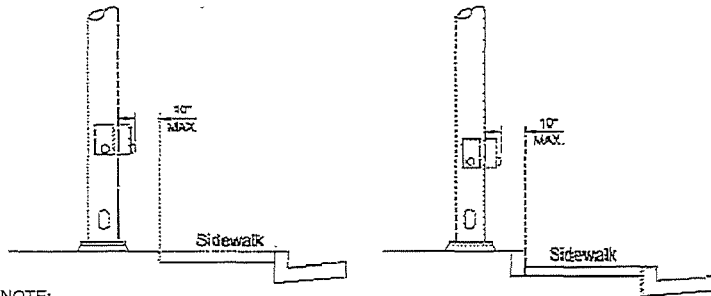
NOT TO SCALE

DATE	REVISIONS	SCALE	AS NOTED	VK VEENSTRA & KIMM INC.	COPELAND DEVELOPMENT TRAFFIC SIGNAL COPELAND DEVELOPMENT 2800 University Parkway, Suite 1 • Coralville, Iowa 52241 319-496-1000 • 319-465-1050 (FAX) • 888-241-8001 (WATS)	DWG. NO. N.09
				PROJECT		5952

PLOTTED: Monday, April 15, 2013 11:37 PM

XREFS: FILE PATH: Z:\COA\1581 COPELAND DEVELOPMENT TRAFFIC SIGNAL PRODUCTION DRAWINGS\161-SIGNAL NOTES

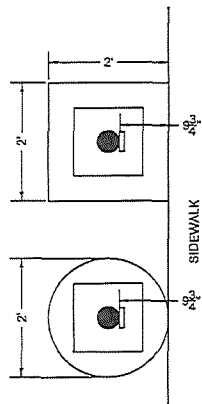
Side Reach Diagram



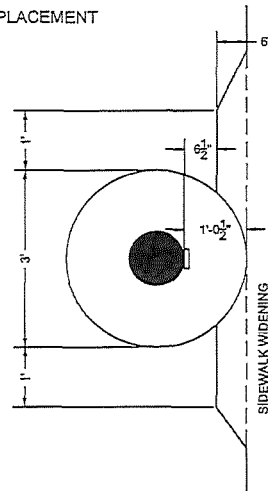
NOTE:
PED BUTTON SHALL BE NO MORE THAN
10" FROM TRAVEL PATH. NOTCH
SIDEWALK AS REQUIRED.

With Curb at Back of Sidewalk

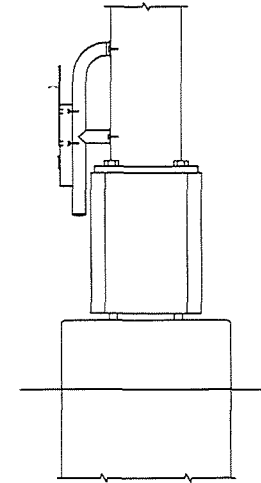
PEDESTRIAN POST PLACEMENT



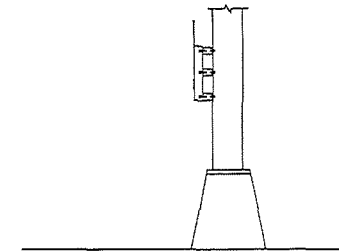
PEDESTAL BASE - PLAN
VIEW



SIGNAL BASE - PLAN VIEW



APS PUSH BUTTON
POLE MOUNT ADAPTER

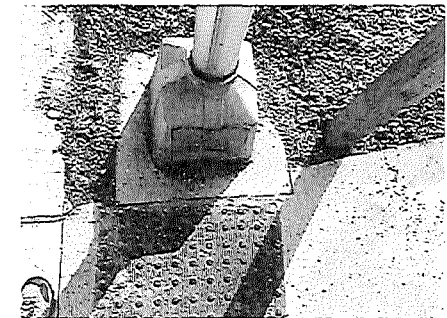


APS PUSH BUTTON
PEDESTAL MOUNTING



PEDESTRIAN POST PLACEMENT

NOTE:
PED BUTTON SHALL BE NO MORE THAN
10" FROM TRAVEL PATH. NOTCH
SIDEWALK AS REQUIRED.



DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	LJS
		CHECKED	LJS
		APPROVED	LJS
		DATE	04/15/2013
		ISSUED FOR	CONSTRUCTION



COPELAND DEVELOPMENT TRAFFIC SIGNAL
COPELAND DEVELOPMENT

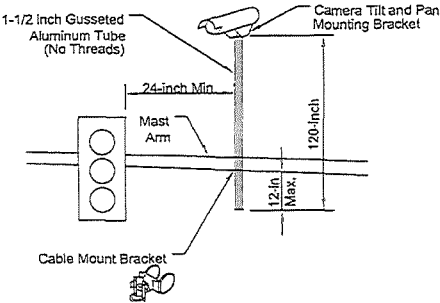
2500 University Parkway, Suite 1 • Carroll, Iowa 52011
319-466-1000 • 319-466-1008(FAX) • 888-241-6301(WATS)

DETAILS

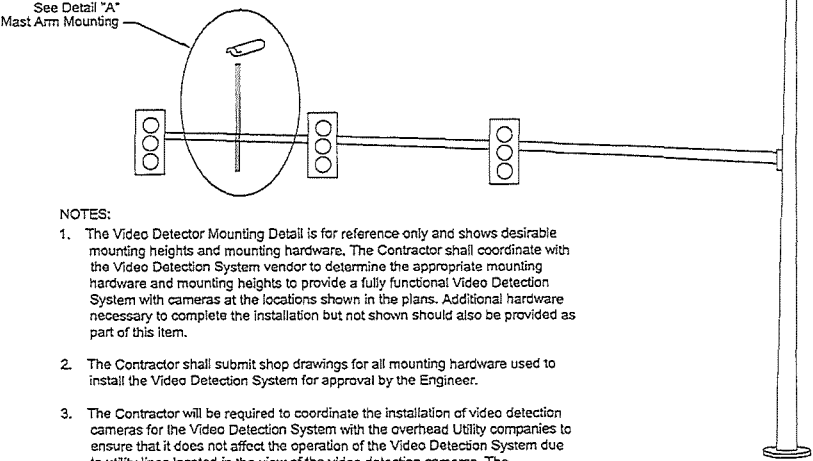
DWG. NO.
N.10
PROJECT
25522

FILE PATH: Z:\COA\14131 COPELAND DEVELOPMENT TRAFFIC SIGNAL PRODUCTION\DRAWINGS\01 - SIGNAL NOTES

DATE: 04-19-2023



DETAIL "A"
MAST ARM MOUNTING DETAIL



- NOTES:
1. The Video Detector Mounting Detail is for reference only and shows desirable mounting heights and mounting hardware. The Contractor shall coordinate with the Video Detection System vendor to determine the appropriate mounting hardware and mounting heights to provide a fully functional Video Detection System with cameras at the locations shown in the plans. Additional hardware necessary to complete the installation but not shown should also be provided as part of this item.
 2. The Contractor shall submit shop drawings for all mounting hardware used to install the Video Detection System for approval by the Engineer.
 3. The Contractor will be required to coordinate the installation of video detection cameras for the Video Detection System with the overhead Utility companies to ensure that it does not affect the operation of the Video Detection System due to utility lines located in the view of the video detection cameras. The Contractor should also make sure that any required clearances from overhead utilities are provided.
 4. Location of video detector is the mast arm mounting located between the left-turn lane and adjacent through lane.

DATE	REVISIONS	SCALE	AS NOTED
02-21-2023	1. REVISED VIDEO MOUNTING LOCATION DETAIL.	DRAWN	LJR
04-19-2023	2. REVISED VIDEO MOUNTING LOCATION DETAIL.	CHECKED	LJR
		APPROVED	LJR
		DATE	04-19-2023
		ISSUED FOR	CONSTRUCTION



COPELAND DEVELOPMENT TRAFFIC SIGNAL
COPELAND DEVELOPMENT

2600 University Parkway, Suite 1 • Corsville, Iowa 52241
319-456-1000 • 319-456-1038(FAX) • 888-241-8001(WATS)

DETAILS

DWG. NO.	2
N.11	
PROJECT	24522

PLOTTER: LINDAY, A. 08/10/2011 1:34 PM

XREFS: ZC04 2431 COPELAND DEVELOPMENT TRAFFIC SIGNAL PRODUCTION DRAWING 24-1 - SIGNAL NOTES
FILE PATH: ZC04 2431 COPELAND DEVELOPMENT TRAFFIC SIGNAL PRODUCTION DRAWING 24-1 - SIGNAL NOTES

CONDUIT & CABLE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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POLES & MAST ARMS																	
POLE NUMBER	ARM LENGTH	SINGLE ARM		PODESTAL POLE				LUMINAIRE	NOTE	POLE BASE OR TRANSFORMER	FEED ELECTRICAL	FOOTINGS		REMARKS			
		SIGNAL HEAD SPACING		SIGN SPACING		POLE HEIGHT						DIA. (FT)	DEPTH (FT)				
		QTY.	SPACING	QTY.	SPACING	PB	10'								10'		
B1	50	3	49.37, P	3	49.46, S				20	15	0	NOTE #1	TRANSFORMER	3	18	SQUARE TOP	
B2	50	4	42.28, 16.4	2	43.34				22	15	350	NOTE #2	TRANSFORMER	3	18	SQUARE TOP	
B3	50	3	49.37, P	3	47.47, 20				35	15	0		TRANSFORMER	3	16	SQUARE TOP	
B4	85	3	53.41, 29	2	61.47				35	15	0		TRANSFORMER	X	3.5	15	SQUARE TOP
B5							X						TRANSFORMER	2	3	PIED SIGNAL	
B6							X						TRANSFORMER	2	3	PIED SIGNAL	
P21							X						STANDARD	1	4		
P22							X						STANDARD	1	4		
P41							X						STANDARD	1	4		
P42							X						STANDARD	1	4		
P81							X						STANDARD	1	4		
P02							X						STANDARD	1	4		
P01																POLE GA	
P02							X						STANDARD	1	4		
NOTE #1 - See sheet 13 for vertical clearance from power lines. Max height of 30 feet.																	
NOTE #2 - See sheet 13 for vertical clearance from power lines. Max height of 30 feet.																	

NOTE #1 - See sheet 13 for vertical clearance from power lines. Max height of 30 feet.

NOTE #2 - See sheet 13 for vertical clearance from power lines. Max height of 22 feet.

BASES & PULLBOXES													
ITEM #	LOCATION			BASES				PULLBOXES				REMARKS	
	NORTHING	EASTING	ELEVATION	POLE		PI	CONTR	L1-102	L1-103	L1-103	L1-103		
				PCD	MAGT								
B1	SEE N.O.S. FOR STAKING			1									
B2	SEE N.O.S. FOR STAKING			1									
B3	SEE N.O.S. FOR STAKING			1									
B4	SEE N.O.S. FOR STAKING			1	1								
B5	SEE N.O.S. FOR STAKING			1									
B6	SEE N.O.S. FOR STAKING			1									
P21	SEE N.O.S. FOR STAKING					1							
P22	SEE N.O.S. FOR STAKING					1							
P41	SEE N.O.S. FOR STAKING					1							
P42	SEE N.O.S. FOR STAKING					1							
P01	SEE N.O.S. FOR STAKING					1							
P02	SEE N.O.S. FOR STAKING					1							
P03	SEE N.O.S. FOR STAKING					1							
HH-1	SEE N.O.S. FOR STAKING								1				
HH-2	SEE N.O.S. FOR STAKING								1				
HH-3	SEE N.O.S. FOR STAKING								1				
HH-4	SEE N.O.S. FOR STAKING								1				
CONTROLLER	SEE N.O.S. FOR STAKING						1						
HH-FO-1	SEE N.O.S. FOR STAKING										1		FOR FUTURE FO BY CITY
HH-FO-2	SEE N.O.S. FOR STAKING									1			FOR FUTURE FO BY CITY
HH-FO-3	SEE N.O.S. FOR STAKING									1			FOR FUTURE FO BY CITY
HH-FO-4	SEE N.O.S. FOR STAKING									1			FOR FUTURE FO BY CITY
HH-FO-5	SEE N.O.S. FOR STAKING										1		REPLACE EXISTING
</													

DETECTORS								
DETECTOR NUMBER	PHASE ASSOCIATION	TYPE		MODE	MEMORY	INPUT ASSIGNMENT	SIZE	REMARKS
		LOOP	W/OFG					
11	1		1	PR	NL	1	10 x 40	
12	1		1	PR	NL	25	10 x 40	
61	6		1	PR	NL	6	10 x 40	
62	6		1	PR	NL	14	10 x 40	
83	8		1	PR	NL	30	10 x 40	
31	3		1	PR	NL	3	10 x 40	
81	8		1	PR	NL	8	10 x 40	
51	5		1	PR	NL	5	10 x 40	
82	5		1	PR	NL	29	10 x 40	
21	2		1	PR	NL	2	10 x 40	
22	2		1	PR	NL	10	10 x 40	
71	7		1	PR	NL	7	10 x 40	
41	4		1	PR	NL	4	10 x 40	
64	6		1	PR	NL	20	10 x 100	Advance
65	6		1	PR	NL	25	10 x 100	Advance
23	2		1	PR	NL	25	10 x 100	Advance
24	2		1	PR	NL	24	10 x 100	Advance
42	4		1	PR	NL	28	10 x 100	Advance
82	8		1	PR	NL	32	10 x 100	Advance
TOTALS			9	19				

NOTES:
PR - PRESERVE
P - PULSE
L - LOOKING
S - SYSTEM

POWER SUPPLY									
STATION	4-00	MOTORED (VNI)	VNI	MOTORED (VNI)	YES	MOTORED (VNI)	YES	MOTORED (VNI)	YES
CIRCUIT	30A	MOTOR MOUNTING	CABINET	MOTOR LOCATION	CABINET	MOTOR LOCATION	CABINET	MOTOR LOCATION	CABINET
CONNECTIONS/NEW	N/A	VOLTS	120	CONNECTIONS/NEW	N/A	CONNECTIONS/NEW	N/A	CONNECTIONS/NEW	N/A
MOUNTING	CABINET	ALUM.	100	LOCATION	N/A	LOCATION	N/A	LOCATION	N/A
DISCONNECT	YES	PHASE	PHASE	DISCONNECT	YES	DISCONNECT	YES	DISCONNECT	YES
NOTES: COORDINATE WITH MOUNTING AND DISCONNECT DETAILS. MOTOR FROM EXISTING POLE AND TRANSMITTER.									

TABULATIONS

COPELAND DEVELOPMENT TRAFFIC SIGNAL
COPELAND DEVELOPMENT2000 University Parkway, Suite 1 • Corvallis, Iowa 52241
319-466-1000 • 319-466-1000(FAX) • 688-241-6001(WATS)

DWG. NO.

2

N.12

PROJECT 2002

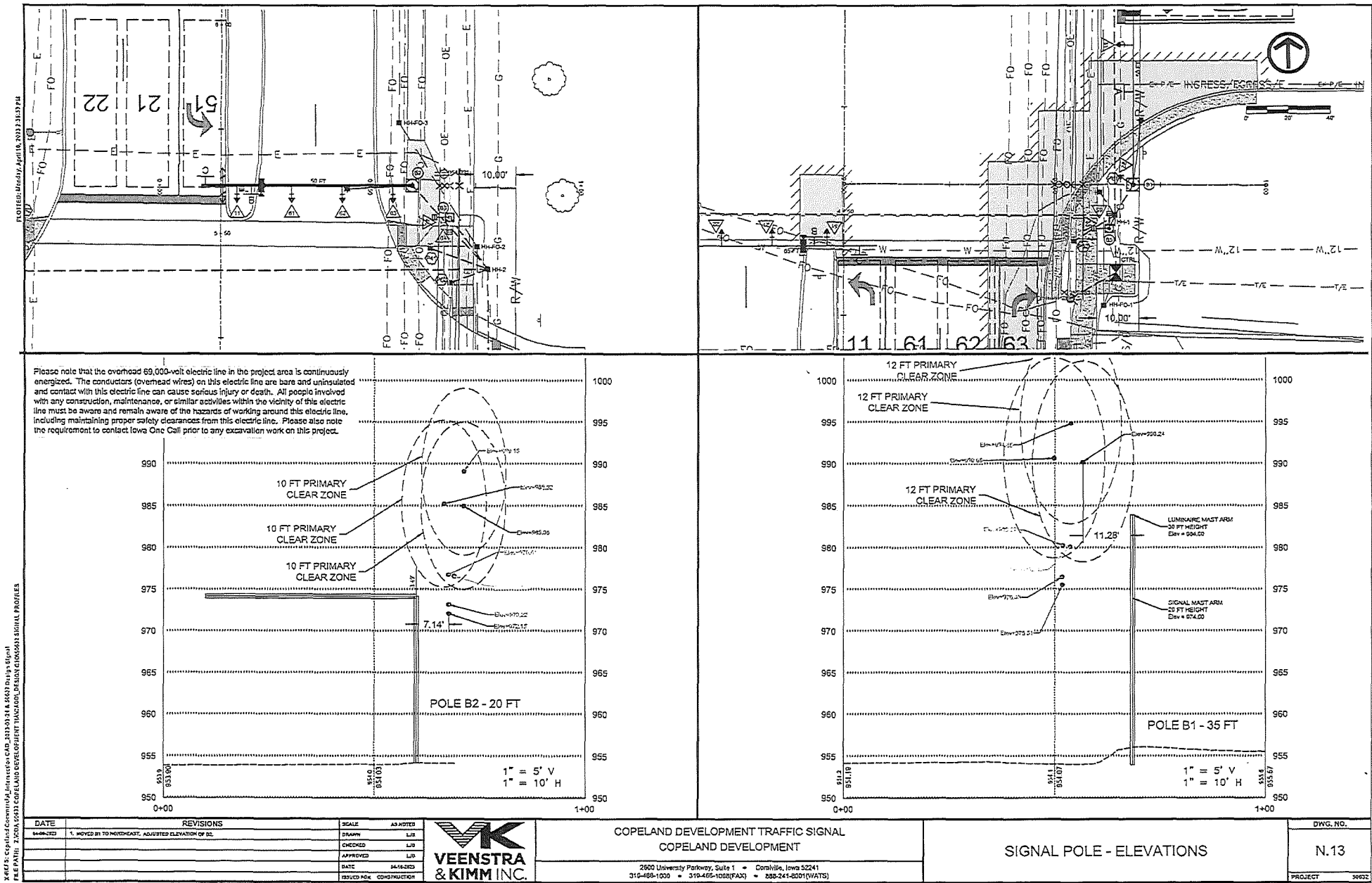


Exhibit C
Release Form

[see attached]

WHEN RECORDED RETURN TO:

Michael J. Book
Duggan Shadwick Doerr & Kurlbaum LLC
9101 W. 110th Street, Suite 200
Overland Park, KS 66210

Preparer Information: Mitchell Wedell, 1210 NW Prairie Ridge Dr., Ankeny, Iowa 50023 (515) 963-3523
SPACE ABOVE THIS LINE FOR RECORDER

RELEASE AND TERMINATION OF DEVELOPMENT AGREEMENT

THIS RELEASE AND TERMINATION OF DEVELOPMENT AGREEMENT (the "Release") is made and entered into as of the _____ day of _____, 20____ (the "Effective Date"), by the City of Ankeny, Iowa (the "City").

RECITALS

The City entered into that certain Development Agreement By and Between The City of Ankeny, Iowa, and Parlay Baxter, LLC dated _____, 20____ and recorded at Book _____ Page _____ ("Development Agreement").

The Development Agreement affects certain real property located in the City of Ankeny, Polk County, Iowa, as legally described on Exhibit A, attached hereto (the "Property").

The City now desires to completely and forever release the Property from the effect of the Development Agreement.

NOW, THEREFORE, the City hereby declares as follows:

1. **RELEASE FROM THE AGREEMENT**. Effective as of the Effective Date of this Release, the Property shall be completely and forever released from the force and effect of the Development Agreement, and the Development Agreement is hereby terminated. Upon the Effective Date, the Development Agreement shall not constitute an encumbrance to title to the Property or bind the current or any future owner(s) or occupant(s) of the Property. The City hereby acknowledges and agrees that this Release has been executed in full compliance with the terms and conditions of the Development Agreement and as of the Effective Date no default or violation of the Development Agreement exists with respect to the Property.

2. **INTERPRETATION.** All questions with respect to interpretation and construction of this Release and the rights and liabilities of the parties hereunder will be determined in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the undersigned has executed this Release as of the date first above written.

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representative on this the ____ day of _____, 2023.

CITY OF ANKENY, IOWA

By: _____
Mark E. Holm, Mayor

Attest:

By: _____
Michelle Yuska, City Clerk

**STATE OF IOWA
COUNTY OF POLK, ss:**

On the ____ day of _____, 20____,
before me, the undersigned, a Notary Public in and for the
State of Iowa, personally appeared **MARK E. HOLM** and
MICHELLE YUSKA, to me personally known, who,
being by me duly sworn, did say that they are the Mayor
and Interim City Clerk of the City of Ankeny, Iowa, a
municipal corporation; that the seal affixed to the above and
foregoing instrument is the corporate seal of said municipal
corporation, and that said instrument was signed and
contained in the Resolution adopted by the City Council of
Ankeny, Iowa, on the ____ day of _____,
20____, and the said **MARK E. HOLM** and **MICHELLE
YUSKA** acknowledged the execution of said instrument to
be their voluntary act and deed and the voluntary act and
deed of said municipal corporation, by it and by them
voluntarily executed.

Notary Public in and for the State of Iowa

Attachment: EXHIBIT A - The Property



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:
Consider motion to adopt **RESOLUTION** accepting public improvements for utilities in Aspen Ridge Commercial Plat 3.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Certificate of Completion
 Letter of Assurance

RESOLUTION

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN ASPEN RIDGE COMMERCIAL PLAT 3 FOR UTILITIES

WHEREAS, on the 5th day of September, 2023, the City of Ankeny, Iowa entered into a three-party contract with The Underground Company, LTD., the Contractor, and Murphy Commercial Properties, LLC, the Developer, for the construction of certain public improvements generally described as Utilities, approved under Resolution No. 2033-344; and

WHEREAS, the City of Ankeny, Iowa has received the attached Certificate of Completion on behalf of the Developer from the Developer's Engineer that the construction of the public improvements has been completed on August 5th, 2024 with the following exceptions:

NONE.

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

1. That the Certificate of Completion received on behalf of the Developer from the Developer's Engineer be hereby received and filed; and
2. That the above-described improvements be and are hereby accepted based on said certification.

PASSED AND APPROVED on this 5th day of August, 2024.

CITY OF ANKENY, IOWA

By: _____
Mark E. Holm, Mayor

ATTEST:

By: _____
Michelle Yuska, City Clerk

CERTIFICATE OF COMPLETION

Aspen Ridge Commercial Plat 3

Ankeny, Iowa

2024.08.05

This is to certify that the construction improvements on the *Aspen Ridge Commercial Plat 3* project have been completed in substantial compliance with the plans and specifications for the project. I hereby recommend acceptance of the project.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Trent Smith', with a stylized flourish at the end.

*Trent Smith, PE
Team Leader
McClure Engineering Company
Iowa License Number 26452*



1360 NW 121st Street
Clive, IA 50325
P 515.964.1229
F 515.964.2370

www.mecresults.com

July 29, 2024

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

RE: Aspen Ridge Commercial Plat 3
Public Improvement Acceptance - Letter of Assurance

Dear Mark,

On behalf of ATI Group and Murphy Commercial Properties LLC, we respectfully request acceptance of the public improvements for Aspen Ridge Commercial Plat 3. This project was constructed in substantial conformance with the approved plans and specifications to the best of our knowledge. McClure Engineering Company has provided the following documents for your review and file:

- Record Drawings with "As-Built" information
- Inspector Field Notes
- Certificate of Completion
- .xyz file for as-built shots

We ask that this request be placed on the City Council meeting agenda to consider acceptance of the aforementioned public improvements. Should you have any questions or concerns, feel free to contact us.

Sincerely,

McClure Engineering Company

A handwritten signature in black ink, appearing to read "Trent Smith".

Trent Smith, PE
Team Leader



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



Print

ORIGINATING DEPARTMENT:

Municipal Utilities

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Resolution

LEGAL:

No Review Required

SUBJECT:

Consider motion to adopt **RESOLUTION** accepting public improvements for paving in Aspen Ridge Commercial Plat 3.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Certificate of Completion
 Letter of Assurance

RESOLUTION

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN ASPEN RIDGE COMMERCIAL PLAT 3 FOR PAVING

WHEREAS, on the 5th day of September, 2023, the City of Ankeny, Iowa entered into a three-party contract with Sternquist Construction, Inc., the Contractor, and Murphy Commercial Properties, LLC, the Developer, for the construction of certain public improvements generally described as Paving, approved under Resolution No. 2033-346; and

WHEREAS, the City of Ankeny, Iowa has received the attached Certificate of Completion on behalf of the Developer from the Developer's Engineer that the construction of the public improvements has been completed on August 5th, 2024 with the following exceptions:

NONE.

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

1. That the Certificate of Completion received on behalf of the Developer from the Developer's Engineer be hereby received and filed; and
2. That the above-described improvements be and are hereby accepted based on said certification.

PASSED AND APPROVED on this 5th day of August, 2024.

CITY OF ANKENY, IOWA

By: _____
Mark E. Holm, Mayor

ATTEST:

By: _____
Michelle Yuska, City Clerk

CERTIFICATE OF COMPLETION

Aspen Ridge Commercial Plat 3

Ankeny, Iowa

2024.08.05

This is to certify that the construction improvements on the *Aspen Ridge Commercial Plat 3* project have been completed in substantial compliance with the plans and specifications for the project. I hereby recommend acceptance of the project.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Trent Smith', with a stylized flourish at the end.

*Trent Smith, PE
Team Leader
McClure Engineering Company
Iowa License Number 26452*



1360 NW 121st Street
Clive, IA 50325
P 515.964.1229
F 515.964.2370

www.mecresults.com

July 29, 2024

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

RE: Aspen Ridge Commercial Plat 3
Public Improvement Acceptance - Letter of Assurance

Dear Mark,

On behalf of ATI Group and Murphy Commercial Properties LLC, we respectfully request acceptance of the public improvements for Aspen Ridge Commercial Plat 3. This project was constructed in substantial conformance with the approved plans and specifications to the best of our knowledge. McClure Engineering Company has provided the following documents for your review and file:

- Record Drawings with "As-Built" information
- Inspector Field Notes
- Certificate of Completion
- .xyz file for as-built shots

We ask that this request be placed on the City Council meeting agenda to consider acceptance of the aforementioned public improvements. Should you have any questions or concerns, feel free to contact us.

Sincerely,

McClure Engineering Company

A handwritten signature in black ink, appearing to read "Trent Smith".

Trent Smith, PE
Team Leader



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:
Consider motion to adopt **RESOLUTION** accepting public improvements for subgrade prep in Aspen Ridge Commercial Plat 3.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Certificate of Completion
 Letter of Assurance

RESOLUTION

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN ASPEN RIDGE COMMERCIAL PLAT 3 FOR SUBGRADE PREP

WHEREAS, on the 5th day of September, 2023, the City of Ankeny, Iowa entered into a three-party contract with Huber Grading and Land Development Inc., the Contractor, and Murphy Commercial Properties, LLC, the Developer, for the construction of certain public improvements generally described as Subgrade Prep, approved under Resolution No. 2033-345; and

WHEREAS, the City of Ankeny, Iowa has received the attached Certificate of Completion on behalf of the Developer from the Developer's Engineer that the construction of the public improvements has been completed on August 5th, 2024 with the following exceptions:

NONE.

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

1. That the Certificate of Completion received on behalf of the Developer from the Developer's Engineer be hereby received and filed; and
2. That the above-described improvements be and are hereby accepted based on said certification.

PASSED AND APPROVED on this 5th day of August, 2024.

CITY OF ANKENY, IOWA

By: _____
Mark E. Holm, Mayor

ATTEST:

By: _____
Michelle Yuska, City Clerk

CERTIFICATE OF COMPLETION

Aspen Ridge Commercial Plat 3

Ankeny, Iowa

2024.08.05

This is to certify that the construction improvements on the *Aspen Ridge Commercial Plat 3* project have been completed in substantial compliance with the plans and specifications for the project. I hereby recommend acceptance of the project.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Trent Smith', with a stylized flourish at the end.

*Trent Smith, PE
Team Leader
McClure Engineering Company
Iowa License Number 26452*



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Clive, IA 50325
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July 29, 2024

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

RE: Aspen Ridge Commercial Plat 3
Public Improvement Acceptance - Letter of Assurance

Dear Mark,

On behalf of ATI Group and Murphy Commercial Properties LLC, we respectfully request acceptance of the public improvements for Aspen Ridge Commercial Plat 3. This project was constructed in substantial conformance with the approved plans and specifications to the best of our knowledge. McClure Engineering Company has provided the following documents for your review and file:

- Record Drawings with "As-Built" information
- Inspector Field Notes
- Certificate of Completion
- .xyz file for as-built shots

We ask that this request be placed on the City Council meeting agenda to consider acceptance of the aforementioned public improvements. Should you have any questions or concerns, feel free to contact us.

Sincerely,

McClure Engineering Company

A handwritten signature in black ink, appearing to read "Trent Smith".

Trent Smith, PE
Team Leader



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Resolution

LEGAL:

Item Reviewed by Legal Counsel

SUBJECT:

Consider motion to adopt a **RESOLUTION** accepting a purchase agreement and approving documents for the acquisition of permanent sidewalk easement and temporary construction easement for the SE Delaware Avenue & SE 54th Street Traffic Signal in Ankeny, Iowa. (5500 SE Delaware Avenue)

EXECUTIVE SUMMARY:

The action before the council is the adoption of a Resolution accepting permanent sidewalk easement and temporary construction easement from The Industrial Fund Ankeny, LLC at 5500 SE Delaware Avenue to facilitate the construction of the SE Delaware Avenue & SE 54th Street Traffic Signal.

Existing sidewalk at the project intersection lies outside of the right-of-way. The project will realign this section of sidewalk to accommodate an upgrade of pedestrian ramps at the intersection to comply with the Americans with Disabilities Act (ADA). The temporary construction easement is needed for the associated grading and surrounding surface to be restored by the project.

FISCAL IMPACT: **No**

The total compensation for the permanent sidewalk easement and temporary construction easement is \$1,315.00. The cost for the permanent sidewalk easement and temporary construction easement is part of the project costs for the SE Delaware Avenue & SE 54th Street Traffic Signal included in the current Capital Improvement Program.

CITY MANAGER'S RECOMMENDATIONS:

Approve the motion to adopt a RESOLUTION accepting permanent sidewalk easement and temporary construction easement from The Industrial Fund Ankeny, LLC at 5500 SE Delaware Avenue to facilitate the construction of the SE Delaware Avenue & SE 54th Street Traffic Signal in Ankeny, Iowa.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 Offer to Purchase
 Permanent Sidewalk Easement
 Temporary Construction Easement
 Exhibit

RESOLUTION 2024-XXX

**A RESOLUTION APPROVING AND AUTHORIZING THE ACQUISITION
OF PROPERTY AND PROPERTY INTERESTS FOR THE
SE DELAWARE AVENUE & SE 54TH STREET TRAFFIC SIGNAL**

WHEREAS, the City of Ankeny desires to construct a permanent traffic signal and upgrade sidewalk and pedestrian facilities at the intersection of SE Delaware Avenue & SE 54th Street to provide traffic capacity and mobility improvements and enhance vehicular and pedestrian safety; and

WHEREAS, permanent sidewalk easement and temporary construction easement will need to be acquired for the construction of the public improvement; and

WHEREAS, the City staff or its designee has established fair market values by compensation estimates for said easements; and

WHEREAS, in accordance with Iowa law, a government body shall make a good faith effort to negotiate with the property owner to purchase the private property or property interest before filing an application for condemnation or otherwise proceeding with the condemnation process.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ankeny, Iowa, that the public improvement known as the SE Delaware Avenue & SE 54th Street Traffic Signal is in the best interest of the City; and

BE IT FURTHER RESOLVED, that the City staff or its designee be and is hereby authorized to proceed with the necessary activities and negotiations to acquire by purchase, gift, or condemnation, subject to approval by this Council, the necessary property and/or property interests required for the construction of said public improvement.

DATED this 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

CITY OF ANKENY, IOWA OFFER TO PURCHASE

To Seller: The Industrial Fund Ankeny, LLC
 Two Newton Place, 255 Washington Street
 Newton, MA 02458

1. Property Description. The City of Ankeny, Iowa, intends to acquire property owned by you situated in Ankeny, Iowa, and legally described on the attached exhibit(s), and is, by this reference, made a part hereof.
2. Price. The City of Ankeny agrees to pay \$1,315.00, calculated as follows:

Fee Title (Warranty Deed):	N/A	\$0.00
Permanent Easement (Sidewalk):	289 SF x \$5.95 / SF x 100% =	\$859.78
Temporary Easement:	759 SF x \$5.95 / SF x 10% x 1.5 years) =	\$451.61
Other Considerations:	N/A	\$0.00
Total Compensation:	(Rounded Up)	\$1,315.00

The City of Ankeny, Iowa will be responsible for all survey, abstracting (if any), recording, and other fees and expenses involved with this project.

3. Purpose of the Acquisition. The acquisition is for the improvement of the SE Delaware Avenue & SE 54th Street Traffic Signal.
4. Real Estate Taxes. The acquisition shall not affect the liability of the Seller for payment of real estate taxes when due.
5. Possession. Possession shall be upon receipt of funds.
6. Conveyance. Upon payment of the purchase price, the Seller shall convey the property to the City of Ankeny, Iowa, in accordance with the form provided by the City.
7. Time is of the Essence. Time is of the essence in this contract.
8. Contract Binding on Successors-in-Interest. This contract shall apply to and bind the successors-in-interest of the Seller, and the Seller agrees to warrant good and sufficient title.
9. Execution of Offer. This Offer is executed on behalf of the City of Ankeny, Iowa, and is subject to ratification by the City Council upon its acceptance by the Seller.

Dated at Ankeny, Iowa, this _____ day of _____, 20_____.

REPRESENTING THE CITY OF ANKENY, IOWA

By: _____
Benjamin M. Alison, Snyder & Associates, Inc.

THIS OFFER IS ACCEPTED on this _____ day of _____, 20_____.

THE INDUSTRIAL FUND ANKENY, LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: _____

Approved by the City Council of the City of Ankeny, Iowa on the _____ day of
_____, 20_____, by Resolution No. _____.

By: _____
Mark E. Holm, Mayor

Attest: _____
Michelle Yuska, City Clerk

TEMPORARY CONSTRUCTION EASEMENT

KNOW ALL BY THESE PRESENTS:

The undersigned, THE INDUSTRIAL FUND ANKENY, LLC, a Delaware limited liability company, (hereinafter referred to as “Grantor”), in consideration of mutual benefit and other valuable consideration in hand paid by the City of Ankeny, Iowa upon final approval and acceptance of this easement do hereby convey unto the City of Ankeny, Iowa, a municipal corporation, in the County of Polk, State of Iowa (hereinafter referred to as “Grantee”), a temporary construction easement under, across, and through the following described real estate:

See Attached Temporary Easement Exhibit

The above-described easement is granted unto the City of Ankeny, Iowa, for the purpose of the access, construction, and installation of the following described public improvements:

SE DELAWARE AVENUE & SE 54TH STREET TRAFFIC SIGNAL

In connection herewith it is specifically agreed that by this easement, the Grantee shall have the right to enter upon said premises as shall be necessary to construct, inspect, and repair, any and all of said improvements and all appurtenances thereto, together with the right to use said improvements as it deems necessary.

The Grantee shall restore and/or repair said described land after construction to the condition prior to construction pursuant to the plan for the public improvement.

This easement shall be for the period of time necessary to construct this improvement and will expire upon the date of final acceptance of the project by the City Council of the Grantee; provided, however, the Grantee shall have the right to access the real estate after said date for the sole purpose of seeding and surface restoration. Such access shall not interfere with the rights of the Grantor to the use and enjoyment of said real estate.

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.

[SIGNATURES ON FOLLOWING PAGE(S)]

IN WITNESS WHEREOF, we have hereunto affixed our hands this _____ day of _____, 20_____.

Signed

Signed

Print Name and Title

Print Name and Title

SELLER'S ALL PURPOSE ACKNOWLEDGMENT

STATE OF _____ }
COUNTY OF _____ } ss:

On this _____ day of _____, A.D. 20_____,
before me, the undersigned, a Notary Public in and for said State,
personally appeared _____,

_____ to me personally known
or _____ proved to me on the basis of satisfactory evidence
to be the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the
same in his/her/their authorized capacity(ies), and that by his/her/their
signature(s) on the instrument the person(s), or the entity upon behalf
of which the person(s) acted, executed the instrument.

(NOTARY SEAL) _____ (Sign in Ink)

_____ (Print Name)

Notary Public in and for the State of _____

||| CAPACITY CLAIMED BY SIGNER:

____ INDIVIDUAL
____ CORPORATE
Title(s) of Corporate Officer(s) _____
____ Corporate Seal is affixed
____ No Corporate Seal procured
____ PARTNER(s):
____ Limited Partnership
____ General Partnership
____ ATTORNEY-IN-FACT
____ EXECUTOR(s) or TRUSTEE(s)
____ GUARDIAN(s) or CONSERVATOR(s)
____ OTHER: _____

SIGNER IS REPRESENTING:

List name(s) of entity(ies) or person(s)

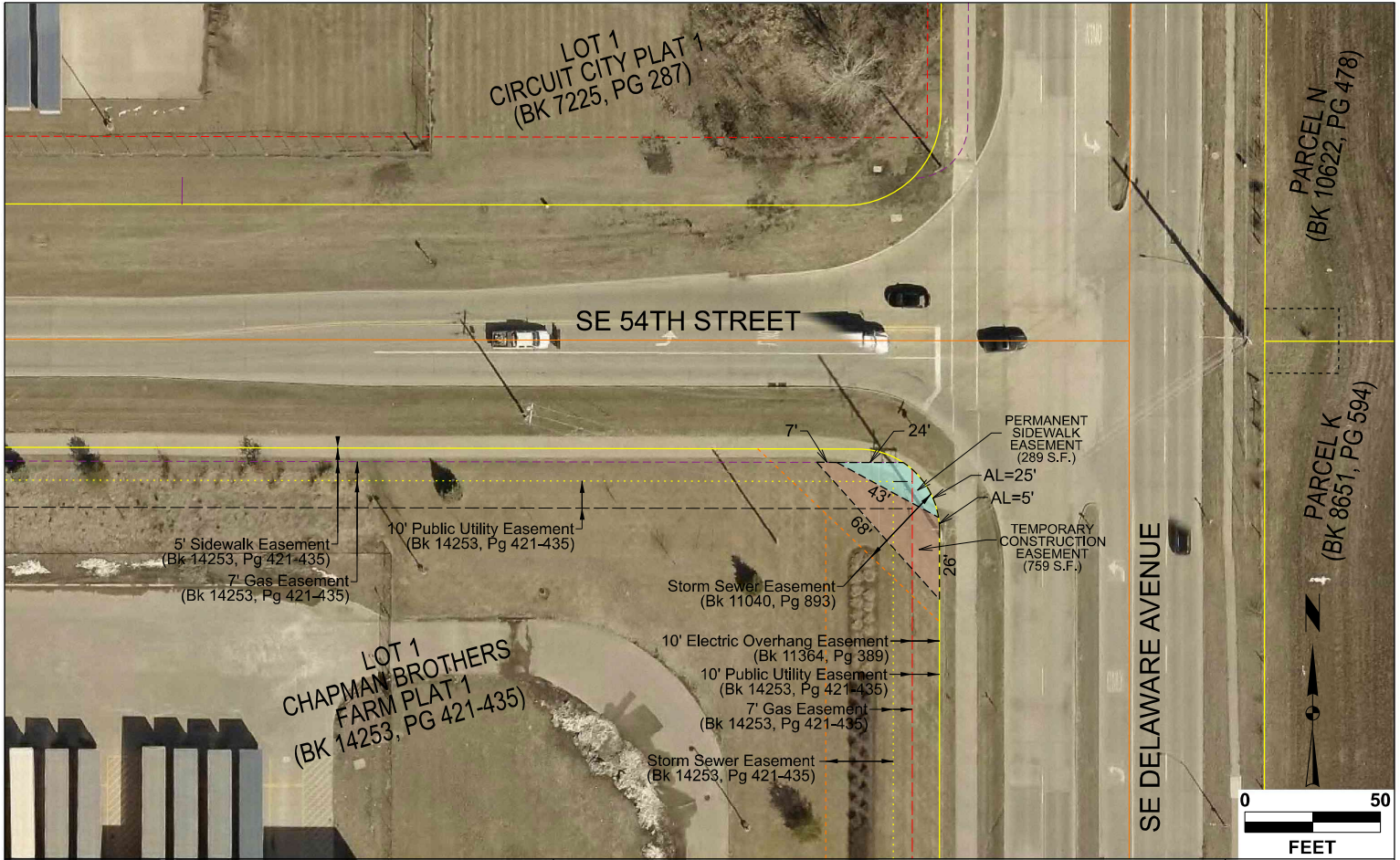
ACCEPTANCE BY CITY

STATE OF IOWA, COUNTY OF POLK, ss:

I, _____, City Clerk of the City of Ankeny, Iowa, do hereby certify that the within and foregoing instrument was duly approved and accepted by the City Council of said City by Resolution No. _____, passed on the _____ day of _____, 20_____, and this certificate is made pursuant to authority contained in said Resolution.

Signed this _____ day of _____, 20_____.

City Clerk of the City of Ankeny, Iowa



= PROPOSED PERMANENT EASEMENT = PROPOSED TEMPORARY EASEMENT --- = PROPOSED EASEMENT LINE	PROJECT NAME - SE DELAWARE AVE & SE 54TH STREET TRAFFIC SIGNAL		SCALE: 1" = 50'
	PARCEL 1 - THE INDUSTRIAL FUND ANKENY, LLC		PROJECT # : 123.0251.01
	S SNYDER & ASSOCIATES	SHEET REFERENCE: EASEMENT EXHIBIT	

WHEN RECORDED RETURN TO:

City of Ankeny
Attn: City Clerk
410 West First Street
Ankeny, IA 50023

Preparer Information: Amy S. Beattie, Brick Gentry P.C., 6701 Westown Parkway, Suite 100, West Des Moines, IA 50266 (515) 274-1450

AMENDMENT TO PUBLIC SIDEWALK EASEMENT

KNOW ALL BY THESE PRESENTS:

The undersigned, THE INDUSTRIAL FUND ANKENY LLC, a Delaware limited liability company, hereinafter referred to as "Grantor", in consideration of the sum of one dollar (\$1.00), and other valuable consideration, does hereby amend the Public Sidewalk Easement recorded on May 15, 2019 in Book 17327, Page 277-280, and the platted easement shown on the plat recorded on May 1, 2012 in Book 14253, Page 421- 435 granted unto the City of Ankeny, Iowa, a municipal corporation, in the County of Polk, State of Iowa, hereinafter referred to as "Grantee" or "City to include the following described real estate:

See Attached Permanent Easement Plat entitled "Exhibit A"

The above-described easement, as amended, (the "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 Sidewalk

In all other respects the existing Easement shall remain in full force and effect.

[SIGNATURES ON FOLLOWING PAGES]

IN WITNESS WHEREOF, we have hereunto affixed our hands this ____ day of _____, 2024.

THE INDUSTRIAL FUND ANKENY LLC

Yael Duffy

By: Yael Duffy

Its: President & Chief Operating Officer

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF Middlesex, ss.

On this 9th day of July, 2024, before me, the undersigned notary public, personally appeared Yael Duffy, known to me to be the person whose name is signed on the preceding document, and acknowledged to me that she signed it voluntarily for its stated purpose, as authorized signatory of The Industrial Fund Ankeny LLC.



Paige Fasold
Notary Public *Paige Fasold*
My commission expires: 2/2/2029

ACCEPTANCE BY CITY

STATE OF IOWA, COUNTY OF POLK, ss:

I, Michelle Yuska, City Clerk of the City of Ankeny, Iowa, do hereby certify that the within and foregoing instrument was duly approved and accepted by the City Council of said City by Resolution No. ____, passed on the ____ day of ____, 2024, and this certificate is made pursuant to authority contained in said Resolution.

Signed this ____ day of ____ 2024.

INDEX LEGEND SURVEYOR'S NAME / RETURN TO: TERRY COADY SNYDER & ASSOCIATES, INC. 2727 SW SNYDER BOULEVARD ANKENY, IOWA 50023 515-964-2020 TLCOADY@SNYDER-ASSOCIATES.COM SERVICE PROVIDED BY: SNYDER & ASSOCIATES, INC. SURVEY LOCATED: LOT 1 CHAPMAN BROTHERS FARM PLAT 1 SECTION 01-79N-24W REQUESTED BY: POLK COUNTY, IOWA	
---	--

EASEMENT PLAT

SIDEWALK EASEMENT

A PART OF LOT 1, CHAPMAN BROTHERS FARM PLAT 1, 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 NORTHEAST CORNER OF SECTION 1, TOWNSHIP 79 NORTH, RANGE 24 WEST OF THE 5TH, P.M.; THENCE NORTH 89°54'34" WEST ALONG THE NORTH LINE OF SAID SECTION 1, A DISTANCE OF 83.37 FEET; THENCE SOUTH 00°05'26" WEST, 45.07 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF SE 54TH STREET AND THE POINT OF BEGINNING; THENCE SOUTHEASTERLY ALONG SAID SOUTH RIGHT-OF-WAY LINE AND ALONG A CURVE CONCAVE SOUTHWESTERLY WHOSE RADIUS IS 30.00 FEET, WHOSE ARC LENGTH IS 24.81 FEET AND WHOSE CHORD BEARS SOUTH 32°39'08" EAST, 24.11 FEET; THENCE NORTH 61°31'22" WEST, 42.66 FEET TO THEIR SOUTH LINE OF AN EXISTING SIDEWALK EASEMENT AS SHOWN IN SAID CHAPMAN BROTHERS FARM PLAT 1; THENCE SOUTH 89°54'17" EAST ALONG SAID SOUTH LINE, 24.49 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.01 ACRES (289 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DATE OF SURVEY

APRIL 6, 2023

OWNER

THE INDUSTRIAL FUND ANKENY, LLC
TWO NEWTON PLACE, 255 WASHINGTON STREET
NEWTON, MA 02458

PROPERTY ADDRESS

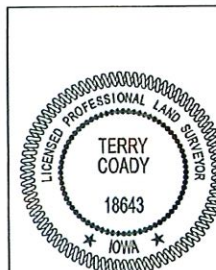
5500 SE DELAWARE AVENUE
ANKENY, IA 50021

BASIS OF BEARING

THE NORTH LINE OF SECTION 1-79-24 IS SAID TO BEAR N 89°54'34" W FOR THE PURPOSES OF THIS SURVEY.

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Plastic Cap #18643 (Unless Otherwise Noted)	●	○
ROW Marker	■	□
ROW Rail	I	Σ
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Yellow Plastic Cap	YPC	
Centerline	-----	
Section Line	-----	
1/4 Section Line	-----	
1/4 1/4 Section Line	-----	
Easement Line	-----	



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.

Terry Coady 1-30-2024
Terry Coady, PLS Date

License Number 18643

My License Renewal Date is December 31, 2025

Pages or sheets covered by this seal:
Sheets 1 and 2 of 2

SE DELAWARE AVE & SE 54TH STREET TRAFFIC SIGNAL - PARCEL 1

SHEET 1 OF 2

SIDEWALK EASEMENT PLAT

PN: 123.0251.01

FLD BK: 1300B, PG 54

DATE: 12-13-2023

PM/TECH: TLC/SDB



2727 S.W. SNYDER BLVD.
ANKENY, IA 50023 (515) 964-2020

EASEMENT PLAT

**LOT 1
CIRCUIT CITY PLAT 1
(BK 7225, PG 287)**

NW CORNER
NE1/4, NE1/4
SEC. 1-79-24
FOUND CUT "X"

SE 54TH STREET

NE CORNER
SEC. 6-79-24
FOUND CUT "X"
(TIES BK 11718, PG 19)

Point of Beginning

SIDEWALK EASEMENT
0.01 AC (289 SF)

SE DELAWARE AVENUE

**LOT 1
CHAPMAN BROTHERS
FARM PLAT 1
(BK 14253, PG 421-435)**

CURVE TABLE

CURVE NO.	DELTA	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING/DISTANCE
A-1R	89°54'26"RT	30.00'	47.08'	29.95'	S44°59'53"E 42.39'
C-1	47°23'09"RT	30.00'	24.81'	13.16'	S32°39'08"E 24.11'

SE DELAWARE AVE & SE 54TH STREET TRAFFIC SIGNAL - PARCEL 1

SIDEWALK EASEMENT PLAT

SNYDER & ASSOCIATES

2727 S.W. SNYDER BLVD.
ANKENY, IA 50023 (515) 964-2020

SHEET 2 OF 2
PN: 123.0251.01
FLD BK: 1300B, PG 5
DATE: 12-13-2023
PM/TECH: TLC/SDB

<u>CURVE NO.</u>	<u>DELTA</u>	<u>RADIUS</u>	<u>ARC LENGTH</u>	<u>TANGENT</u>	<u>CHORD BEARING/DISTANCE</u>
A-1R	89°54'26"RT	30.00'	47.08'	29.95'	S44°59'53"E 42.39'
C-1	47°23'09"RT	30.00'	24.81'	13.16'	S32°39'08"E 24.11'

SIDEWALK EASEMENT PLAT



SHEET 2 OF 2
PN: 123.0251.01
FLD BK: 1300B, PG 54
DATE: 12-13-2023
PMTECH: TLC/SDB

TEMPORARY CONSTRUCTION EASEMENT

KNOW ALL BY THESE PRESENTS:

The undersigned, THE INDUSTRIAL FUND ANKENY LLC, a Delaware limited liability company, (hereinafter referred to as "Grantor"), in consideration of mutual benefit and other valuable consideration in hand paid by the City of Ankeny, Iowa upon final approval and acceptance of this easement does hereby convey unto the City of Ankeny, Iowa, a municipal corporation, in the County of Polk, State of Iowa (hereinafter referred to as "Grantee"), a temporary construction easement under, across, and through the following described real estate:

See Attached Temporary Easement Exhibit

The above-described easement (the "Easement") is granted unto the City of Ankeny, Iowa, for the purpose of the access, construction, and installation of the following described public improvements:

SE DELAWARE AVENUE & SE 54TH STREET SIDEWALK (the "Project")

In connection herewith it is specifically agreed that by this Easement, the Grantee shall have the right to enter upon said Easement area as shall reasonably be necessary to construct, inspect, and repair, any and all of said improvements and all appurtenances thereto, together with the right to use said improvements and to traverse the Easement area as it deems necessary.

The Grantee shall restore and/or repair said described land after construction of the Project, to the condition prior to construction, pursuant to the plan for the Project.

This Easement shall only be for the period of time necessary to construct the Project. Such access shall not interfere with the rights of the Grantor to the use and enjoyment of said real estate. The duration of this Easement shall begin on the date on which it is executed by both parties and will cease following completion of the Project within the Easement area, which shall be acknowledged in writing via mailed notice from Grantee to Grantor. The termination provided for herein shall not operate to release Grantee, its contractor or subcontractors, from damages caused by the Grantee, its contractor or subcontractors.

To the fullest extent permitted by law, Grantee shall protect, indemnify, and hold the Grantor harmless, from any and all liabilities, claims, damages and losses, including reasonable attorneys' fees and court costs, resulting from or arising out of the negligence or willful misconduct of Grantee, its contractor or subcontractors, except to the extent caused by the gross negligence or willful misconduct of Grantor.

Grantee, at its sole cost, shall obtain any and all permits required to perform the Project in accordance with this Easement, and agrees that it will comply and require its contractor to comply with all local, state and federal statute and regulations in connection with undertaking the Project.

The Grantor does hereby covenant with the said Grantee, and successor-in-interest, that said Grantor holds said real estate by title in fee simple; that it has good and lawful authority to convey the same; and that said Grantor covenants to warrant and defend said Easement during the temporary construction period against the lawful claims of all persons whomsoever, except as may be herein stated.

[SIGNATURES ON FOLLOWING PAGES]

IN WITNESS WHEREOF, we have hereunto affixed our hands this _____ day of _____, 2024.

THE INDUSTRIAL FUND ANKENY LLC

Yael Duffy

By: Yael Duffy

Its: President & Chief Operating Officer

COMMONWEALTH OF MASSACHUSETTS

COUNTY: Middlesex, ss.

On this 9th day of July, 2024, before me, the undersigned notary public, personally appeared Yael Duffy, known to me to be the person whose name is signed on the preceding document, and acknowledged to me that she signed it voluntarily for its stated purpose, as authorized signatory of The Industrial Fund Ankeny LLC.



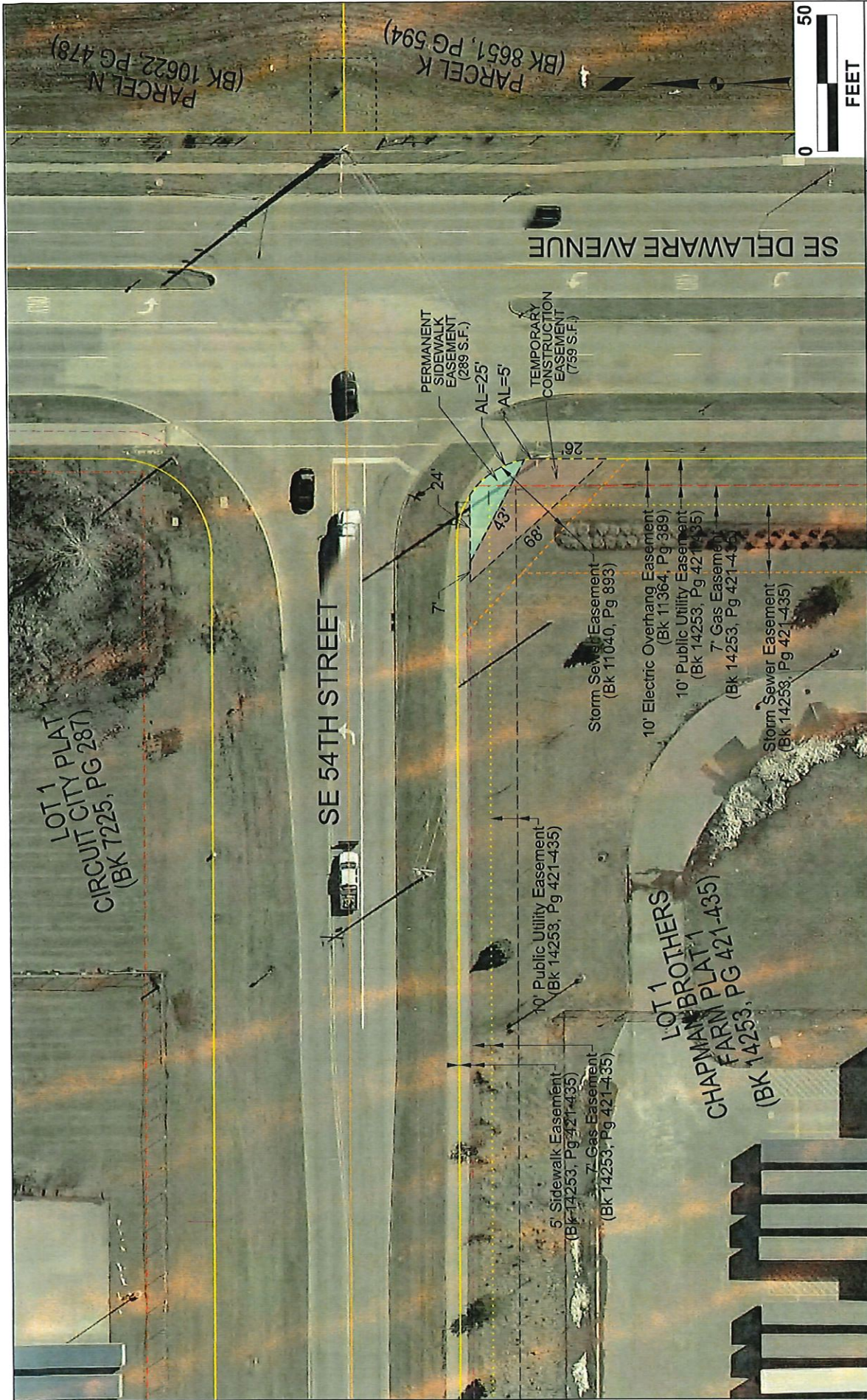
Paige Fasold
Notary Public Paige Fasold
My commission expires: 2/2/2029

ACCEPTANCE BY CITY

STATE OF IOWA, COUNTY OF POLK, ss:

I, Michelle Yuska, City Clerk of the City of Ankeny, Iowa, do hereby certify that the within and foregoing instrument was duly approved and accepted by the City Council of said City by Resolution No. _____, passed on the _____ day of _____, 2024 and this certificate is made pursuant to authority contained in said Resolution.

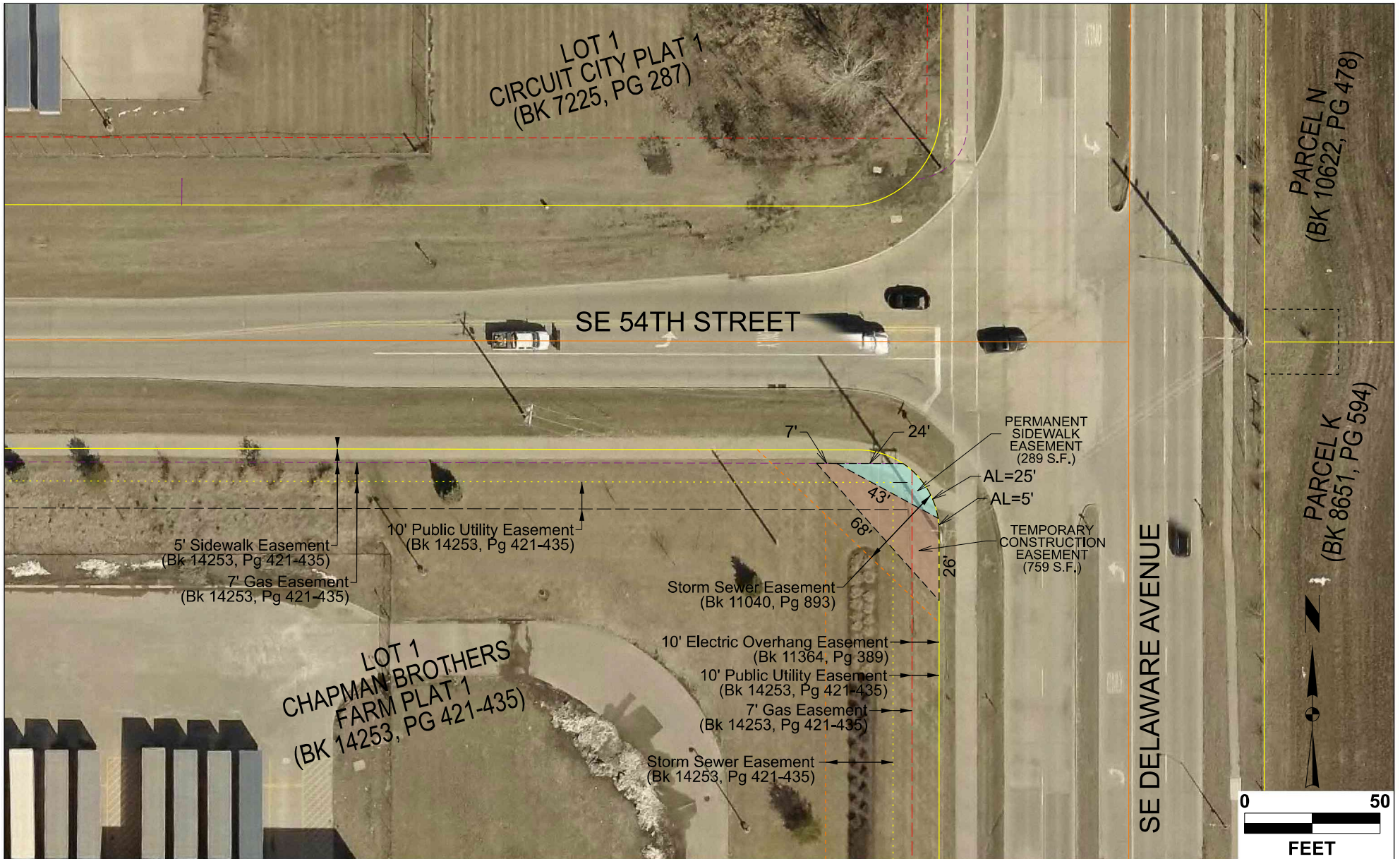
Signed this _____ day of _____, 2024.



PROJECT NAME - SE DELAWARE AVE & SE 54TH STREET TRAFFIC SIGNAL		SCALE: 1" = 50'
PARCEL 1 - THE INDUSTRIAL FUND ANKENY, LLC		PROJECT #: 123.0251.01
SHEET REFERENCE: EASEMENT EXHIBIT		DATE: DEC. 13, 2023



- = PROPOSED PERMANENT EASEMENT
- = PROPOSED TEMPORARY EASEMENT
- = PROPOSED EASEMENT LINE



- = PROPOSED PERMANENT EASEMENT
- = PROPOSED TEMPORARY EASEMENT
- = PROPOSED EASEMENT LINE

PROJECT NAME - SE DELAWARE AVE & SE 54TH STREET
TRAFFIC SIGNAL

PARCEL 1 - THE INDUSTRIAL FUND ANKENY, LLC



SHEET REFERENCE:
EASEMENT EXHIBIT

SCALE:
1" = 50'

PROJECT # :
123.0251.01

DATE:
DEC. 13, 2023



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:

Ankeny Senior Community Center: Consider motion to approve: a) Change Order #15 decreasing the contract amount by \$26,629.41; b) Certificate of Completion; c) **RESOLUTION** accepting the public improvements with Graphite Construction Group in the amount of \$5,983,901.04; and d) Pay Application #21, Release of Retainage in the amount of \$87,358.77.

EXECUTIVE SUMMARY:

The actions before the City Council are the approval of Change Order #15, a reduction of \$26,629.41 to offset additional engineering services required by the engineer to oversee the completion of the project beyond the contracted completion date; acceptance of the Certificate of Completion noting the project is complete with and construction costs totaling \$5,983,901.04; accepting the public improvement and starting the claim period; and approval of the Pay Application #21, releasing final retainage for the project in accordance with the terms of the construction contract in the amount of \$87,358.77.

FISCAL IMPACT: **Yes**

This item is specifically included in the City Council approved FY2025 budget as an obligated construction project from previous fiscal years. Sufficient funding exists for the approval of this item as

presented.

CITY MANAGER'S RECOMMENDATIONS:

The City Manager recommends approval of this item as presented.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

Resolution 2020-230; Resolution 2020-269; Resolution 2020-270; and Resolution 2020-281.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Change Order
 Certificate of Completion
 Pay Application
 Resolution

CHANGE ORDER FORM



Project Title: Ankeny Senior Community Center
Contractor: Graphite Construction Group
Address: 3401 106th Circle - Urbandale, Iowa 50322
Finance Budget Code: 905.2905.4412 **Finance Project #** 905.4412
Vendor Project or Invoice #: 0 **PO #** -
Original Contract Date: July 6, 2020 **Vendor #** 9893

Change Order Number: 15

Change Order Date: ~~June 25, 2024~~ August 5, 2024 MS

Purpose of Change Order: Changes to contract amount

Details of Change Order:

ITEM #	DESCRIPTION	UNITS	QUANTITY CHANGE	UNIT PRICE	EXTENDED PRICE
	CA 9 (\$10,000 shared city and Graphite)				\$ (5,000.00)
	CA 10				\$ (10,000.00)
	CA 11				\$ (7,500.00)
	CIDW (NEGOTIATED DEDUCT)				\$ (3,000.00)
	ADA RESTROOM (OWNER PAID WORK)				\$ (587.50)
	ROOF REPAIR (OWNER PAID WORK)				\$ (541.91)
					\$ -

Change Order Number: 15 makes the following adjustments to the Contract: \$ (26,629.41) ✓

Contractor Accepted: Graphite Construction Group

Signature: *[Signature]* Firm Name: Graphite Construction Group
 Date: 7/11/24

Engineer Approved: Shive-Hattery, Inc.

Signature: *[Signature]* Firm Name: Shive-Hattery, Inc.
 Date: 06/26/2024

Owner Accepted: City of Ankeny

Signature: _____ Title: _____
 Date: _____

Attest for Owner:

Signature: _____ Title: _____
 Date: _____

Record of Change Orders

#	Date	Amount
Original Contract Amount		\$ 5,654,000.00
1	Change Order #01	\$ 9,807.73
2	Change Order #02	\$ 207,701.89
3	Change Order #03	\$ 6,581.83
4	Change Order #04	\$ 12,792.16
5	Change Order #05	\$ 28,156.47
6	Change Order #06	\$ 9,944.33
7	Change Order #07	\$ 5,059.00
8	Change Order #08	\$ 8,321.83
9	Change Order #09	\$ 25,409.86
10	Change Order #10	\$ 6,436.00
11	Change Order #11	\$ 3,882.79
12	Change Order #12	\$ 15,411.62
13	Change Order #13	\$ 10,688.94
14	Change Order #14	\$ 6,336.00
15	Change Order #15	\$ (26,629.41)

Revised Contract Amount \$ 5,983,901.04

July 23, 2024

Mike Schrock, Assistant City Manager
410 W 1st St
Ankeny, IA 50023

RE: Final Payment of Held Retainage
Ankeny Senior Community Center
City of Ankeny

Dear Mike:

The above-referenced project is complete.

We are recommending final payment of held retainage to the contractor. If you believe that we have not completed our obligations under our Agreement, please contact me immediately. If you have any questions, feel free to contact me at rhinds@shive-hattery.com – Ph: 515.223.8104

We thank you for the opportunity to work with the City of Ankeny on this project.

Sincerely,

SHIVE-HATTERY, INC.



Ron Hinds
Project Manager

KAC/rh



APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Ankeny Senior Community Center
Contractor: Graphite Construction Group, Inc
Address: 1955 NE 58th Ave, Ste 100 - Des Moines, IA 50313
Finance Budget Code: 905.2905.4412 **Finance Project #** 905.4412
Vendor Project or Invoice #: **PO #** -
Original Contract Date: July 6, 2020 **Vendor #** 9893

Date of Council Meeting: **PAYMENT REQUEST #** 21
PAYMENT PERIOD: From: June 1, 2024 Through: June 30, 2024

Contract Summary

Original Contract Amount:	\$	5,654,000.00	
Net change by Change Orders:	\$	329,901.04	
Contract Amount to Date: (line 1 ± 2)	\$	5,983,901.04	
Total completed and stored to date:	\$	5,983,901.04	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	5,983,901.04	
Less previous applications for payment:	\$	5,896,542.27	
SUBTOTAL	\$		87,358.77

OTHER CHARGES (Attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 87,358.77

Balance to finish, including retainage: \$ -

Contract Time Remaining (If applicable) #

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: Graphite Construction Group, Inc
Firm Name
Signature: *[Signature]* Date: 07/17/2024

Engineer / Consultant Approval: Shive-Hattery, Inc.
Firm Name
Signature: *[Signature]* Date: 07-17-2024

City of Ankeny Staff Approval:
Signature: *[Signature]* Date: 07/17/2024

Submit to: Mike Schrock - Assistant City Manager
E-mail: mschrock@Ankenylowa.gov Phone: (515) 965-6420



1955 NE 58th Ave. Des Moines, IA 50313 | Suite 100 | PHONE: 515-278-9446 | info@graphitegrp.com

WAIVER OF CONSTRUCTION LIEN, PAYMENT BOND AND LIEN FUNDS

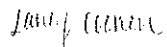
June 26, 2024

For good and valuable consideration, the undersigned hereby irrevocably and unconditionally waives and releases any and all (a) rights and claims for a construction or other lien on land and buildings being constructed, altered, erected or repaired and to the appurtenances thereunto, (b) rights and claims on any payment bond(s) furnished in conjunction with said construction, alteration, erection or repair, and (c) rights and claims for lien on money, bonds, or warrants due or to become due to the prime contractor therefor. The property covered by this waiver is owned by the City of Ankeny (owner), is located in Polk County is described as Ankeny Senior Community Center and this waiver pertains to a portion of the work to be performed by Graphite Construction Group, Inc. (prime contractor).

This waiver covers all labor, material and supplies for construction, alteration, erection, and repairs furnished by the undersigned under a contract for Ankeny Senior Community Center through the date of this waiver in the amount of Eighty Seven Thousand Three Hundred Fifty Eight Dollars and Seventy Seven Cents (\$87,358.77).

This lien waiver is not valid until the amount listed above has been received.

Company Name Graphite Construction Group, Inc.

By 
Laney Coenen
Accounting

Contractor Waiver Form

AIA Type Document
Application and Certification for Payment

Page 1 of 13

TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
_ OWNER
_ ARCHITECT
_ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL CONTRACT SUM\$ 5,654,000.00 ✓
2. Net Change by Change Orders\$ 329,901.04 ✓
3. CONTRACT SUM TO DATE (Line 1 + 2)\$ 5,983,901.04 ✓
4. TOTAL COMPLETED AND STORED TO DATE\$ 5,983,901.04
5. RETAINAGE:
- a. 0.00 % of Completed Work\$ 0.00
- b. 0.00 % of Stored Material\$ 0.00
- Total retainage (Line 5a + 5b)\$ 0.00
6. TOTAL EARNED LESS RETAINAGE\$ 5,983,901.04
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)\$ 5,896,542.27
8. CURRENT PAYMENT DUE\$ 87,358.77 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)\$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	356,530.45	0.00
Total approved this Month	0.00	-26,629.41 ✓
TOTALS	356,530.45	-26,629.41
NET CHANGES by Change Order	329,901.04	

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 amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR: Graphite Construction Group
1955 NE 58th Ave, Ste 100 Des Moines, IA 50313

By: [Signature] Date: 06/26/2024

State of: Iowa

County of: Polk

Subscribed and Sworn to before me this 26 Day of June 2024

Notary Public: [Signature]

My Commission Expires : 04/30/2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED\$ 87,358.77 ✓

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: [Signature] Date: 07/15/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Page 2 of 13

DISTRIBUTION
TO:
_ OWNER
_ ARCHITECT
_ CONTRACTOR

ARCHITECT'S
PROJECT NO:**CONTRACT DATE:**

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
General Conditions									
1	General Conditions	216,292.18	216,292.18	0.00	0.00	216,292.18	100.00	0.00	0.00
2	Surveying	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00	0.00	0.00
3	Bond	48,739.00	48,739.00	0.00	0.00	48,739.00	100.00	0.00	0.00
4	Overhead and Fee	141,350.00	141,350.00	0.00	0.00	141,350.00	100.00	0.00	0.00
Existing Conditions									
024113	L-Selective Site Demolition	54,200.00	54,200.00	0.00	0.00	54,200.00	100.00	0.00	0.00
Concrete									
033000.1	M-Foundation	105,028.00	105,028.00	0.00	0.00	105,028.00	100.00	0.00	0.00
033000.2	L-Foundation	137,479.00	137,479.00	0.00	0.00	137,479.00	100.00	0.00	0.00
033000.3	L-SOG	34,598.00	34,598.00	0.00	0.00	34,598.00	100.00	0.00	0.00
033000.4	M-SOG	110,305.00	110,305.00	0.00	0.00	110,305.00	100.00	0.00	0.00
033000.5	L-SOD	10,975.00	10,975.00	0.00	0.00	10,975.00	100.00	0.00	0.00
033000.6	M-SOD	25,061.00	25,061.00	0.00	0.00	25,061.00	100.00	0.00	0.00
033000.7	L/M-Mis. Concrete	8,010.00	8,010.00	0.00	0.00	8,010.00	100.00	0.00	0.00
033000.8	L-Foundation Backfill	26,545.00	26,545.00	0.00	0.00	26,545.00	100.00	0.00	0.00
033511.1	L-Polished Concrete	10,400.00	10,400.00	0.00	0.00	10,400.00	100.00	0.00	0.00
033511.2	M-Polished Concrete	2,600.00	2,600.00	0.00	0.00	2,600.00	100.00	0.00	0.00
033511.3	Concrete Sealer	569.00	569.00	0.00	0.00	569.00	100.00	0.00	0.00
033511.4	Grout Columns	2,205.00	2,205.00	0.00	0.00	2,205.00	100.00	0.00	0.00
Masonry									

AIA Type Document
Application and Certification for Payment

Page 3 of 13

TO (OWNER): 250 NW Ash Drive
 Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
 250 NW Ash Drive
 Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
 1955 NE 58th Ave, Ste 100
 Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
042000.1	L-Brick	83,500.00	83,500.00	0.00	0.00	83,500.00	100.00	0.00	0.00
042000.2	M-Brick	225,500.00	225,500.00	0.00	0.00	225,500.00	100.00	0.00	0.00
042000.3	L-CMU	31,500.00	31,500.00	0.00	0.00	31,500.00	100.00	0.00	0.00
042000.4	M-CMU	19,500.00	19,500.00	0.00	0.00	19,500.00	100.00	0.00	0.00
042000.5	M-Masonry Reinforcing	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	0.00	0.00
Metals									
051200.1	M-Structural Steel Framing	327,286.00	327,286.00	0.00	0.00	327,286.00	100.00	0.00	0.00
051200.2	L-Structural Steel Framing	131,254.00	131,254.00	0.00	0.00	131,254.00	100.00	0.00	0.00
052100.1	M-Steel Joist Framing	20,625.00	20,625.00	0.00	0.00	20,625.00	100.00	0.00	0.00
052100.2	L-Steel Joist Framing	106,253.00	106,253.00	0.00	0.00	106,253.00	100.00	0.00	0.00
053100.1	M-Steel Decking	41,871.00	41,871.00	0.00	0.00	41,871.00	100.00	0.00	0.00
053100.2	L-Steel Decking	17,212.00	17,212.00	0.00	0.00	17,212.00	100.00	0.00	0.00
054000.1	M-Cold Formed Metal Framing	55,518.00	55,518.00	0.00	0.00	55,518.00	100.00	0.00	0.00
054000.2	L-Cold Formed Metal Framing	155,732.00	155,732.00	0.00	0.00	155,732.00	100.00	0.00	0.00
055000.1	M-Metal Fabrications	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00	0.00	0.00
055000.2	L-Metal Fabrications	31,842.00	31,842.00	0.00	0.00	31,842.00	100.00	0.00	0.00
055113.1	M-Metal Pan Stairs	36,430.00	36,430.00	0.00	0.00	36,430.00	100.00	0.00	0.00
055113.2	L-Metal Pan Stairs	11,135.00	11,135.00	0.00	0.00	11,135.00	100.00	0.00	0.00
Wood and Plastics									
061000.1	M-Rough Carpentry	20,523.00	20,523.00	0.00	0.00	20,523.00	100.00	0.00	0.00
06100.2	L-Rough Carpentry	51,387.00	51,387.00	0.00	0.00	51,387.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

Page 4 of 13

TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
062023	L-Finish Carpentry	24,000.00	24,000.00	0.00	0.00	24,000.00	100.00	0.00	0.00
064023	M-Casework/Millwork	55,554.00	55,554.00	0.00	0.00	55,554.00	100.00	0.00	0.00
Thermal and Moisture									
071400	Fluid applied waterproof	540.00	540.00	0.00	0.00	540.00	100.00	0.00	0.00
072119.1	L-Foamed in place Insulation	6,282.00	6,282.00	0.00	0.00	6,282.00	100.00	0.00	0.00
072119.2	M-Foamed in place insulation	48,127.00	48,127.00	0.00	0.00	48,127.00	100.00	0.00	0.00
072200.1	M-Roof and Deck Insulation	78,720.00	78,720.00	0.00	0.00	78,720.00	100.00	0.00	0.00
072200.2	L-Roof and Deck Insulation	21,500.00	21,500.00	0.00	0.00	21,500.00	100.00	0.00	0.00
072500.1	M-Weather Barriers	28,010.00	28,010.00	0.00	0.00	28,010.00	100.00	0.00	0.00
072500.2	L-Weather Barriers	25,751.59	25,751.59	0.00	0.00	25,751.59	100.00	0.00	0.00
074213.1	M-Metal Wall Panels	39,000.00	39,000.00	0.00	0.00	39,000.00	100.00	0.00	0.00
074213.2	L-Metal Wall Panels	31,685.00	31,685.00	0.00	0.00	31,685.00	100.00	0.00	0.00
074646.1	M-Fiber cement siding	27,328.00	27,328.00	0.00	0.00	27,328.00	100.00	0.00	0.00
074646.2	L-Fiber cement siding	40,992.00	40,992.00	0.00	0.00	40,992.00	100.00	0.00	0.00
075130.1	M-Elastomeric Membrane Roofing- Fully Adhered	33,630.00	33,630.00	0.00	0.00	33,630.00	100.00	0.00	0.00
075130.2	L-Elastomeric Membrane Roofing- Fully Adhered	37,365.00	37,365.00	0.00	0.00	37,365.00	100.00	0.00	0.00
076200.1	M-Sheet Metal Flashing & Trim	15,450.00	15,450.00	0.00	0.00	15,450.00	100.00	0.00	0.00
076200.2	L-Sheet Metal Flashing & Trim	12,450.00	12,450.00	0.00	0.00	12,450.00	100.00	0.00	0.00
077200	Roof Accessories	600.00	600.00	0.00	0.00	600.00	100.00	0.00	0.00
078400	Firestopping	4,760.00	4,760.00	0.00	0.00	4,760.00	100.00	0.00	0.00
079000	Caulking	10,460.00	10,460.00	0.00	0.00	10,460.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

Page 5 of 13

TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
Openings									
081113	M-Hollow Metal Doors & Frames	26,610.00	26,610.00	0.00	0.00	26,610.00	100.00	0.00	0.00
081416	M-Flush Wood Doors	10,630.00	10,630.00	0.00	0.00	10,630.00	100.00	0.00	0.00
083113	M-Access Doors	200.00	200.00	0.00	0.00	200.00	100.00	0.00	0.00
083313.1	M-Coiling Counter Doors	5,315.00	5,315.00	0.00	0.00	5,315.00	100.00	0.00	0.00
083313.2	L-Coiling Counter Doors	460.00	460.00	0.00	0.00	460.00	100.00	0.00	0.00
084113.1	L-Engineering, Submittals	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00	0.00	0.00
084113.2	L-Aluminum Framed Entrances & Storefronts (& Lift Rental)	17,588.00	17,588.00	0.00	0.00	17,588.00	100.00	0.00	0.00
084113.3	M-Aluminum Framed Entrances & Storefronts	77,036.00	77,036.00	0.00	0.00	77,036.00	100.00	0.00	0.00
084413.1	L-Glazed Aluminum Curtain Walls	27,544.00	27,544.00	0.00	0.00	27,544.00	100.00	0.00	0.00
084413.2	M-Glazed Aluminum Curtain Walls	38,200.00	38,200.00	0.00	0.00	38,200.00	100.00	0.00	0.00
087100	M-Door Hardware	37,560.00	37,560.00	0.00	0.00	37,560.00	100.00	0.00	0.00
088000.1	M-Glazing	6,050.00	6,050.00	0.00	0.00	6,050.00	100.00	0.00	0.00
088000.2	L-Glazing	5,250.00	5,250.00	0.00	0.00	5,250.00	100.00	0.00	0.00
Finishes									
092116.1	M-Gypsum Board Assemblies	42,996.00	42,996.00	0.00	0.00	42,996.00	100.00	0.00	0.00
092116.2	L-Gypsum Board Assemblies	100,324.00	100,324.00	0.00	0.00	100,324.00	100.00	0.00	0.00
093000.1	M-Tiling	15,180.00	15,180.00	0.00	0.00	15,180.00	100.00	0.00	0.00
093000.2	L-Tiling	18,464.00	18,464.00	0.00	0.00	18,464.00	100.00	0.00	0.00
095113.1	M-Acoustical Panel Ceiling	29,305.00	29,305.00	0.00	0.00	29,305.00	100.00	0.00	0.00
095113.2	L-Acoustical Panel Ceiling	24,354.00	24,354.00	0.00	0.00	24,354.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

Page 6 of 13

TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
096500.1	M-Resilient Flooring	12,371.00	12,371.00	0.00	0.00	12,371.00	100.00	0.00	0.00
096500.2	L-Resilient Flooring	7,743.00	7,743.00	0.00	0.00	7,743.00	100.00	0.00	0.00
096566.1	M-Resilient Athletic Flooring	61,366.00	61,366.00	0.00	0.00	61,366.00	100.00	0.00	0.00
096566.2	L-Resilient Athletic Flooring	36,560.00	36,560.00	0.00	0.00	36,560.00	100.00	0.00	0.00
096813.1	M-Tile Carpeting	24,898.00	24,898.00	0.00	0.00	24,898.00	100.00	0.00	0.00
096813.2	L-Tile Carpeting	6,418.00	6,418.00	0.00	0.00	6,418.00	100.00	0.00	0.00
097700	Fiberglass Reinforced Panels	1,688.50	1,688.50	0.00	0.00	1,688.50	100.00	0.00	0.00
098430	Sound Absorbing Wall and Ceiling Units	12,025.00	12,025.00	0.00	0.00	12,025.00	100.00	0.00	0.00
099113.1	L-Exterior Painting	1,498.00	1,498.00	0.00	0.00	1,498.00	100.00	0.00	0.00
099113.2	M-Exterior Painting	642.00	642.00	0.00	0.00	642.00	100.00	0.00	0.00
099123.1	L-Interior Painting	42,048.00	42,048.00	0.00	0.00	42,048.00	100.00	0.00	0.00
099123.2	M-Interior Painting	10,512.00	10,512.00	0.00	0.00	10,512.00	100.00	0.00	0.00
099600.1	L-High Performance Coatings	4,053.00	4,053.00	0.00	0.00	4,053.00	100.00	0.00	0.00
099600.2	M-High Performance Coatings	1,737.00	1,737.00	0.00	0.00	1,737.00	100.00	0.00	0.00
Specialties									
101400.1	L-Signage	1,355.00	1,355.00	0.00	0.00	1,355.00	100.00	0.00	0.00
101400.2	M-Signage	4,705.23	4,705.23	0.00	0.00	4,705.23	100.00	0.00	0.00
102113	M-Toilet Compartments	3,759.00	3,759.00	0.00	0.00	3,759.00	100.00	0.00	0.00
102600	M-Wall and Door Protection	2,521.00	2,521.00	0.00	0.00	2,521.00	100.00	0.00	0.00
102800	M-Toilet, Bath, and Laundry Accessories	8,915.00	8,915.00	0.00	0.00	8,915.00	100.00	0.00	0.00
104416	M-Fire Extinguisher	1,365.00	1,365.00	0.00	0.00	1,365.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

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TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
107500.1	M-Flagpole	1,234.00	1,234.00	0.00	0.00	1,234.00	100.00	0.00	0.00
107500.2	L-Flagpole	450.00	450.00	0.00	0.00	450.00	100.00	0.00	0.00
Equipment									
114000.1	M-Food Service Equipment	21,157.00	21,157.00	0.00	0.00	21,157.00	100.00	0.00	0.00
114000.2	L-Food Service Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00	0.00	0.00
116623.1	L-Gymnasium Equipment	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00	0.00	0.00
116623.2	M-Gymnasium Equipment	10,600.00	10,600.00	0.00	0.00	10,600.00	100.00	0.00	0.00
Furnishings									
122400.1	M-Window shades	11,390.00	11,390.00	0.00	0.00	11,390.00	100.00	0.00	0.00
122400.2	L-Window shades	2,298.00	2,298.00	0.00	0.00	2,298.00	100.00	0.00	0.00
Conveying Equipment									
142100.1	M-Electric Traction Elevator	50,250.00	50,250.00	0.00	0.00	50,250.00	100.00	0.00	0.00
142100.2	L-Electric Traction Elevator	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00	0.00	0.00
142100.3	L-Shop Drawings	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00	0.00	0.00
Fire Suppression									
211313.1	L-Wet and Dry Pipe Fire Suppression Sprinkler Systems	40,341.00	40,341.00	0.00	0.00	40,341.00	100.00	0.00	0.00
211313.2	M-Wet and Dry Pipe Fire Suppression Sprinkler Systems	20,259.00	20,259.00	0.00	0.00	20,259.00	100.00	0.00	0.00
Mechanical									
01.1	L-Mobilization	46,530.00	46,530.00	0.00	0.00	46,530.00	100.00	0.00	0.00
01.2	M-General Conditions	43,520.00	43,520.00	0.00	0.00	43,520.00	100.00	0.00	0.00
221116.1	M-Domestic Water piping	61,079.00	61,079.00	0.00	0.00	61,079.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

Page 8 of 13

TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
221116.2	L-Domestic Water piping	88,517.00	88,517.00	0.00	0.00	88,517.00	100.00	0.00	0.00
221316.1	M-Sanitary Waste piping	38,082.00	38,082.00	0.00	0.00	38,082.00	100.00	0.00	0.00
221316.2	L-Sanitary Waste piping	40,575.00	40,575.00	0.00	0.00	40,575.00	100.00	0.00	0.00
224000	M-Plumbing fixtures	58,508.00	58,508.00	0.00	0.00	58,508.00	100.00	0.00	0.00
230593	L-Testing and balancing HVAC	9,885.00	9,885.00	0.00	0.00	9,885.00	100.00	0.00	0.00
230700.1	M-HVAC and Plumbing Insulation	21,630.00	21,630.00	0.00	0.00	21,630.00	100.00	0.00	0.00
230700.2	L-HVAC and Plumbing Insulation	40,170.00	40,170.00	0.00	0.00	40,170.00	100.00	0.00	0.00
230900.1	L-Instrumentation and Control for HVAC	27,800.00	27,800.00	0.00	0.00	27,800.00	100.00	0.00	0.00
230900.2	M-Instrumentation and Control for HVAC	52,104.00	52,104.00	0.00	0.00	52,104.00	100.00	0.00	0.00
232113.1	L-Hydronic Piping	56,062.00	56,062.00	0.00	0.00	56,062.00	100.00	0.00	0.00
232113.2	M-Hydronic Piping	28,490.00	28,490.00	0.00	0.00	28,490.00	100.00	0.00	0.00
232123.1	M-Hydronic Pumps	18,700.00	18,700.00	0.00	0.00	18,700.00	100.00	0.00	0.00
232123.2	L-Hydronic Pumps	1,760.00	1,760.00	0.00	0.00	1,760.00	100.00	0.00	0.00
233113.1	L-Metal Ducts	118,890.00	118,890.00	0.00	0.00	118,890.00	100.00	0.00	0.00
233113.2	M-Metal Ducts	28,413.00	28,413.00	0.00	0.00	28,413.00	100.00	0.00	0.00
233600.1	L-Air Terminal units	1,980.00	1,980.00	0.00	0.00	1,980.00	100.00	0.00	0.00
233600.2	M-Air Terminal units	9,975.00	9,975.00	0.00	0.00	9,975.00	100.00	0.00	0.00
233713.1	L-Diffusers, Registers, and Grilles	3,200.00	3,200.00	0.00	0.00	3,200.00	100.00	0.00	0.00
233713.2	M-Diffusers, Registers, and Grilles	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	0.00
233813.1	M-Commercial Kitchen hood	11,600.00	11,600.00	0.00	0.00	11,600.00	100.00	0.00	0.00
233813.2	L-Commercial Kitchen hood	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

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TO (OWNER): 250 NW Ash Drive
 Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
 250 NW Ash Drive
 Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
 1955 NE 58th Ave, Ste 100
 Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
235215.1	L-Heating Boilers	880.00	880.00	0.00	0.00	880.00	100.00	0.00	0.00
235215.2	M-Heating Boilers	13,800.00	13,800.00	0.00	0.00	13,800.00	100.00	0.00	0.00
237200.1	M-Air to air energy recovery	8,610.00	8,610.00	0.00	0.00	8,610.00	100.00	0.00	0.00
237200.2	L-Air to air energy recovery	960.00	960.00	0.00	0.00	960.00	100.00	0.00	0.00
237416.1	M-Packaged RTU	204,750.00	204,750.00	0.00	0.00	204,750.00	100.00	0.00	0.00
237416.2	L-Packaged RTU	5,400.00	5,400.00	0.00	0.00	5,400.00	100.00	0.00	0.00
238126.1	M-Split system AC	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	0.00
238126.2	L-Split system AC	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00	0.00	0.00
238223.1	M-Convectors and fin tube	18,700.00	18,700.00	0.00	0.00	18,700.00	100.00	0.00	0.00
238223.2	L-Convectors and fin tube	5,810.00	5,810.00	0.00	0.00	5,810.00	100.00	0.00	0.00
238239.1	M-Unit heaters	2,100.00	2,100.00	0.00	0.00	2,100.00	100.00	0.00	0.00
238239.2	L-Unit heaters	220.00	220.00	0.00	0.00	220.00	100.00	0.00	0.00
Electrical									
MISC1	M-Mobilization	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00	0.00	0.00
MISC2	L-Mobilization	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00	0.00	0.00
260519.1	L-Low voltage cables	31,838.00	31,838.00	0.00	0.00	31,838.00	100.00	0.00	0.00
260519.2	M-Low voltage cables	28,500.00	28,500.00	0.00	0.00	28,500.00	100.00	0.00	0.00
260533.1	L-Conduit and Boxes	40,018.00	40,018.00	0.00	0.00	40,018.00	100.00	0.00	0.00
260533.2	M-Conduit and Boxes	20,250.00	20,250.00	0.00	0.00	20,250.00	100.00	0.00	0.00
260573	L-Power System Study	2,350.00	2,350.00	0.00	0.00	2,350.00	100.00	0.00	0.00
260923.1	M-Lighting control devices	19,855.00	19,855.00	0.00	0.00	19,855.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

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TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
260923.2	L-Lighting control devices	2,800.00	2,800.00	0.00	0.00	2,800.00	100.00	0.00	0.00
262100.1	M-Low voltage service entrance	2,982.00	2,982.00	0.00	0.00	2,982.00	100.00	0.00	0.00
262100.2	L-Low voltage service entrance	5,850.00	5,850.00	0.00	0.00	5,850.00	100.00	0.00	0.00
262416.1	M-Panelboards	12,907.22	12,907.22	0.00	0.00	12,907.22	100.00	0.00	0.00
262416.2	L-Panelboards	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00	0.00	0.00
262726.1	M-Wiring Devices	1,450.00	1,450.00	0.00	0.00	1,450.00	100.00	0.00	0.00
262726.2	L-Wiring Devices	1,350.00	1,350.00	0.00	0.00	1,350.00	100.00	0.00	0.00
262813	M-Fuses	59.62	59.62	0.00	0.00	59.62	100.00	0.00	0.00
262816.1	M-Enclosed Switches	965.00	965.00	0.00	0.00	965.00	100.00	0.00	0.00
262816.2	L-Enclosed Switches	350.00	350.00	0.00	0.00	350.00	100.00	0.00	0.00
262923.1	M-Variable Frequency Motor Controllers	3,206.52	3,206.52	0.00	0.00	3,206.52	100.00	0.00	0.00
262923.2	L-Variable Frequency Motor Controllers	300.00	300.00	0.00	0.00	300.00	100.00	0.00	0.00
263323.1	M-Central Battery equipment	22,085.00	22,085.00	0.00	0.00	22,085.00	100.00	0.00	0.00
263323.2	L-Central Battery equipment	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00	0.00	0.00
265100.1	M-Interior Lighting	78,871.00	78,871.00	0.00	0.00	78,871.00	100.00	0.00	0.00
265100.2	L-Interior Lighting	9,714.75	9,714.75	0.00	0.00	9,714.75	100.00	0.00	0.00
265100.3	M-Exterior Lighting	14,191.00	14,191.00	0.00	0.00	14,191.00	100.00	0.00	0.00
265100.4	L-Exterior Lighting	530.00	530.00	0.00	0.00	530.00	100.00	0.00	0.00
265100.5	M-Pole bases, transformer pad	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00	0.00	0.00
265100.6	L-Pole bases, transformer pad	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00	0.00	0.00

Communications

**AIA Type Document
Application and Certification for Payment**

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TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
_ **OWNER**
_ **ARCHITECT**
_ **CONTRACTOR**

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
270000.1	M-Communication Systems	12,155.80	12,155.80	0.00	0.00	12,155.80	100.00	0.00	0.00
270000.2	L-Communication Systems	5,445.72	5,445.72	0.00	0.00	5,445.72	100.00	0.00	0.00
Electronic Safety and Security									
280000.1	M-Fire Alarm and Detection Systems	7,392.00	7,392.00	0.00	0.00	7,392.00	100.00	0.00	0.00
280000.2	L-Fire Alarm and Detection Systems	4,003.37	4,003.37	0.00	0.00	4,003.37	100.00	0.00	0.00
Site Work									
312001	L-Earthwork	80,729.00	80,729.00	0.00	0.00	80,729.00	100.00	0.00	0.00
312002	Building Pad	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00	0.00	0.00
312003	Temp Stabilization	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exterior Improvements									
321313.1	L-6" trickle channel	5,220.00	5,220.00	0.00	0.00	5,220.00	100.00	0.00	0.00
321313.2	M-6" trickle channel	2,670.00	2,670.00	0.00	0.00	2,670.00	100.00	0.00	0.00
321313.3	L-7" PCC	26,933.50	26,933.50	0.00	0.00	26,933.50	100.00	0.00	0.00
321313.4	M-7" PCC	77,279.00	77,279.00	0.00	0.00	77,279.00	100.00	0.00	0.00
321319.1	L-5" sidewalk	14,555.00	14,555.00	0.00	0.00	14,555.00	100.00	0.00	0.00
321319.2	M-5" sidewalk	11,353.00	11,353.00	0.00	0.00	11,353.00	100.00	0.00	0.00
321723.13	Painted Pavement Markings	1,495.00	1,495.00	0.00	0.00	1,495.00	100.00	0.00	0.00
321724	Parking Lot Signage	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00	0.00	0.00
321725	Parking Lot Cleaning	500.00	500.00	0.00	0.00	500.00	100.00	0.00	0.00
321726	Wheel Stops	440.00	440.00	0.00	0.00	440.00	100.00	0.00	0.00
321727	Fencing	6,900.00	6,900.00	0.00	0.00	6,900.00	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

Page 12 of 13

TO (OWNER): 250 NW Ash Drive
Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
250 NW Ash Drive
Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
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☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
1955 NE 58th Ave, Ste 100
Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
329100.1	M-Landscape planting	13,810.00	13,810.00	0.00	0.00	13,810.00	100.00	0.00	0.00
329100.2	L-Landscape planting	8,760.00	8,760.00	0.00	0.00	8,760.00	100.00	0.00	0.00
329200.1	M-Seeding/Sod	9,216.00	8,216.00	1,000.00	0.00	9,216.00	100.00	0.00	0.00
329200.2	L-Seeding/Sod	5,245.00	4,245.00	1,000.00	0.00	5,245.00	100.00	0.00	0.00
329201	L-Sod Watering	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00	0.00	0.00
Utilities									
331100.1	M-Water	10,785.00	10,785.00	0.00	0.00	10,785.00	100.00	0.00	0.00
331100.2	L-Water	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00	0.00	0.00
333100.1	M-Sanitary Sewer	3,800.00	3,800.00	0.00	0.00	3,800.00	100.00	0.00	0.00
333100.2	L-Sanitary Sewer	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00	0.00	0.00
334100.1	M-Storm Utility Drainage Piping	72,986.00	72,986.00	0.00	0.00	72,986.00	100.00	0.00	0.00
334100.2	L-Storm Utility Drainage Piping	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00	0.00	0.00
Change Orders									
CO 1	COR-001 thru 008	9,807.73	9,807.73	0.00	0.00	9,807.73	100.00	0.00	0.00
CO 2	PR 7	207,701.89	207,701.89	0.00	0.00	207,701.89	100.00	0.00	0.00
CO 3	PR5, PR10, COR012, COR013	6,581.83	6,581.83	0.00	0.00	6,581.83	100.00	0.00	0.00
CO 4	COR-014 thru 022	12,792.16	12,792.16	0.00	0.00	12,792.16	100.00	0.00	0.00
CO 5	COR-023R2 thru 028	28,156.47	28,156.47	0.00	0.00	28,156.47	100.00	0.00	0.00
CO 6	COR-030 thru 032	9,944.33	9,944.33	0.00	0.00	9,944.33	100.00	0.00	0.00
CO 7	COR-033,034,035,037,038	5,059.00	5,059.00	0.00	0.00	5,059.00	100.00	0.00	0.00
CO 8	COR-036, 039-044	8,321.83	8,321.83	0.00	0.00	8,321.83	100.00	0.00	0.00

AIA Type Document
Application and Certification for Payment

Page 13 of 13

TO (OWNER): 250 NW Ash Drive
 Ankeny, IA 50023

PROJECT: Ankeny Senior Community Center
 250 NW Ash Drive
 Ankeny, IA 50023

APPLICATION NO: 21
PERIOD TO: 6/30/2024

DISTRIBUTION
TO:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

FROM (CONTRACTOR): Graphite Construction Group
 1955 NE 58th Ave, Ste 100
 Des Moines, IA 50313

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
CO 9	COR-046, 048-050	25,409.86	25,409.86	0.00	0.00	25,409.86	100.00	0.00	0.00
CO 10	COR-051, 052	6,436.00	6,436.00	0.00	0.00	6,436.00	100.00	0.00	0.00
CO 11	COR-045R,053R,055	3,882.79	3,882.79	0.00	0.00	3,882.79	100.00	0.00	0.00
CO 12	COR-056R	15,411.62	15,411.62	0.00	0.00	15,411.62	100.00	0.00	0.00
CO 13	COR-059	10,688.94	0.00	10,688.94	0.00	10,688.94	100.00	0.00	0.00
CO 14	COR-064R	6,336.00	0.00	6,336.00	0.00	6,336.00	100.00	0.00	0.00
CO 15	CO 15	-26,629.41	0.00	-26,629.41	0.00	-26,629.41	100.00	0.00	0.00
REPORT TOTALS		\$5,983,901.04	\$5,991,505.51	\$-7,604.47	\$0.00	\$5,983,901.04	100.00	\$0.00	\$0.00

Council Member _____ introduced the following Resolution entitled "RESOLUTION ACCEPTING THE ANKENY SENIOR COMMUNITY CENTER", 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 ACCEPTING THE ANKENY SENIOR COMMUNITY CENTER

WHEREAS, on the 6th day of July, 2020, the Mayor and Clerk of the City of Ankeny, Iowa, entered into a construction contract with Graphite Construction Group of Urbandale, Iowa, for the construction of certain public improvements generally described as the Ankeny Senior Community Center; and

WHEREAS, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the certificate of the Architect filed with the Clerk on August 5, 2024:

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

Section 1. That the report of the Architect be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$5,983,901.04, as shown in the report of the Architect.

PASSED AND APPROVED this 5th day of August, 2024.

Mayor

ATTEST:

City Clerk



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
Municipal Utilities

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
No Review Required

SUBJECT:

2024 CIPP Lining Project: Consider motion to approve: a) Certificate of Completion;
b) **RESOLUTION** accepting the public improvements with Municipal Pipe Tool Company, L.L.C., of Hudson, Iowa in the amount of \$584,162.73; c) Approval of Change Order #1 in the amount of \$7,680.23; d) Final Payment #3 in the amount of \$86,809.79 / Release of Retainage in the amount of \$29,208.15.

EXECUTIVE SUMMARY:

The actions before the council are the acceptance of the Certificate of Completion, passage of a Resolution accepting the public improvements, approval of change order #1, and payment #2 (final) and retainage payment to Municipal Pipe Tool Company on the 2024 Sanitary Sewer Maintenance Program - CIPP Lining Project.

The 2024 Sanitary Sewer Maintenance Program - CIPP Lining Project is now complete including all final punch-list items. A series of actions are needed in order to close out this construction project:

1. Engineer's Certificate of Completion: The attached Certificate of Completion from the project engineer

states that the work performed was in substantial conformance with the plans and specifications and that the final contract amount is \$584,162.73.

2. Resolution accepting the public improvements: This resolution approves and adopts the engineer's Certificate of Completion on the 2024 Sanitary Sewer Maintenance Program - CIPP Lining Project and establishes the final contract amount to be \$584,162.73.

3. Final Payment: Municipal Pipe Tool = \$86,809.79

Retainage Payment: Municipal Pipe Tool = \$29,208.15

It is recommended that the retainage payment on the project be approved for payment 31 days from the date of acceptance of the project, in accordance with the terms of the contract.

FISCAL IMPACT: No

The above payments will facilitate the final completion of this project, which was funded through the 2024 - 2028 Capital Improvements Program.

CITY MANAGER'S RECOMMENDATIONS:

It is recommended that the council take the following actions:

1. Accept the Certificate of Completion from the project engineer for the 2024 CIPP Lining Project;

2. Adopt the Resolution accepting the 2024 CIPP Lining Project with Municipal Pipe Tool in the final contract amount of \$584,162.73;

3) Approve change order #1 in the amount of \$7,680.23; and

4. Authorize final payment to Municipal Pipe Tool in the amount of \$86,809.79 and release of retainage payment in the amount of \$29,208.15 in accordance with the terms of the contract.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Pay App #2 (FINAL)
 Change Order #1
 Estimate (Invoice) No. 2
 Certificate of Completion
 Resolution

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: 2024 CIPP Lining Project
Contractor: Municipal Pipe Tool Company, LLC
Address: 515 5th Street - PO Box 398, Hudson, IA 50643
Finance Budget Code: 650.3650.4452 Finance Project #: 650.4452
Vendor Project #: Purchase Order #:
Original Contract Date: April 1, 2024 Vendor Account #: 6750

Date of Council Meeting: August 5, 2024 Payment Application #: 2 (FINAL)
Payment Period: From: June 18, 2024 Through: July 10, 2024

Contract Summary:

Original Contract Amount:	\$	576,482.50	
Net Change by Change Orders:	\$	7,680.23	
Contract Amount to Date: (line 1 ± 2)	\$	584,162.73	
Total Completed and Stored to Date:	\$	584,162.73	
Retainage: 5 % of Completed Work:	\$	29,208.14	
Total Earned Less Retainage:	\$	554,954.59	
Less Previous Applications for Payment:	\$	468,144.80	
SUBTOTAL:	\$	86,809.79	
OTHER CHARGES:	\$	-	
CURRENT PAYMENT DUE:	\$	86,809.79	

Balance to Finish, Including Retainage: \$ 29,208.15

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: Municipal Pipe Tool Company, LLC

Firm Name

Sharon Waschkat

Signature

7/29/24

Date

Engineer / Consultant Approval: City of Ankeny

Firm Name

Signature

July 10, 2024

Date

City of Ankeny Staff Approval:

Signature

July 10, 2024

Date

Submit to: Mark Valmore, PE Civil Engineer II

E-mail: mvalmore@ankenyiowa.gov

Phone Number: 515-963-3521

Date Printed: 7/26/2024

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

ITEM NO.	DESCRIPTION (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
	EARTHWORK													
2.01					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
2.02					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
2.03					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
2.04					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
2.05					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
	TRENCH EXCAVATION AND BACKFILL													
3.01					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
3.02					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
3.03					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
3.04					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
3.05					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
	SEWERS AND DRAINS													
4.01	6" CIPP LINING	LF	232.00		232.00	\$ 46.25	\$ 10,730.00	213.20	\$ 9,860.50		213.20	\$ 9,860.50	18.80	91.90%
4.02	8" CIPP LINING	LF	12,648.00		12,648.00	\$ 33.25	\$ 420,546.00	1,516.10	\$ 50,410.33	11,046.00	12,562.10	\$ 417,689.83	85.90	99.32%
4.03	10" CIPP LINING	LF	1,963.00		1,963.00	\$ 41.50	\$ 81,464.50	714.60	\$ 29,655.90	1,527.00	2,241.60	\$ 93,026.40	(278.60)	114.19%
4.04	12" CIPP LINING	LF	721.00		721.00	\$ 52.00	\$ 37,492.00	1.00	\$ 52.00	717.00	718.00	\$ 37,336.00	3.00	99.58%
4.05	Building Sanitary Service Reconnection	EA	275.00		275.00	\$ 50.00	\$ 13,750.00	28.00	\$ 1,400.00	247.00	275.00	\$ 13,750.00	0.00	100.00%
4.06					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
4.07					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
4.08					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
4.09					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
4.10					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
	WATER MAINS AND APPURTENANCES													
5.01					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.02					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.03					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.04					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.05					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.06					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.07					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.08					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.09					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
5.10					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
	STRUCTURES FOR SANITARY AND STORM SEWERS													
6.01					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.02					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.03					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.04					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.05					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.06					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.07					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.08					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.09					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
6.10					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
	STREETS AND RELATED WORK													
7.01					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.02					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.03					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.04					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.05					0.00		\$ -		\$ -		0.00	\$ -	85.00	0.00%
7.06					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.07					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.08					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.09					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
7.10					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
	TRAFFIC CONTROL													
8.01	TRAFFIC CONTROL	EA	1.00		1.00	\$ 12,500.00	\$ 12,500.00	1.00	\$ 12,500.00		1.00	\$ 12,500.00	0.00	100.00%
8.02					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%
8.03					0.00		\$ -		\$ -		0.00	\$ -	0.00	0.00%

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT

8.04					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
8.05					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
	SITE WORK AND LANDSCAPING										
9.01					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
9.02					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
9.03					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
9.04					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
9.05					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
	DEMOLITION										
10.01					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
	MISCELLANEOUS										
11.01					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
11.02					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
11.03					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
11.04					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
11.05					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
	CHANGE ORDER ITEMS										
12.01					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
12.02					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
12.03					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
12.04					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%
12.05					0.00	\$ -	\$ -	0.00	\$ -	0.00	0.00%

TOTAL CONTRACT AND VALUE OF PAY PERIOD AND COMPLETED WORK

CONTRACT = \$ 576,482.50 PAY PERIOD = \$ 103,878.73

COMPLETED = \$ 584,162.73

101.33%

city of
Ankeny
bringing it all together

Date of Council Meeting: August 5, 2024 **Change Order #:** 1

Final price adjustment for discrepancy between plans and actual lined pipe lengths. 15K 87 erroneously omitted from quantities, and 16I 21 omitted from project.

ITEM #	DESCRIPTION	UNITS	QUANTITY CHANGE	UNIT PRICE	EXTENDED PRICE
4.03	Final quantity adjustment	LS	1.00	\$ 7,680.23	\$ 7,680.23
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Change Order #: 1 makes the following adjustments to the Contract:					\$ 7,680.23

Revised Contract Amount \$ 584,162.73

MUNICIPAL PIPE TOOL COMPANY LLC
CONTRACTOR'S PAYMENT REQUEST

Estimate No. 2
MPT Job ID# 2024-17
Project: 2024 CIPP LINING PROJECT

From: 6/17/2024
To: 7/8/2024
Date: 7/9/2024

101%
% Complete Total contract

Owner:	CITY OF ANKENY 1210 NW PRAIRIE RIDGE DRIVE ANKENY, IOWA 50023	Contract
Engineer:	CITY OF ANKENY - DEVELOPMENT ENGINEERING DEPT 1210 NW PRAIRIE RIDGE DRIVE ANKENY, IOWA 50023	

Contractor: Municipal Pipe Tool Co., LLC
515 5th Street - PO Box 398
Hudson, IA 50643

101%
% Complete Original Contract

[illegible]

ORIGINAL CONTRACT:	\$	576,482.50	Total Anticipated	\$	576,482.50	Total Completed	\$	584,162.73	
			Less Retained	5%	\$	28,824.13	Less Retained	\$	29,208.14
			Total Anticipated less retain		\$	547,658.38	Net Amount Earned	\$	554,954.59
						Previous Pay Requests			
						#1	6/17/2024	\$	468,144.80

CURRENT CONTRACT AMOUNT	\$ 576,482.50
-------------------------	---------------

Accepted by: Sharon Waschkat
Municipal Pipe Tool Co., LLC

Total previous pay requests	\$ 468,144.80
-----------------------------	---------------

Amount due this payment \$ 86,809.79

Accepted by: _____
City

Contract Amount	\$ 576,482.50
-----------------	---------------

Balance to complete	\$ 21,527.92
---------------------	--------------

CERTIFICATE OF COMPLETION

2024 Cured in Place Pipe Lining (CIPP) Project

Ankeny, Iowa

August 5, 2024

This is to certify that the construction improvements on the *2024 Cured in Place Pipe Lining* project have been completed in substantial compliance with the plans and specifications for the project. The final contract amount is **\$584,162.73**. I hereby recommend acceptance of the project.

Respectfully submitted,



Mark A. Valmore
Civil Engineer II
City of Ankeny
Iowa License Number 21271

Council Member _____ introduced the following Resolution entitled "RESOLUTION ACCEPTING THE 2024 CIPP LINING 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 ACCEPTING THE 2024 CIPP LINING PROJECT

WHEREAS, on the 1st day of April, 2024, the Mayor and Clerk of the City of Ankeny, Iowa, entered into a construction contract with Municipal Pipe Tool Company, LLC of Hudson, Iowa, for the construction of certain public improvements generally described as the 2024 CIPP Lining Project; and

WHEREAS, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the certificate of the Engineer filed with the Clerk on August 5, 2024:

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

Section 1. That the report of the Engineer be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$584,162.73, as shown in the report of the Engineer.

PASSED AND APPROVED this 5th day of August, 2024.

Mayor

ATTEST:

City Clerk



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Upgrade Essential Infrastructure

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider a motion approving an agreement with Keystone Construction Services in the amount of \$24,900.00 for maintenance work associated with the Ankeny City Hall facility.

EXECUTIVE SUMMARY:
This item is seeking authorization on the contract between the city of Ankeny and Keystone Construction Services for maintenance and demolition work at the entrance of city hall.

Despite previous and ongoing maintenance efforts, the pillars holding the entrance canopy to city hall have continued to deteriorate as a result of Iowa's harsh winter conditions. Staff recently received a report from a structural engineer offering a range of solutions including temporary fixes, long term maintenance suggestions, full reconstruction, and full removal of the pillars. Based on the report, staff is recommending the removal of the pillars and the associated canopy from the building.

Typically an item of this dollar amount is within the approval authority of the City Manager, however the engineer's estimate was over \$40,000 and as a result, the project was subject to the "semi-formal" bidding process outlined in the City Council approved procurement policy. The result of the semi-formal bidding process and approval of an agreement with the low-bidder can be approved by the City Manager or designee but also requires City Council affirmation at the next City Council meeting.

The engineer's estimate for this item was originally \$40,000, however the bids received were very favorable with the lowest bid received from Keystone Construction Services in the amount of \$24,900. Keystone expects to complete the necessary work within 10 working days. Four bids were received and ranging from \$24,900 - \$60,000.

Staff is recommending approval of the agreement with Keystone Construction Services.

FISCAL IMPACT: Yes

This item is specifically included in the FY2025 budget.

CITY MANAGER'S RECOMMENDATIONS:

The City Manager recommends approval of this item as presented.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Keystone Bid
 Bid Tab
 RFP
 RFP Exhibit - Demo Plan
 Letter of Agreement

Signature Page

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that he/she agrees:

- To fulfill the obligations contained herein accordance with all instructions, terms, conditions and specifications set forth;
- To furnish all required products and services and pay all incidental costs in strict conformity with these documents for the stated prices as payment in full;
- To hold this bid open for 120 days after bid opening;
- All profits have been included in this proposal, including disposal;

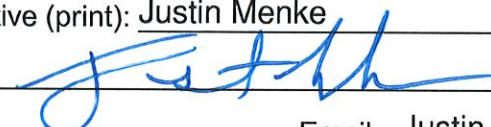
Proposal Summary

Total – Base bid items including disposal \$ 24,900
Proposed working days to complete project 10 Days

Submitting Firm: Keystone Construction Services

Address: 1650 NW Gettysburg Lane Waukee, IA 50263

Authorized Representative (print): Justin Menke Title: President

Authorized Signature: 

Date: 06/27/2024 Email: Justin.Menke@keystone-cs.com

Phone: 515-313-3948 Fax: 515-993-9725

Exceptions/Deviations to this Request for Proposal shall be noted below. If adequate space is not provided, please use a separate sheet of paper. If your company has no exceptions/deviations, please write "None" in the space below.

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/27/2024

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 have ADDITIONAL INSURED provisions or 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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Holmes Murphy - PC WKEE Select 2727 Grand Prairie Pkwy Property Casualty/Select-DM Waukee, IA 50263		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: selectcertificate@holmesmurphy.com	
		INSURER(S) AFFORDING COVERAGE INSURER A : Integrity Insurance Company	
		NAIC # 10288	
INSURED Keystone Construction Services, LLC 1650 NW Gettysburg Lane Waukee, IA 50263		INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

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/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:	X		CPP2775090	03/21/2024	03/21/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 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 ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X		CA2753113	03/21/2024	03/21/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☒ RETENTION \$0	X		CUP2753126	03/21/2024	03/21/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCP2830906	03/21/2024	03/21/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	Leased/Rented Equ			CPP2775090	03/21/2024	03/21/2025	\$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Disposal Services for Ankeny City Hall Feature Demolition

The City of Ankeny, its officers and employees are an Additional Insured to the General Liability, Auto Liability and Umbrella Liability as required by written contract with the insured, per policy terms and conditions.

CERTIFICATE HOLDER

CANCELLATION

City of Ankeny
 410 West First Street
 Ankeny, IA 50023-1557

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

Sam O'Hare

City Hall Entry Feature Demolition		
Bid Results		
	Proposed Working Days	Base Bid Price
Keystone Construction Services	10 days	\$ 24,900.00
Boone Glass Company	15 days	\$ 36,469.00
TK Concrete, Inc	10 - 15 days	\$ 36,500.00
HPC, LLC	20 days	\$ 60,000.00

REQUEST FOR PROPOSAL
ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY, IOWA
June 6, 2024

You are invited to participate in this Request for Proposal (RFP) for removal of the entry feature at Ankeny City Hall, as requested by the City of Ankeny Finance Department.

Name of the Bid	Ankeny City Hall Entry Feature Demolition
Deadline for Bid Submittal	Thursday, June 27, 2024 before 5:00 p.m.
Bids Shall Be Submitted To	City of Ankeny Finance Department 410 West First Street Ankeny, IA 50023

INSTRUCTIONS TO BIDDERS

Method of Submittal	<u>Regular Mail Delivery</u> or In Person Emailed or faxed bids <u>are not</u> acceptable.
Primary Contact Person	Austin Demers, Purchasing Coordinator
E-mail Address	ademers@Ankenylowa.gov
Phone	(515) 965-6401
Secondary Contact Person	Mike Schrock, Assistant City Manager
E-mail Address	mschrock@Ankenylowa.gov
Phone	(515) 965-6420

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, July 15, 2024, 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 agreement outlined in the Request cannot begin until a proper Certificate of Insurance has been reviewed and approved by the City Attorney.

Bid Instructions and Clarifications

Date of Issuance	June 6, 2024
Deadline for Proposal Submittal	June 27, 2024
Recommendation for Award	July 15, 2024

- Proposal shall be good for 120 days. Bid tabulation will be available for review upon recommendation for award.
- The City is tax exempt. All applicable sales tax is to be excluded from bids.
- Individual items from this proposal may be added or deleted
- All pricing shall include disposal costs.
- Submit signed proposals on the Signature Page provided. Proposals which are not signed and dated by an authorized representative will not be accepted.

SURCHARGES

Surcharges (i.e. fuel surcharges) shall NOT be allowed to be added to invoices as an additional line item.

AWARD CRITERIA

The City reserves the right to accept or reject any or all bids; to request rebids; to award bids 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. The selected bid will be awarded based off a combination of pricing, experience, references, and available work capacity.

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 to begin, assuming the insurance requirements have been met.

CONTRACTOR HOLD HARMLESS

In the performance of this Contract, the Contractor shall be deemed to be an independent contractor, and shall hold harmless, indemnify and defend the City from any and all liability claims, losses, or damage arising out of or alleged to arise from the Contractor's negligence in the performance of its work, but not including liability that may be due to the sole negligence of the City, or agents, or employees of the City. Contractor will use its best efforts to ensure that the users of all power equipment and/or maintenance tools will use every caution in the use of these pieces of equipment so as to protect all persons in the immediate vicinity.

CITY’S RIGHT TO TERMINATE CONTRACT

The City may, without prejudice to any other right or remedy, and after giving Contractor seven (7) days’ notice may terminate employment of Contractor for any of the following reasons:

- Contractor makes a general assignment for benefit of creditors, or is adjudged as bankrupt
- Contractor persistently or repeatedly fails or refuses, except when extension of time to complete is granted to provide enough skilled workers or proper materials/equipment
- Contractor fails to make prompt payment to subcontractors for material or labor
- Contractor persistently disregards laws and ordinances or instructions of the City
- Contractor violates a provision of contract

Overview:

The City of Ankeny seeks one contractor to demolish the existing entry feature at the City Hall facility located at 410 West First Street, Ankeny, Iowa 50023. Where this work is to be performed currently serves as the “main entrance” for City Hall, but this building will be closed to the public during construction and until such time that repairs are satisfactorily completed. Staff will utilize a secondary building entrance while the contractor is performing work.

The exact specifications for work to be performed are included in the project plan set and should be referenced for bid preparation purposes. In general, work includes removal of the existing steel canopy structure; removal of the existing CMU block connected to the canopy and excavating as necessary for cut off work; removal of certain portions of sidewalk in the area; preserve, repair, and match building materials where removal has occurred at the building structure; repour certain portions of sidewalk for proper drainage; fill and match adjacent landscape; and cap all electrical. **Based on the criteria used to evaluate the bids, the intent of this bid process will be to award to the best value low bid (not necessarily the lowest bid).** The City reserves the right to conduct an interview as part of the selection process, or reject any or all bids received.

Exhibit A – Demolition Plan are contractual items and will be included in the final agreement to be awarded to the successful bidder(s).

DOCUMENTS TO BE SUBMITTED WITH THIS BID
1. Signature Page – page 4
2. Insurance Certificate (requirements listed on page 5)

Signature Page

The undersigned bidder, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that he/she agrees:

- To fulfill the obligations contained herein accordance with all instructions, terms, conditions and specifications set forth;
- To furnish all required products and services and pay all incidental costs in strict conformity with these documents for the stated prices as payment in full;
- To hold this bid open for 120 days after bid opening;
- All profits have been included in this proposal, including disposal;

Proposal Summary

Total – Base bid items including disposal \$ _____
Proposed working days to complete project _____

Submitting Firm: _____

Address: _____

Authorized Representative (print): _____ Title: _____

Authorized Signature: _____

Date: _____ Email: _____

Phone: _____ Fax: _____

Exceptions/Deviations to this Request for Proposal shall be noted below. If adequate space is not provided, please use a separate sheet of paper. If your company has no exceptions/deviations, please write “None” in the space below.

INSURANCE INFORMATION – CITY OF ANKENY

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 Disposal Services for Ankeny City Hall Entry Feature Demolition"* 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)

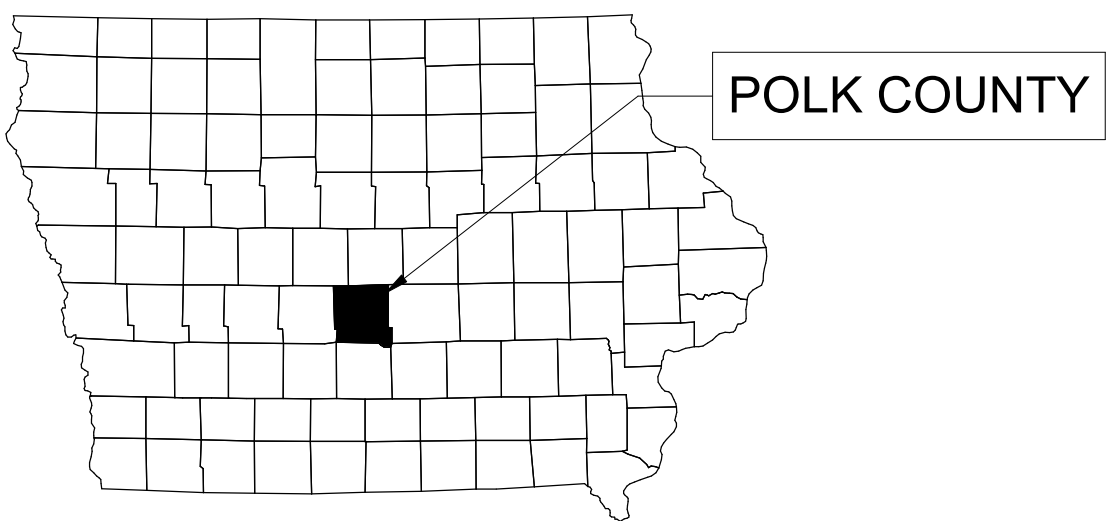
1. The laws of the State of Iowa, U.S.A., shall govern in connection with the formation, performance and the legal enforcement of any order placed for services.
2. The firm pricing stated on the bid and purchase order shall not be changed without the approval of the City of Ankeny Finance Department. 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 contractors working under the direction of either the Bidder or subcontractor in the performance of this contract.
14. For SERVICES requiring successful Bidder's presence on any City property, the successful Bidder shall, during the term of this Agreement and until completion thereof, carry and maintain both Workers Compensation and General Liability Insurance. The successful Bidder shall furnish the City with a copy of the Declaration page (normally page one of your policy) of their insurance policy if requested by the City.
15. All documents submitted with any bid or proposal shall become public documents and subject to Iowa Code Chapter 22, which is otherwise known as the "Iowa Open Records Law". By submitting any document to the City of Ankeny in connection with a bid or proposal, the submitting party recognizes this and waives any claim against the City of Ankeny and any of its officers and employees relating to the release of any document or information submitted. Each submitting party shall hold the City of Ankeny and its officers and employees harmless from any claims arising from the release of any document or information made available to the City of Ankeny arising from any bid opportunity.

CITY OF ANKENY

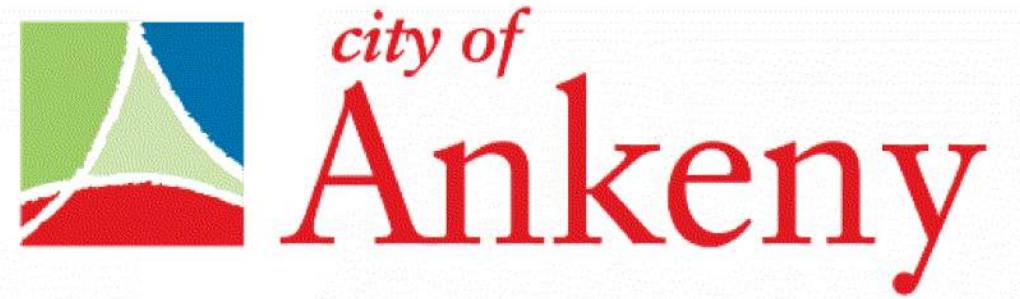
ANKENY CITY HALL ENTRY FEATURE DEMOLITION

410 W. 1ST ST,
ANKENY, IA 50023

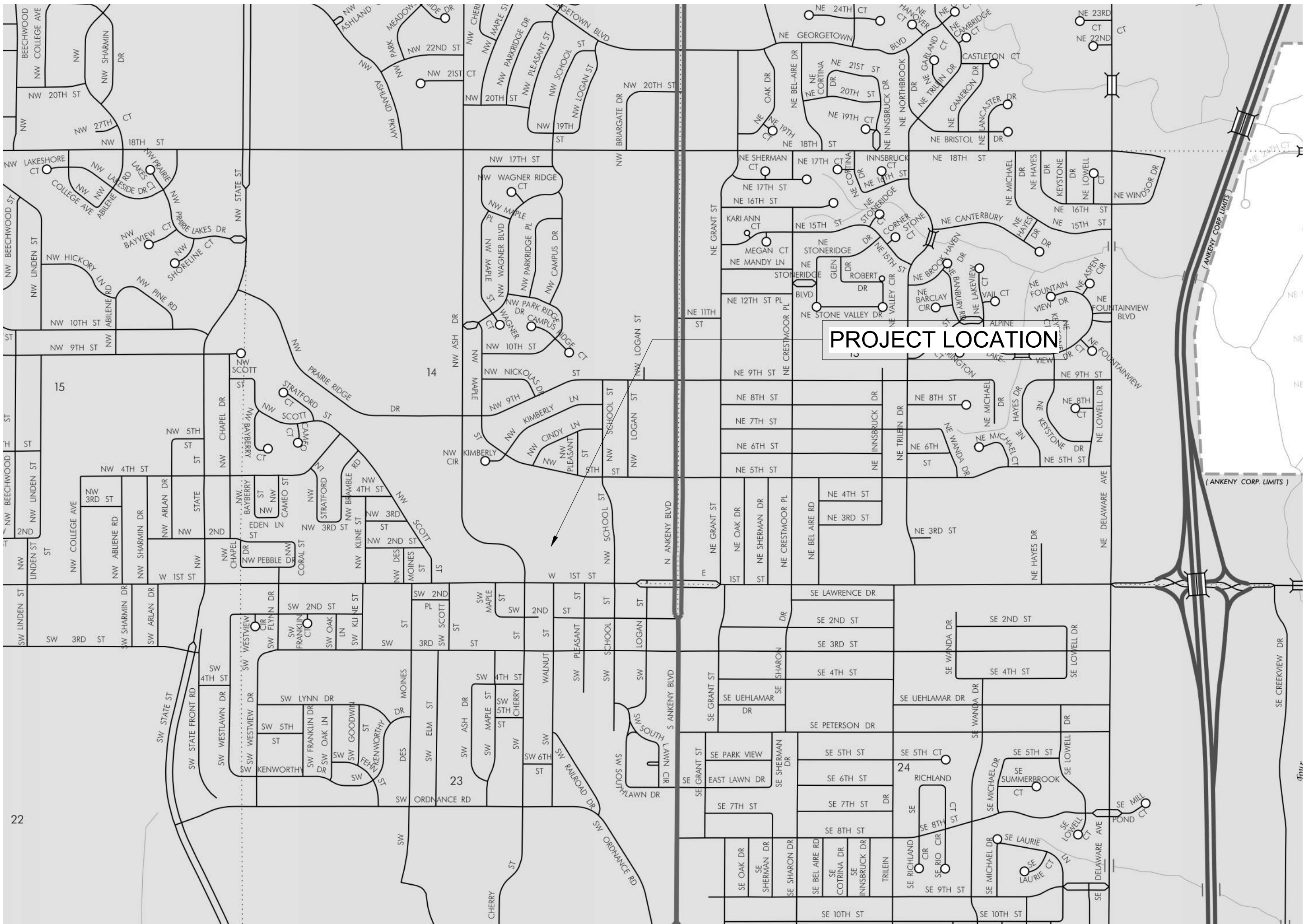
STRUCTURAL DRAWINGS	
S0.00	NOTES
S1.01	DEMOLITION PLANS AND ELEVATION
S1.02	DEMOLITION ELEVATIONS
S1.03	DEMOLITION SECTIONS AND DETAILS
S1.04	PHOTOS
S1.05	PHOTOS



POLK COUNTY, IOWA



400 E COURT AVENUE
DES MOINES, IOWA 50309
PH 515/243-4477
FAX 515/243-4479



LICENSED PROFESSIONAL ENGINEER

TYLER R. VONWEIHE
P25351

IOWA

I HEREBY CERTIFY 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.

SIGNATURE: *Tyler R. Vonweihe* 5/28/2024

NAME: TYLER R. VONWEIHE

IOWA REG. NO: P25351 EXPIRATION DATE: 12/31/2024

PAGES OR SHEETS COVERED BY THIS SEAL:
LISTED AS "STRUCTURAL"

1. ALL ELEVATIONS REFERENCED TO MAIN FLOOR LINE (+100'-0")
2. THE CONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS PRIOR TO COMMENCING FABRICATION OR CONSTRUCTION.
3. ALL OF THE WORK TO BE DONE UNDER THIS CONTRACT SHALL BE DONE IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS
4. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ACQUAINT THEMSELVES AND ALL SUPERVISORY PERSONNEL WITH THE ABOVE-NAMED DRAWINGS AND DOCUMENTS.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSPECTING THE SITE OF THE PROPOSED WORK TO SATISFY THEMSELVES AS TO THE EXISTING CONDITIONS RELATIVE TO THE CONTRACT.
6. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL TEMPORARY BRACING/BRICKING OF COLUMNS, BEAMS, JOISTS, ETC., AS REQUIRED BY ALL FEDERAL, STATE AND LOCAL AGENCIES HAVING JURISDICTION, UNTIL ALL PERMANENT FRAMING IS INSTALLED.
7. DRAWINGS OF THE EXISTING BUILDING ARE AVAILABLE. THE CONTRACTOR MAY MAKE COPIES OF THESE EXISTING DRAWINGS FOR THEIR REFERENCE.
8. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. SHOULD ANY UTILITIES BE FOUND DIFFERENT THAN LOCATED, THEY SHALL BE PROTECTED IN PLACE AND THE ENGINEER SHALL BE IMMEDIATELY NOTIFIED. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THEIR FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES.
9. ALL CONSTRUCTION SHALL CONFORM TO INTERNATIONAL BUILDING CODE 2021 UNLESS NOTED OTHERWISE.

SNOW: SNOW DRIFT PER IBC 2021
24 PSF BALANCED LOAD

SEISMIC: SITE CLASS D
 $I_e = 1.00$
 OCCUPANCY CATEGORY II
 $S_s = 0.06$ $S_Ms = 0.096$ $S_Ds = 0.064$
 $S_1 = 0.051$ $S_{M1} = 0.122$ $S_{D1} = 0.081$
 SEISMIC DESIGN CATEGORY B

DEMOLITION AND REMODELING

10. ALL DEMOLISHED MATERIALS ARE THE PROPERTY AND RESPONSIBILITY OF THE CONTRACTOR TO REMOVE FROM THE SITE AND DISPOSE OF.

1. CONCRETE TO BE IN ACCORDANCE WITH "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS (ACI 301 CURRENT EDITION)".
2. REINFORCING STEEL TO BE BENT AND PLACED IN ACCORDANCE WITH "MANUAL OF STD. PRACTICE FOR DETAILING CONCRETE STRUCTURES (ACI 315 CURRENT EDITION)".
3. ALL CONCRETE SHALL BE 4000 PSI AT 28 DAYS.
4. CONCRETE EXPOSED TO FREEZE/THAW CONDITIONS SHALL BE AIR ENTRAINED.
5. COARSE AGGREGATE FOR SLABS TO BE CRUSHED LIMESTONE.
6. MAXIMUM AGGREGATE SIZE TO BE 1" - U.N.O.
7. ALL AGGREGATE IN ACCORDANCE WITH ASTM C33. LIMIT SHALE, CHERT, COAL AND IRON OXIDE.
8. 4000 PSI CONCRETE TO HAVE A MIN. 6 SACKS CEMENT/MAX. 5 GAL. OF WATER/SACK.
9. WATER REDUCER REQUIRED FOR ALL SLABS.
10. CONCRETE WATER-CEMENT RATIO INDICATED FOR DESIGN MIXES TO HAVE CEMENT CONTENT ADJUSTED TO PROVIDE A WORKABLE MIX.
11. USE OF CALCIUM CHLORIDES PROHIBITED.

16. PIPES OR CONDUITS PLACED IN SLAB ON GRADE SHALL NOT BE SPACED CLOSER THAN 3 TIMES THE DIAMETER ON CENTER. PIPES AND CONDUITS PLACED IN SLAB ON GRADE SHALL NOT HAVE AN OUTSIDE DIAMETER LARGER THAN 1/3 THE SLAB THICKNESS. NO CONDUITS SHALL BE PLACED WITHIN 12 INCHES OF ANY COLUMN FACE. ALUMINUM CONDUIT SHALL NOT BE PLACED IN SLABS.

15. LIMIT WATER-SOLUBLE, CHLORIDE-ION CONTENT IN HARDENED CONCRETE TO 0.30 PERCENT BY WEIGHT OF CEMENT.

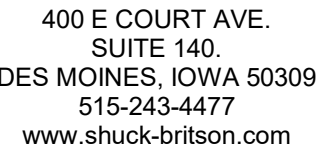
1. MASONRY CONSTRUCTION SHALL CONFORM TO ACI 530, 530.1, TMS 602, CURRENT EDITIONS.
2. SLUMP LIMIT: FOR WATER REDUCED MIXES, 8 INCHES PLUS OR MINUS 1 INCH FOR CONCRETE WITH VERIFIED SLUMP OF 2 TO 4 INCHES BEFORE ADDING HIGH-RANGE WATER-REDUCING ADMIXTURE OR PLASTICIZING ADMIXTURE.
3. ALL GROUT TO TEST 2000 PSI AT 28 DAYS.
4. DESIGN $f_m = 1500$ PSI.
5. GROUT SHALL HAVE A COMPOSITION MEASURED BY VOLUME CONSISTING OF ONE PART PORTLAND CEMENT AND TWO PARTS OF SAND WITH TWO PARTS OF PEA GRAVEL. SLUMP SHALL BE MEASURED ON A TRUNCATED METAL CONE.
6. MORTAR SHALL NOT BE USED AS GROUT.
7. MORTAR "FINS" PROTRUDING FROM JOINTS SHOULD BE REMOVED BEFORE POURING GROUT.
8. CONSOLIDATE GROUT AT THE TIME OF PLACEMENT. CONSOLIDATE GROUT POURS 12 INCHES OR LESS IN HEIGHT BY MECHANICAL VIBRATION OR BY BUDDLING. CONSOLIDATE GROUT POURS EXCEEDING 12 INCHES IN HEIGHT BY MECHANICAL VIBRATION AND RECONSOLIDATE BY MECHANICAL VIBRATION AFTER INITIAL WATER LOSS AND SETTLEMENT HAS OCCURRED.
9. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PREVENT SEGREGATION OF GROUT MATERIALS AND DAMAGE TO MASONRY UNITS DURING THE GROUTING PROCESS.
10. ALL CONCRETE BLOCK SHALL COMPLY WITH ASTM C90.
11. MASONRY CONTRACTOR IS RESPONSIBLE FOR PROVIDING NECESSARY SHORING AND BRACING TO MAINTAIN WALL SHAPE, LINE AND DIMENSION IN CONFORMANCE WITH DRAWING, AGAINST WIND AND CONSTRUCTION LOADS.
12. ALL EXISTING MASONRY REINFORCING SHALL REMAIN IN PLACE AT REMOVALS INCLUDING JOINT REINFORCING, BOND BEAM REINFORCING, AND VERTICAL REINFORCING.
13. ALL BLOCK REPLACEMENT SHALL MATCH THE COLOR AND TEXTURE OF THE SURROUNDING BLOCK.

THE QUANTITIES FOR SOME LUMP SUM BID ITEMS ARE INDICATED WITH ROUNDED ESTIMATES FOR THE CONTRACTORS CONVENIENCE, DISCREPANCIES IN THE ESTIMATED VS ACTUAL QUANTITIES FOR THESE BID ITEMS WILL NOT CHANGE THE PRICE PAID IN THE CONTRACT.

THE CONTRACTOR IS RESPONSIBLE FOR REVIEWING THE DOCUMENTS IN FULL INCLUDING ALL THEIR OWN QUANTITIES FOR ANY AND ALL BID ASSUMPTIONS.

BID ITEMS WITH EA, SF OR LF ARE SUBJECT TO IN FIELD CONDITIONS AND ARE ALL TO BE PREAPPROVED PRIOR TO WORK PERFORMED AND PAYMENT TO THE CONTRACTOR.

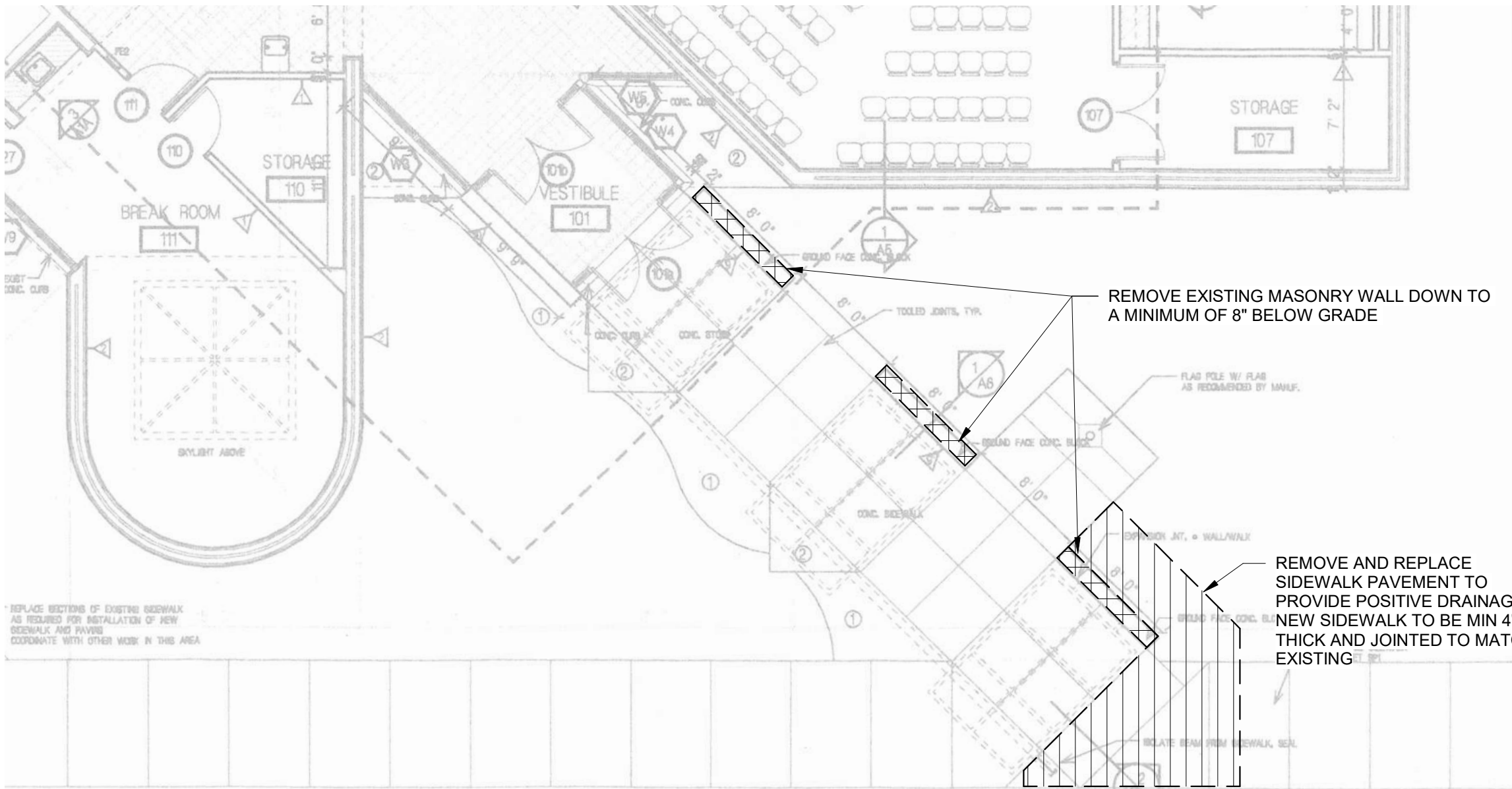
ESTIMATED QUANTITIES (FOR BIDDING PURPOSES ONLY)				
ITEM NO.	ITEM	UNIT	TOTAL	AS BUILT QUAN.
1	ELECTRICAL DISCONNECTION AND CAPPING	LS	1	
2	DEMOLITION AND DISPOSAL OF ENTRY STRUCTURE	LS	1	
3	SIDEWALK REMOVAL AND REPLACEMENT	SF	125	
4	SOIL AND LANDSCAPING WORK	LS	1	
5	MASONRY REPAIR	SF	5	
6	MOBILIZATION	LS	1	



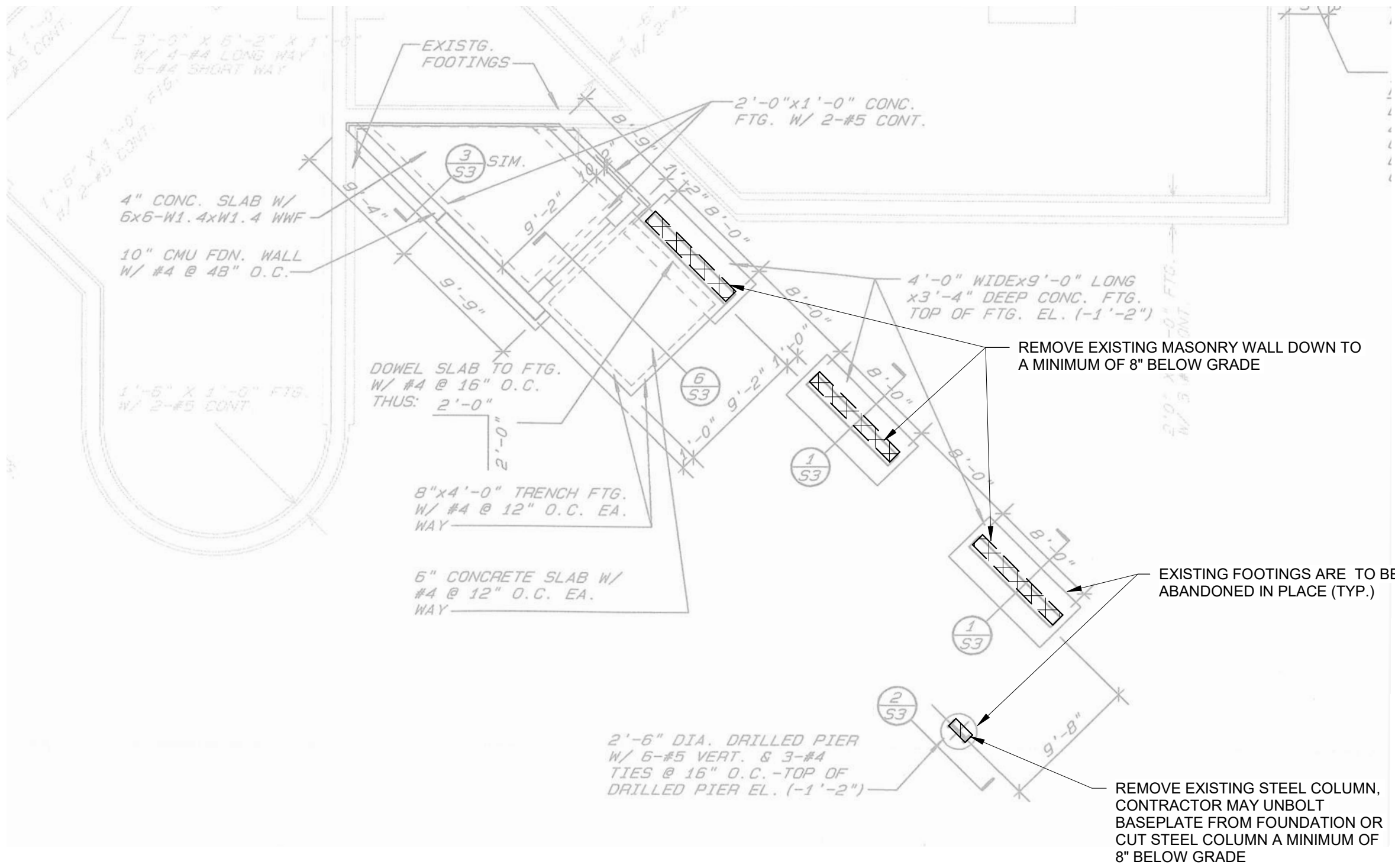
ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY

410 W. 1ST ST,
ANKENY. IA 50023

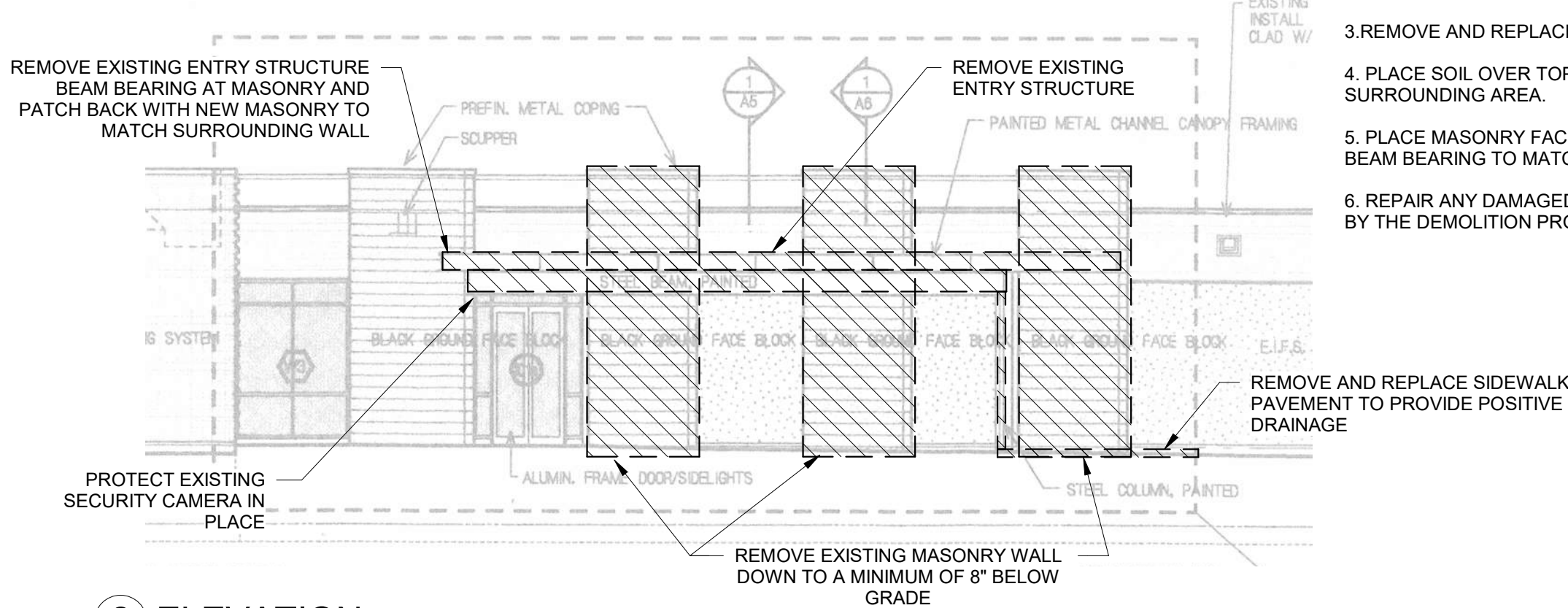
MARK	REVISION	DATE
REVIEW SET		
PROJECT NUMBER		123.1379.03
DATE		5/28/2024
SHEET TITLE		
NOTES		
SHEET NO.		
S0.00		



1 PLAN VIEW AT GRADE
1/8" = 1'-0"



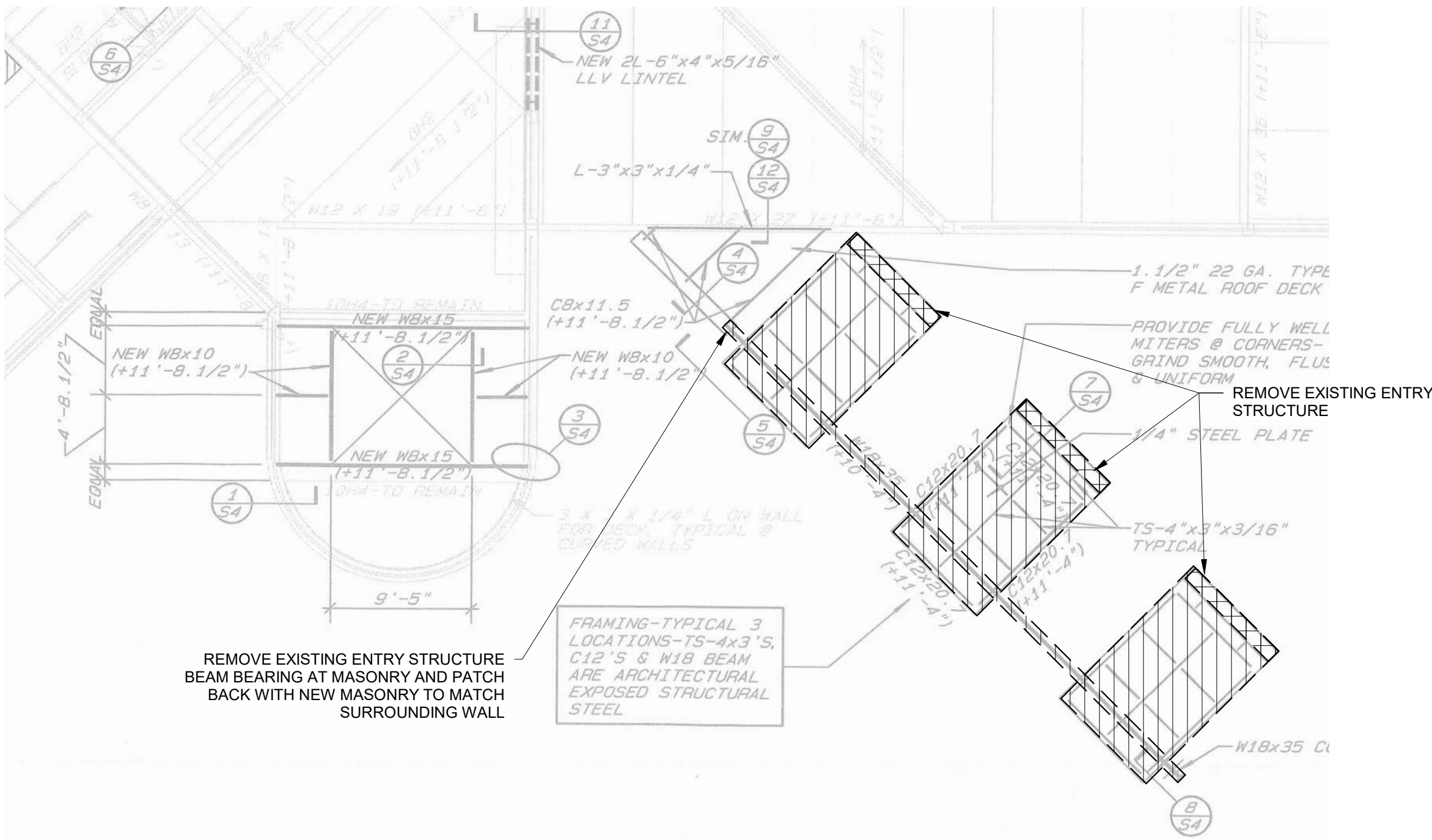
3 FOUNDATION PLAN
1/8" = 1'-0"



2 ELEVATION
1/8" = 1'-0"

WORK ON THIS PROJECT CONSISTS OF THE FOLLOWING: (REFER TO ELEVATION VIEWS FOR ADDITIONAL INFORMATION)

1. DISCONNECT EXISTING ELECTRICAL SERVICE TO THE ENTRY FEATURE LIGHTING AND CAP BELOW GRADE.
2. REMOVAL AND DISPOSAL OF EXISTING STEEL AND MASONRY ENTRY STRUCTURE. (FOUNDATIONS 8" BELOW GRADE AND DEEPER MAY BE ABANDONED IN PLACE).
3. REMOVE AND REPLACE SIDEWALK PAVEMENT AS SHOWN.
4. PLACE SOIL OVER TOP OF REMOVED MASONRY AND STEEL COLUMN AND LANDSCAPE TO MATCH SURROUNDING AREA.
5. PLACE MASONRY FACE SHELL BLOCK AND MORTAR TO FILL IN GAP LEFT BY REMOVAL OF THE STEEL BEAM BEARING TO MATCH SURROUNDING BLOCK.
6. REPAIR ANY DAMAGED LANDSCAPING, SIDEWALK PAVEMENT, GRASS OR BUILDING FINISH DAMAGED BY THE DEMOLITION PROCEDURE AND CLEAN THE SITE TO ITS CONDITION PRIOR TO WORK.



4 PLAN VIEW AT ROOF LEVEL
1/8" = 1'-0"



SHUCK BRITSON

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515-243-4477
www.shuck-britson.com

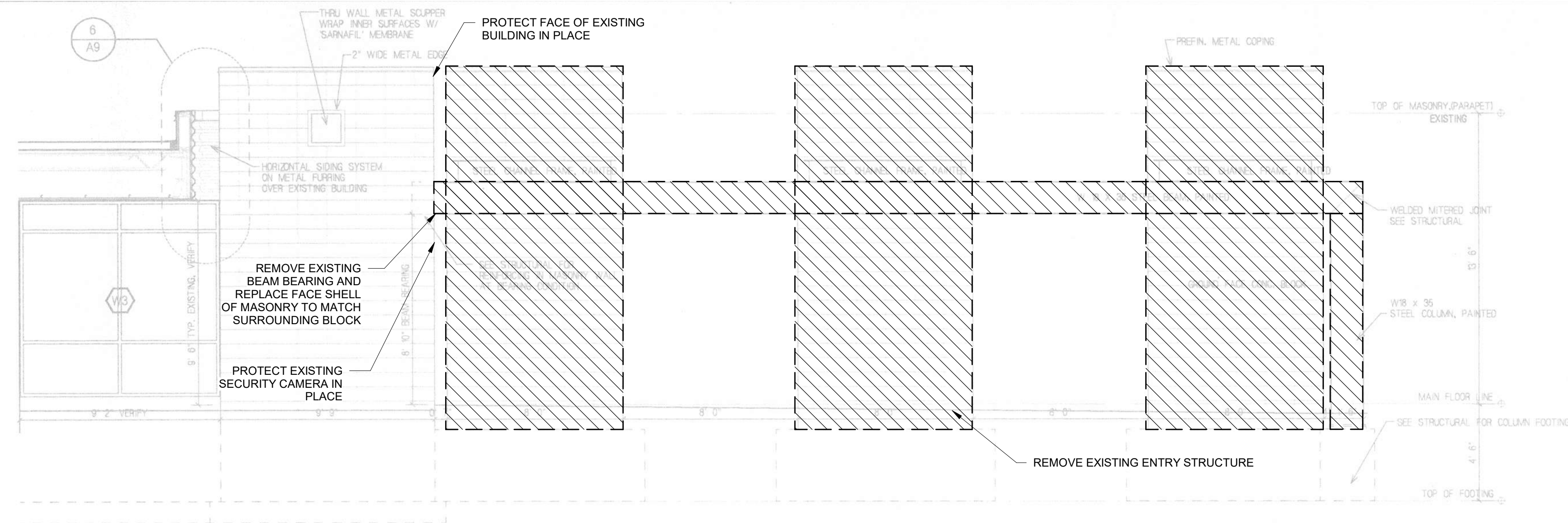
ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY

410 W. 1ST ST.,
ANKENY, IA 50023

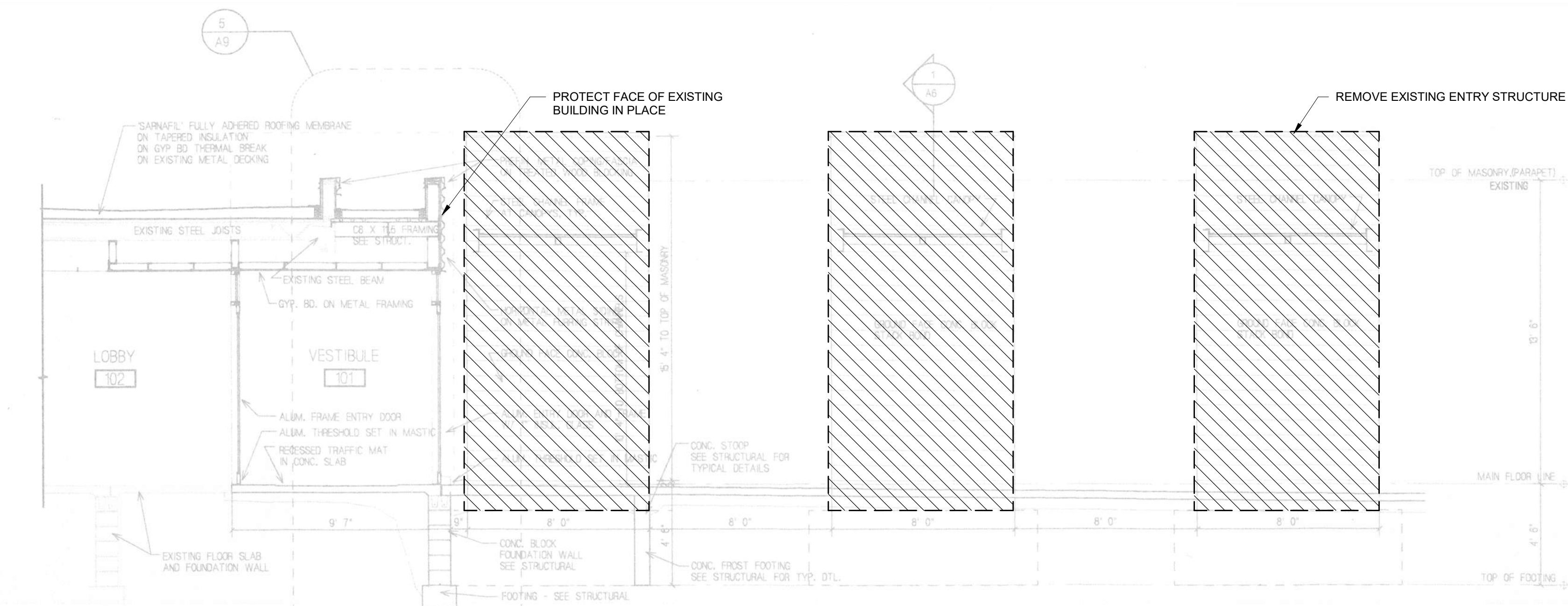
MARK	REVISION	DATE
REVIEW SET		
PROJECT NUMBER		123.1379.03
DATE		5/28/2024
SHEET TITLE		
DEMOLITION PLANS AND ELEVATION		
SHEET NO.		
S1.01		

CHUCK BRITSON

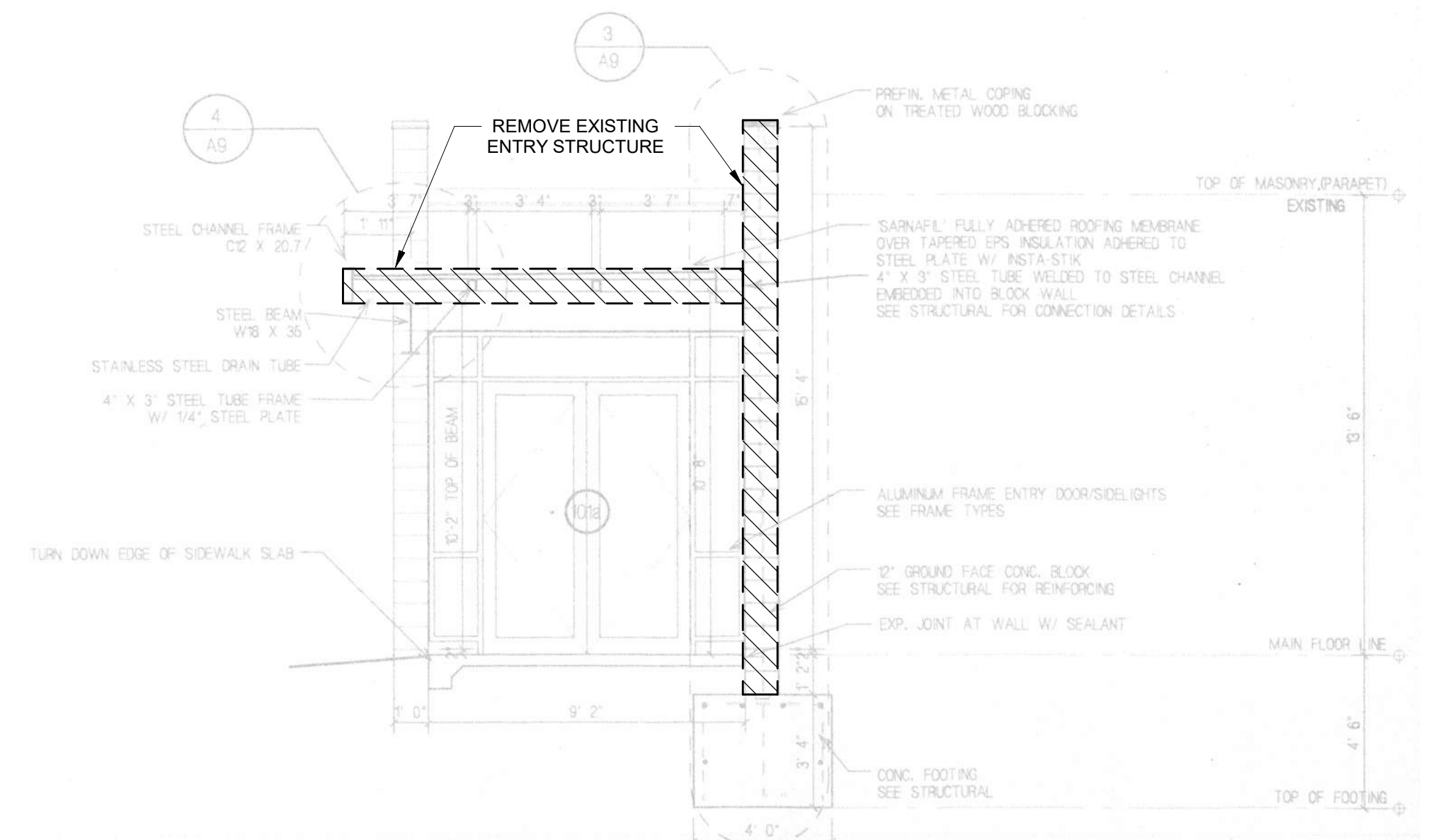
400 E COURT AVE.
SUITE 140.
E MOINES, IOWA 50309
515-243-4477
www.shuck-britson.com



1 ELEVATION OF CANOPY
1/4" = 1'-0"



2 SECTION THROUGH CANOPY
1/4" = 1'-0"



3 SECTION THROUGH CANOPY
1/4" = 1'-0"

ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY

410 W. 1st St,
Ankeny, IA 50023

[illegible]

REVIEW SET

PROJECT NUMBER	123.1379.03
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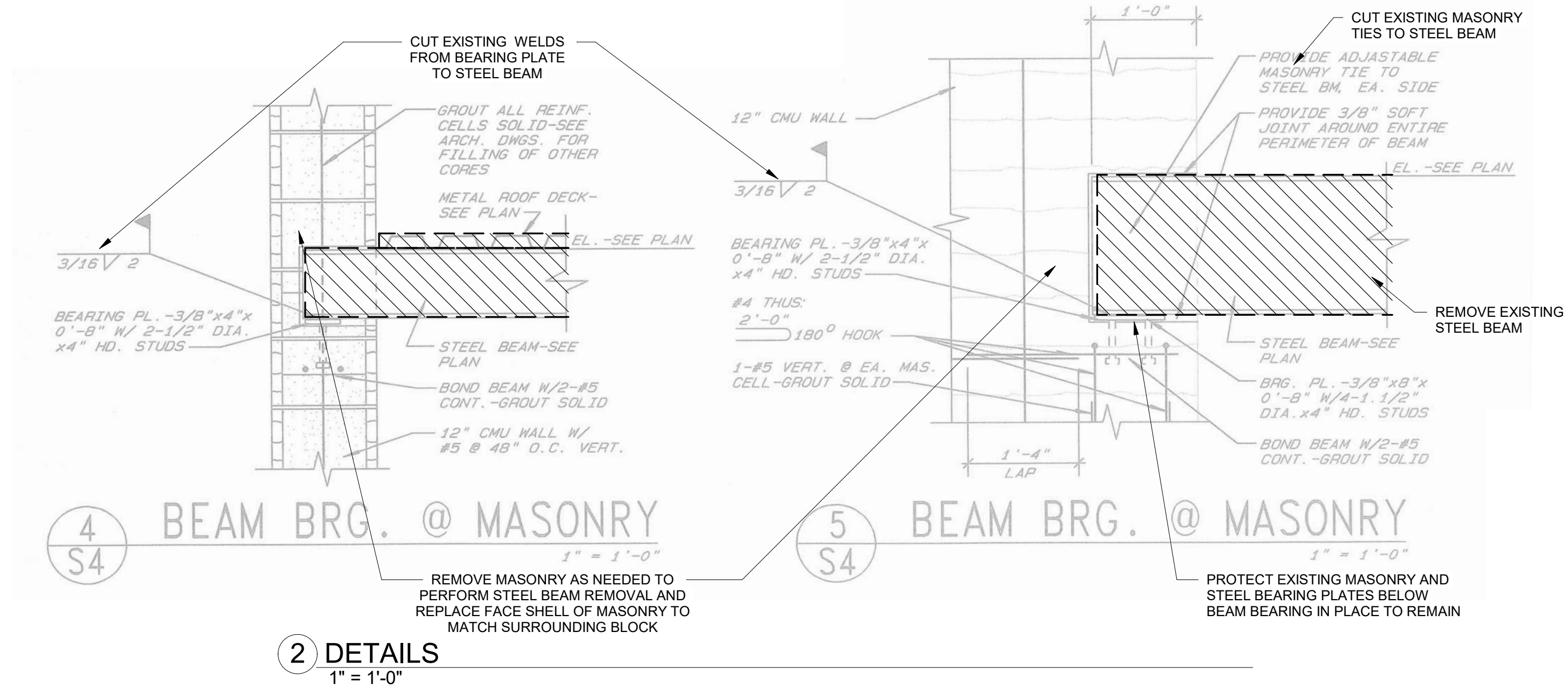
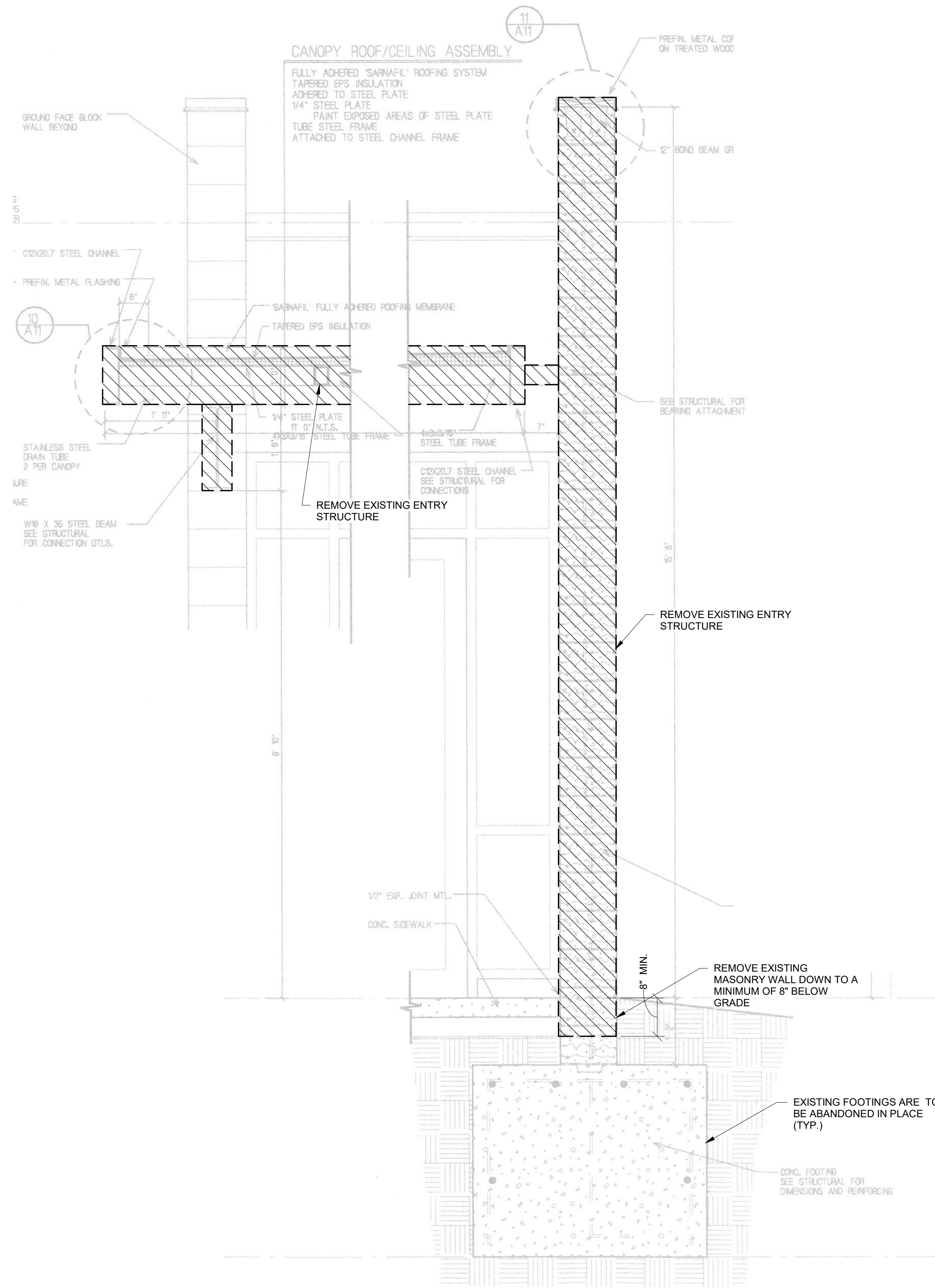
DATE 5/28/2024

DEMOLITION ELEVATIONS

SHEET NO. _____

S1.02

1 CANOPY SECTION
3/4" = 1'-0"



ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY

410 W. 1ST ST.,
ANKENY, IA 50023



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MARK	REVISION	DATE
REVIEW SET		
PROJECT NUMBER		123.1379.03
DATE		5/28/2024
SHEET TITLE		
DEMOLITION SECTIONS AND DETAILS		
SHEET NO.		
S1.03		



1 PHOTO 1 - ENTRY FEATURE LOOKING NORTHEAST



2 PHOTO 2 - ENTRY FEATURE LOOKING SOUTHEAST
3/16" = 1'-0"



3 PHOTO 3 - ENTRY FEATURE LOOKING NORTH
3/16" = 1'-0"



4 PHOTO 4 - STEEL BEAM AND CANOPY AT BLDG. ENTRANCE
3/16" = 1'-0"



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ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY

410 W. 1ST ST.,
ANKENY, IA 50023

MARK	REVISION	DATE
REVIEW SET		
PROJECT NUMBER		123.1379.03
DATE		5/28/2024
SHEET TITLE		
PHOTOS		
SHEET NO.		
S1.04		



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www.shuck-britson.com

ANKENY CITY HALL ENTRY FEATURE DEMOLITION
CITY OF ANKENY

410 W. 151 ST,
ANKENY, IA 50023

[illegible]



**LETTER OF AGREEMENT
FOR CITY HALL ENTRY FEATURE DEMO**

This Agreement is to be effective on the 5th day of August, 2024, by and between Keystone Construction Services, 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:

The work to be performed under this Contract shall be commenced upon approval of City Council and must be completed by October 31, 2024. The Contractor must give the City a minimum 10-business day notice prior to the start date.

All work at the site shall follow the Ankeny City Code Chapter 44, Section 5, by operating between the hours of 7:00am and 9:00pm on weeknights, and between 9:00am and 6:00pm on Saturday and Sunday.

Scope of Work: The Contractor shall provide to the City the services set forth in the contract documents consisting of the removal of the entry feature located at City Hall, as outlined in the engineered approved documents included with the Request for Proposal.

Contract Documents - The Agreement consists of the following contract documents, which by this reference are incorporated herein:

- This signed Letter of Agreement;
- The Request for Proposal for Ankeny City Hall Entry Feature Demolition dated June 6, 2024;
- The bid submitted by the Contractor on June 27, 2024;

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.

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: David Jones, City Manager

Date

Keystone Construction Services



By: Contractor Representative

07/12/2024

Date



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

Consent Agenda Items CA-1 through CA-55

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

Action: Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-55.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Deliver Exceptional Service

ACTION REQUESTED:

Ordinance - 1st Reading

LEGAL:

No Review Required

SUBJECT:

Ord 2176: An Ordinance amending Chapter 69 Parking Regulations of the Municipal Code of the City of Ankeny, Iowa, by amending Section 69.10 No Parking on North and East Sides of Streets, and Section 69.11 No Parking on Both Sides.

EXECUTIVE SUMMARY:

As the City of Ankeny continues to grow, occasional updates and changes are needed in the regulations governing public on-street parking in order to support traffic safety and mobility. The proposed revisions to Chapter 69 Parking Regulations, recommended by the Public Works Department, are within Sections 69.10 and 69.11.

There are three recommended revisions to Section 69.10 No Parking on North and East Sides of Streets:

- Section 69.10.1.Y. Northwest Harmon Court. Parking is prohibited on the south side and allowed on the

north side. This exception is recommended in order to increase the available parking area for the twenty adjacent residences. See attached exhibit.

- Section 69.10.2.BM. Southwest 11th Street. Parking is prohibited on the south side of Southwest 11th Street on local public school attendance days between the hours of 7:30 am to 9:30 am and 2:30 pm to 4:30 pm from Southwest Elm Street to 200 feet west of Southwest Cherry Street. Parking is prohibited at all times on Southwest 11th Street from Southwest Cherry Street to 200 feet west of Southwest Cherry Street.

- Section 69.10.2.BN. Southwest Maple Street. Parking is prohibited on the west side of Southwest Maple Street on local public school attendance days between the hours of 7:30 am to 9:30 am and 2:30 pm to 4:30 pm from Southwest 11th Street to Southwest 12th Street.

The exceptions to Section 69.10.2 are recommended in support of pedestrian safety for Southview Middle School students by encouraging use of controlled intersections at SW Elm Street and SW Cherry Street to cross SW 11th Street. See attached exhibit. These revisions are supported by Ankeny Community School District staff and by Ankeny Police Department.

One revision to Section 69.11 No Parking on Both Sides is recommended due to recent annexation bringing an existing roadway under City jurisdiction.

- Section 69.11.XX. Southeast Berwick Drive. See attached exhibit.

FISCAL IMPACT: No

The associated expense will be for the sign procurement. Installation will be completed by City staff.

CITY MANAGER'S RECOMMENDATIONS:

Accept first consideration of Ordinance 2176 to amend Chapter 69, Parking Regulations, of the Municipal Code.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

Letters were sent on July 3, 2024 to residents along the street sections where changes to parking regulations in Section 69.10 are proposed. In total, four responses were received; all in support of the revisions. The proposed recommendations were discussed at the City Council regular meeting on July 15, 2024.

ACTION REQUESTED:

Action: Consider motion to accept first consideration of ORDINANCE 2176.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Ordinance
 Location Map -NW Harmon Court
 Location Map - SW 11th Street & SW Maple Street
 Location Map - SE Berwick Drive

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 69, PARKING REGULATIONS,
OF THE MUNICIPAL CODE OF THE CITY OF ANKENY, IOWA**

WHEREAS, the City Council of the City of Ankeny, Iowa, deems it necessary and proper to amend Chapter 69 of the Code of Ordinances to match current standards and practices.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF ANKENY, IOWA:**

Section 1: Section 69.10, No Parking on North and East Sides of Streets, be and is hereby amended to include the underlined language:

1. Exceptions. Notwithstanding the provisions of this section, parking is prohibited in the following locations, but permitted along the curb opposite such locations, as follows:
Y. On the south side of Northwest Harmon Court.
2. Exceptions. Notwithstanding the provisions of this section parking is authorized or prohibited along certain street as hereinafter set forth:

BM. Southwest 11th Street. Parking is prohibited on the south side of Southwest 11th Street on local public school attendance days between the hours of 7:30 am to 9:30 am and 2:30 pm to 4:30 pm from Southwest Elm Street to 200 feet west of Southwest Cherry Street. Parking is prohibited at all times on Southwest 11th Street from Southwest Cherry Street to 200 feet west of Southwest Cherry Street.
BN. Southwest Maple Street. Parking is prohibited on the west side of Southwest Maple Street on local public school attendance days between the hours of 7:30 am to 9:30 am and 2:30 pm to 4:30 pm from Southwest 11th Street to Southwest 12th Street.

Section 2: That Section 69.11, No Parking on Both Sides, be and is hereby amended to include the underlined language:

2. Major Thoroughfares. On both sides of the following major thoroughfares:
XX. Southeast Berwick Drive.

Section 3: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED at Ankeny, Iowa, this _____ day of _____ 2024.

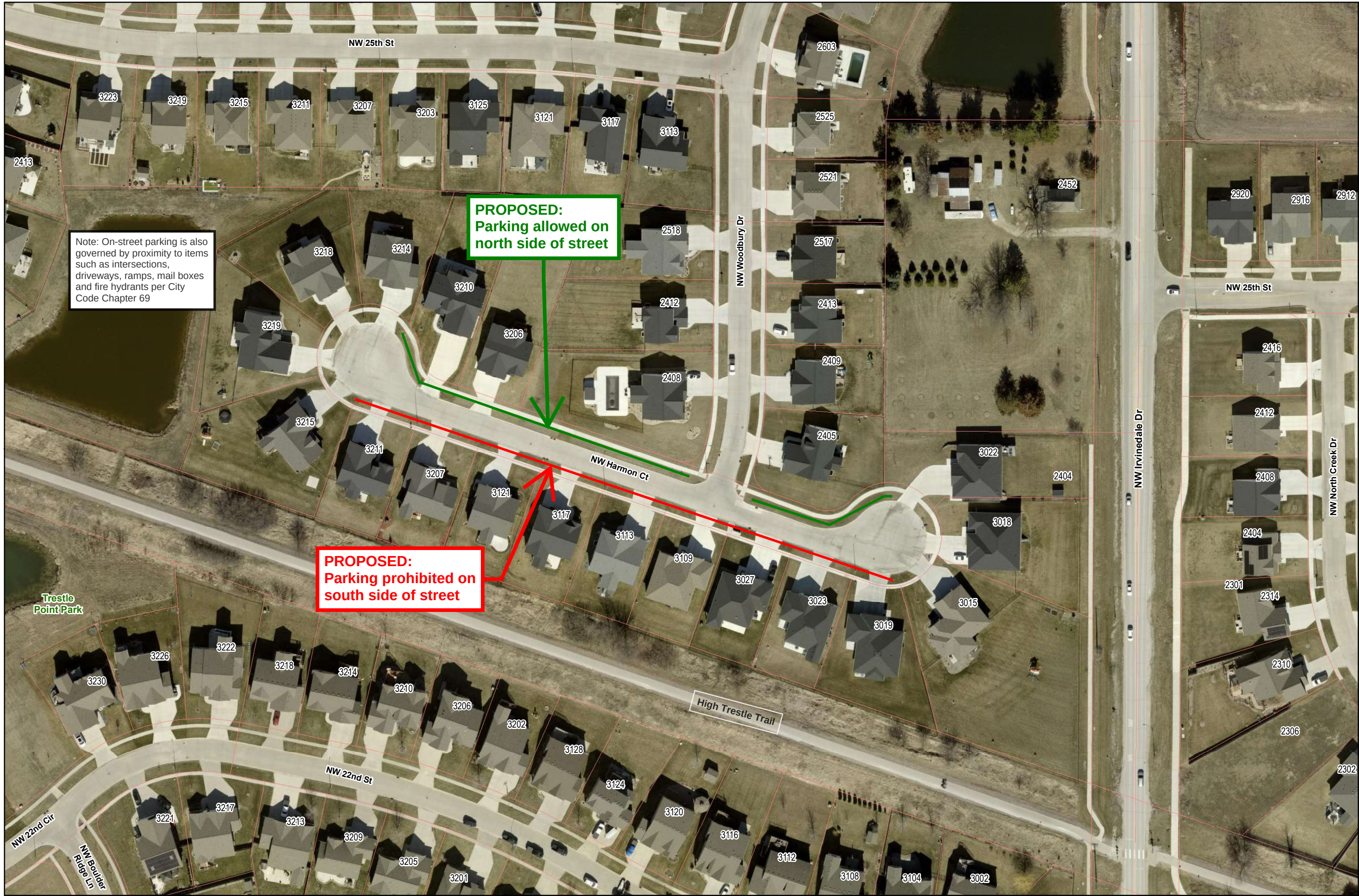
Mark E. Holm, Mayor

ATTEST:

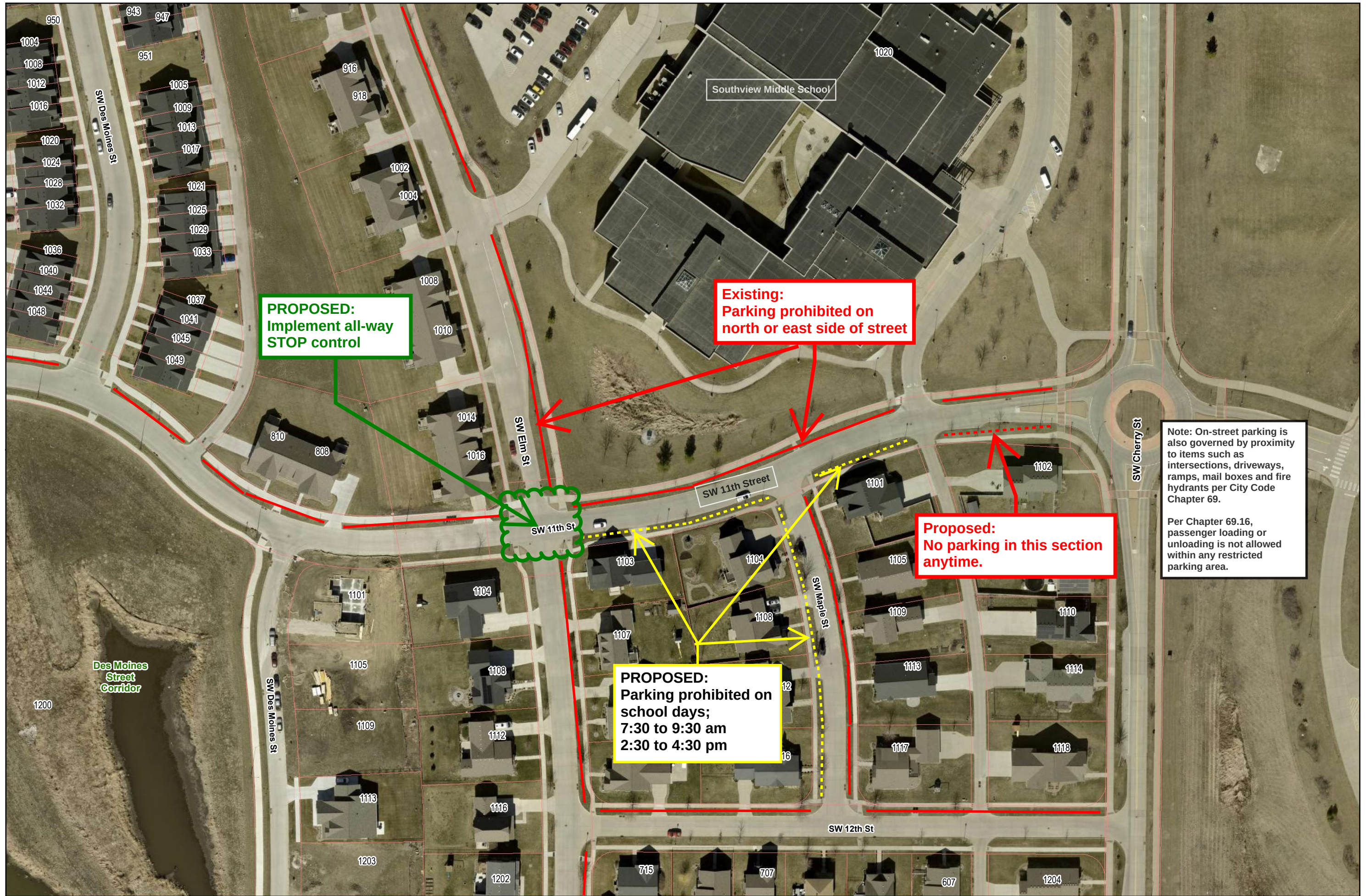
Michelle Yuska, City Clerk

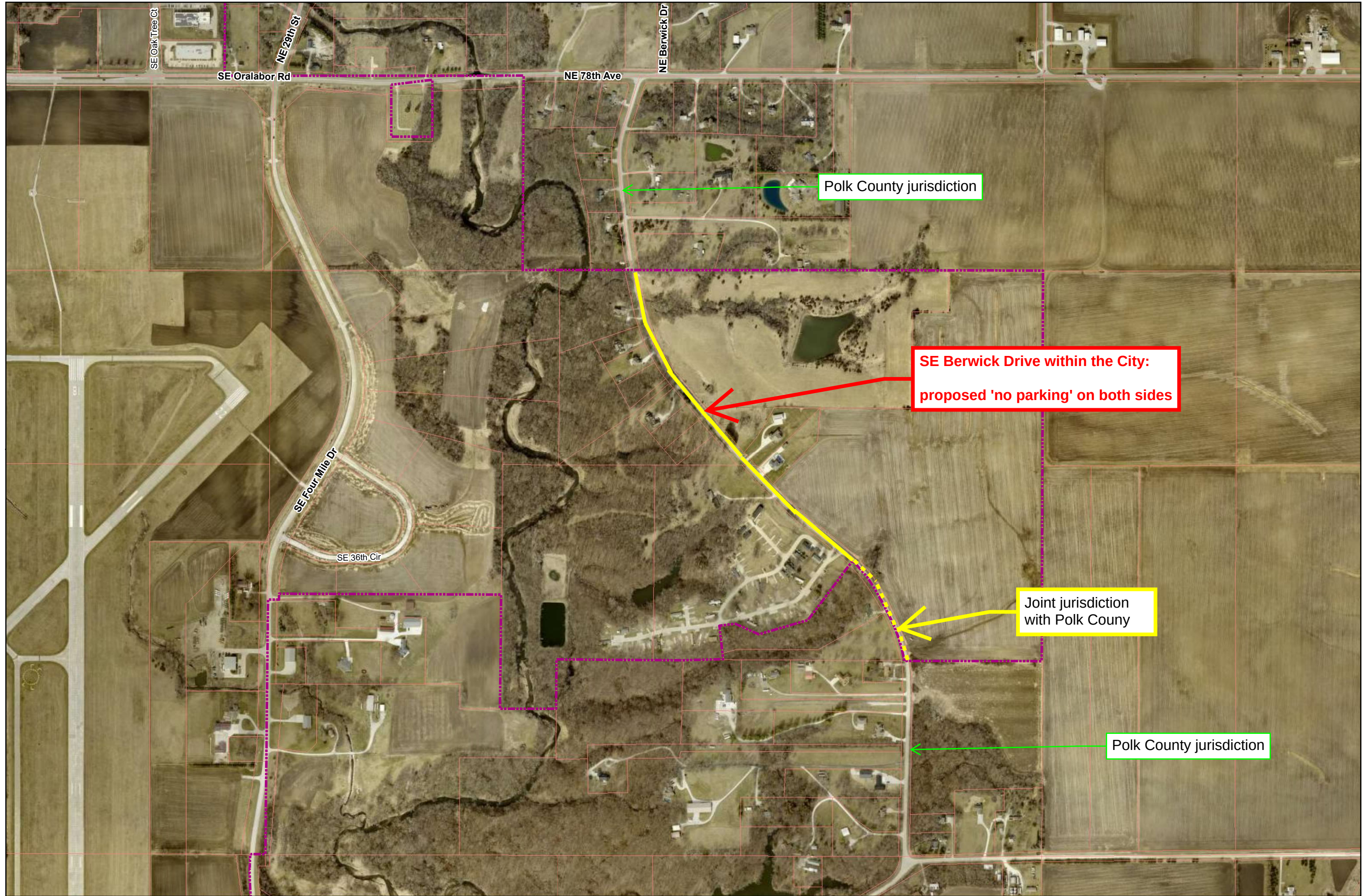
Published in the Des Moines Register
On the ____ day of _____, 2024

1st Con _____
2nd Con _____
3rd Con _____



Parking Regulations: NW Harmon Court
Map is for Locational Purposes Only.







ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:

ACTION REQUESTED:
Ordinance - 1st Reading

LEGAL:
Item Reviewed by Legal Counsel

SUBJECT:
Ord 2177: An Ordinance amending Chapter 4 of the code of ordinances of the City of Ankeny, Iowa, by amending provisions pertaining to alternative penalties.

EXECUTIVE SUMMARY:

On July 1, 2017 Iowa Code 815.15 was amended by state legislators which extended free legal counsel to persons declared indigent if charged with an offense that included the possibility of jail. City Council approved Ordinance 1930 On December 4, 2017 to amend city code 4.06 to exclude jail time in the City's penalty section and to allow for fines or forfeitures only upon conviction. The amendment protected the city against legal costs provided to defendants charged under local City code.

Staff were recently made aware that chapter 4.06 may have inadvertently been changed when Resolution 2018-107 was approved on March 5, 2018 - adopting a certain supplement prepared by Iowa Codification, Inc., as an official supplement to the 2008 Code of Ordinances - which appears to have reverted the prior language of chapter 4.06 back to what it was before chapter 4.06 was amended on December 4, 2017.

This Ordinance is requested to amend the language of chapter 4.06 to exclude jail time in the City's penalty section and to allow for fines or forfeitures only upon conviction.

FISCAL IMPACT: **No**

None. Approval of this item does not result in a financial impact for the City of Ankeny.

CITY MANAGER'S RECOMMENDATIONS:

Consider motion to accept first consideration of ORDINANCE 2177.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

Ordinance 1930 December 4, 2017

Resolution 2018-107 March 5, 2018

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

Action: Consider motion to accept first consideration of ORDINANCE 2177.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Proposed Ordinance

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 4 OF THE CODE OF ORDINANCES OF THE CITY OF ANKENY, IOWA, BY AMENDING PROVISIONS PERTAINING TO ALTERNATIVE PENALTIES

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

SECTION 1. SECTION MODIFIED: That Section 4.06 ALTERNATIVE PENALTIES of the Code of Ordinances of the City of Ankeny, Iowa, is repealed and the following adopted in lieu thereof:

4.06 CRIMINAL PENALTIES. This chapter does not preclude a peace officer from issuing a criminal citation for a violation of this Code of Ordinances or regulation if criminal penalties are also provided for the violation. Nor does it preclude or limit the authority of the City to enforce the provisions of the Code of Ordinances by criminal sanctions or other lawful means. In addition to any other provision of the Code of Ordinances specifying criminal penalties, the City hereby specifically provides for criminal penalties allowed by Iowa law for simple misdemeanors but specifically excluding imprisonment, for violations of the following;

(Code of Iowa. Sec. 364.22, 701.8, & 903.1a)

Chapter 40	Public Peace
Chapter 41	Public Health and Safety
Chapter 42	Public and Private Property
Chapter 44	Noise Control
Chapter 47	Park Regulations
Chapter 55	Animal Protection and Control
Chapter 56	Dog and Cat License Requirements
Chapter 57	Dangerous and Vicious Animals
Chapter 110	Solid Waste Control
Chapter 132	Peddlers, Solicitors and Transient Merchants
Chapter 134	Taxicabs
Chapter 152	Sidewalk Regulations

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 _____ 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

Published in the Des Moines Register
On the ____ day of _____, 2024

1st Con _____
2nd Con _____
3rd Con _____



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



ORIGINATING DEPARTMENT:

Parks and Recreation

COUNCIL GOAL:

Enhance Quality of Life

ACTION REQUESTED:

Resolution

LEGAL:

Item Reviewed by Legal Counsel

SUBJECT:

Proposed High Trestle Trail Experience Park Phase 1 (PH 2024-45)

EXECUTIVE SUMMARY:

The High Trestle Trail Experience Park - Phase 1 project improvements include the placement of new light fixtures, power along an existing trail corridor and construction of a new glow trail segment. Site restoration includes new shade trees, areas of turf, native seeding, and additional landscaping. Low mounds built along the corridor integrated with new trail segments and siting of future art installations, and other associated work necessary to complete the project.

Add-Alternate A: Pedestrian Pole Lighting (To light the existing trail between Southwest Walnut Street and South Ankeny Boulevard)

The bid opening for this project was held on July 30, 2024. Four (4) bids were received as follows (Base

Bid and Alternate A combined):

1. Mainline Construction, Inc.	\$ 868,754.00
2. Reilly Construction	\$ 888,000.00
3. Alpha Landscaping	\$ 958,270.90
4. Cushman Excavation LLC	\$1,075,526.92
* Engineer's Estimate Base Bid and Alternate A	\$1,046,947.95

The Engineer's Estimate for the project's base bid was \$967,828.00 and \$79,120.00 for Add-Alternate A, totaling \$1,046,947.95. The submitted base bids including the alternate ranged from approximately 17% below to 3% above the estimate. The City Council approved Capital Improvement Plan includes \$924,000 for construction of Phase I. Additionally, the City received a \$20,000 grant from BRAVO, bringing the total available funds for construction of Phase I to \$944,000.

Mainline Construction, Inc. has completed similar projects in the past and they have the technical experience to complete this project. The Parks & Recreation Department recommends awarding the High Trestle Trail Experience Park - Phase 1 project (Base Bid and Alternate A) to Mainline Construction, Inc. of Bondurant, Iowa.

Pending project approval and award by the City Council, the contractor shall commence work on the improvements any time after a written Notice to Proceed is issued, no later than August 19, 2024. The Contractor shall fully complete the overall project no later than April 25, 2025.

FISCAL IMPACT: Yes

This project is included in the City's current Capital Improvement Program with construction scheduled for 2024.

CITY MANAGER'S 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 estimate of cost (\$967,828.00 + \$79,120.00 = \$1,046,947.95).
2. Approve Resolution, adopting said plans, specifications, form of contract, and estimated cost for the High Trestle Trail Experience Park - Phase 1 project.
3. Receive and file the report of bids received on July 30, 2024.

4. Approve Resolution, making award of construction contract to Mainline Construction, of Bondurant, Iowa.

5. Approve Resolution, approving contract and bonds with Mainline Construction in the amount of \$868,754.00.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

July 1, 2024: The City Council approved a Resolution ordering construction and setting the bid opening date as July 30, 2024, and setting the public hearing date as August 5, 2024.

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

Action: Consider motion to adopt 1) **RESOLUTION** adopting plans, specifications, form of contract and estimate of cost \$967,828.00 base bid and \$79,120 alternate a for a total of \$1,046,947.95 ; 2) receive and file report of bids received July 30, 2024; 3) adopt **RESOLUTION** making award of construction contract with Mainline Construction, Inc. in the amount of \$868,754.00; and 4) adopt **RESOLUTION** approving contract and bonds for the project.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 RES - plans, specs
 Bid Sheet
 Bid Tab
 Location Map
 RES - Award Contract
 RES - Approve Contract and Bond

Council Member _____ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1

WHEREAS, on the **1st** day of **July**, 2024, 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 High Trestle Trail Experience Park - Phase 1; 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 5th day of August, 2024.

Mark E. Holm, Mayor

ATTEST:

Michelle Yuska, City Clerk

8-5-24

BID LETTING

10:30 A.M.

JULY 30, 2024

HIGH TRESTLE TRAIL EXPERIENCE PARK – PHASE 1

The purpose of this meeting is to receive, open and tabulate bids for construction of the High Trestle Trail Experience Park – Phase 1 project, in accordance with the Plans and Specifications prepared by ISG Inc.

Mike Schrock, Assistant City Manager

Project Estimate of Cost \$ 967,828- Base Bid \$ 79,120- Alternate Bid

Bid Bond (10%)	Bidder/Address	Bid Amount	Addenda (none) Acknowledged
1) ✓	<u>Alpha Landscapes</u> <u>5145 NW Beaver Dr.</u> <u>Johnston, IA 50131</u>	<u>867,880.⁹⁰</u> Alt. <u>90,390-</u>	
2) ✓	<u>Cushman Excavation LLC</u> <u>1249 108th Pl</u> <u>Knoxville, IA 50138</u>	<u>984,009.⁹²</u> Alt. <u>91,517-</u>	
3) ✓	<u>Reilly Construction</u> <u>110 E Main St</u> <u>Ossian IA 52161</u>	<u>795,793-</u> Alt. <u>92,207-</u>	
* 4) ✓	<u>Mainline Construction</u> <u>902 2nd St NE</u> <u>Bondurant IA 50035</u>	<u>782,343-</u> Alt. <u>86,411-</u>	
5) _____	_____ _____ _____	_____ Alt. _____	
6) _____	_____ _____ _____	_____ Alt. _____	

*Apparent Low Bidder

Bid Bond (10%)	Bidder/Address	Bid Amount	Addenda (none) Acknowledged
7) _____	_____ _____ _____	_____ Alt. _____	_____
8) _____	_____ _____ _____	_____ Alt. _____	_____
9) _____	_____ _____ _____	_____ Alt. _____	_____
10) _____	_____ _____ _____	_____ Alt. _____	_____
11) _____	_____ _____ _____	_____ Alt. _____	_____
12) _____	_____ _____ _____	_____ Alt. _____	_____
13) _____	_____ _____ _____	_____ Alt. _____	_____

*Apparent Low Bidder

Bids will be reviewed and further action taken by the City Council at their next regular meeting of August 5, 2024 at 5:30 P.M.

ATTEST:

Diane Klemme
Diane Klemme, Deputy City Clerk

Mike Schrock
Mike Schrock, Assistant City Manager

TABULATION OF BIDS

HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1
CITY OF ANKENY
ANKENY, IA
ISG PROJECT NO. 22-26951
July 30, 2024 @ 10:30 AM

217 East 2nd Street
Des Moines, IA 50309
(515) 243-9143



Item No.	Description	Unit	Quantity	Engineer's Estimate ISG		Alpha Landscapes Johnston IA		Cushman Excavation LLC Knoxville IA		Mainline Construction Bondurant IA		Reilly Construction Ossian IA	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	CLEARING AND GRUBBING	LS	1	\$10,000.00	\$10,000.00	\$4,700.00	\$4,700.00	\$6,000.00	\$6,000.00	\$8,400.00	\$8,400.00	\$7,750.00	\$7,750.00
2	TOPSOIL, ON-SITE	CY	5322	\$15.00	\$79,830.00	\$5.20	\$27,674.40	\$15.00	\$79,830.00	\$5.00	\$26,610.00	\$7.00	\$37,254.00
3	EXCAVATION, CLASS 10	CY	7875	\$25.00	\$196,875.00	\$25.60	\$201,600.00	\$24.25	\$190,968.75	\$24.25	\$190,968.75	\$21.00	\$165,375.00
4	REMOVAL OF KNOWN PIPE CULVERT	LF	40	\$6.00	\$240.00	\$12.00	\$480.00	\$12.50	\$500.00	\$11.50	\$460.00	\$15.00	\$600.00
5	STORM SEWER, TRENCHED, PVC, 6 INCH	LF	100	\$50.00	\$5,000.00	\$52.00	\$5,200.00	\$25.00	\$2,500.00	\$50.25	\$5,025.00	\$29.00	\$2,900.00
6	SIDEWALK, PCC	SY	81	\$120.00	\$9,720.00	\$125.00	\$10,125.00	\$278.00	\$22,518.00	\$162.00	\$13,122.00	\$185.00	\$14,985.00
7	TEMPORARY TRAFFIC CONTROL	LS	1	\$7,500.00	\$7,500.00	\$5,500.00	\$5,500.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$2,600.00	\$2,600.00
8	TYPE 1 PERMANENT LAWN MIXTURE	AC	1.86	\$2,500.00	\$4,650.00	\$5,500.00	\$10,230.00	\$4,409.00	\$8,200.74	\$3,200.00	\$5,952.00	\$3,400.00	\$6,324.00
9	NO MOW FINE FESCUE MIX	AC	4.42	\$5,000.00	\$22,100.00	\$6,500.00	\$28,730.00	\$4,557.00	\$20,141.94	\$2,400.00	\$10,608.00	\$2,570.00	\$11,359.40
10	DRY SHORT PRAIRIE MIX	AC	2.62	\$9,500.00	\$24,890.00	\$6,000.00	\$15,720.00	\$4,237.00	\$11,100.94	\$2,700.00	\$7,074.00	\$2,900.00	\$7,598.00
11	OVERSTORY TREE, 2.5 INCH CALIPER	EA	43	\$450.00	\$19,350.00	\$525.00	\$22,575.00	\$576.00	\$24,768.00	\$525.00	\$22,575.00	\$560.00	\$24,080.00
12	OVERSTORY TREE, 4 INCH CALIPER	EA	17	\$650.00	\$11,050.00	\$850.00	\$14,450.00	\$636.00	\$10,812.00	\$850.00	\$14,450.00	\$910.00	\$15,470.00
13	OVERSTORY TREE, 6 INCH CALIPER	EA	14	\$850.00	\$11,900.00	\$1,355.00	\$18,970.00	\$765.00	\$10,710.00	\$1,355.00	\$18,970.00	\$1,500.00	\$21,000.00
14	UNDERSTORY TREE, 1.5 INCH CALIPER	EA	17	\$450.00	\$7,650.00	\$435.00	\$7,395.00	\$620.00	\$10,540.00	\$435.00	\$7,395.00	\$470.00	\$7,990.00
15	UNDERSTORY TREE, 6 FOOT HEIGHT	EA	45	\$550.00	\$24,750.00	\$435.00	\$19,575.00	\$619.00	\$27,855.00	\$435.00	\$19,575.00	\$470.00	\$21,150.00
16	EVERGREEN TREE, 6 FOOT HEIGHT	EA	11	\$650.00	\$7,150.00	\$525.00	\$5,775.00	\$637.00	\$7,007.00	\$525.00	\$5,775.00	\$560.00	\$6,160.00
17	SWPPP PREPARATION	LS	1	\$5,000.00	\$5,000.00	\$950.00	\$950.00	\$1,800.00	\$1,800.00	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00
18	SWPPP MANAGEMENT	LS	1	\$15,000.00	\$15,000.00	\$2,000.00	\$2,000.00	\$6,200.00	\$6,200.00	\$3,600.00	\$3,600.00	\$3,850.00	\$3,850.00
19	TEMPORARY RECP, TYPE 2.B	SY	8900	\$4.00	\$35,600.00	\$2.20	\$19,580.00	\$1.98	\$17,622.00	\$1.10	\$9,790.00	\$1.20	\$10,680.00
20	WATTLE, STRAW, 9 INCH	LF	8517	\$3.00	\$25,551.00	\$2.00	\$17,034.00	\$2.75	\$23,421.75	\$2.15	\$18,311.55	\$2.25	\$19,163.25
21	INLET PROTECTION DEVICE, SURFACE APPLIED	EA	19	\$300.00	\$5,700.00	\$105.00	\$1,995.00	\$80.00	\$1,520.00	\$100.00	\$1,900.00	\$105.00	\$1,995.00
22	MOBILIZATION	LS	1	\$55,000.00	\$55,000.00	\$44,725.00	\$44,725.00	\$62,850.00	\$62,850.00	\$15,000.00	\$15,000.00	\$14,000.00	\$14,000.00
23	TREE PROTECTION FENCE	LF	665	\$4.00	\$2,660.00	\$3.80	\$2,527.00	\$5.86	\$3,896.90	\$5.00	\$3,325.00	\$6.00	\$3,990.00
24	LIGHTING CONTROL CABINET & METERING PEDESTAL	EA	3	\$10,750.00	\$32,250.00	\$8,665.00	\$25,995.00	\$11,375.00	\$34,125.00	\$10,238.00	\$30,714.00	\$8,500.00	\$25,500.00
25	HANDHOLE, 12 INCH BY 12 INCH	EA	23	\$960.00	\$22,080.00	\$420.00	\$9,660.00	\$803.00	\$18,469.00	\$740.00	\$17,020.00	\$410.00	\$9,430.00
26	HANDHOLE, 17 INCH BY 30 INCH BY 24 INCH	EA	10	\$960.00	\$9,600.00	\$1,585.00	\$15,850.00	\$1,296.00	\$12,960.00	\$1,180.00	\$11,800.00	\$1,450.00	\$14,500.00
27	TYPE B & B1 BOLLARD LIGHT	EA	33	\$3,300.00	\$108,900.00	\$2,820.00	\$93,060.00	\$3,181.00	\$104,973.00	\$2,881.00	\$95,073.00	\$2,790.00	\$92,070.00
28	CIRCUIT WIRE, 10 GAUGE	LF	34935	\$0.32	\$11,179.20	\$1.08	\$37,729.80	\$0.86	\$30,044.10	\$0.79	\$27,598.65	\$1.00	\$34,935.00
29	CIRCUIT WIRE, 8 GAUGE	LF	5175	\$0.57	\$2,949.75	\$1.50	\$7,762.50	\$1.48	\$7,659.00	\$1.15	\$5,951.25	\$1.50	\$7,762.50
30	CIRCUIT WIRE, 6 GAUGE	LF	3360	\$0.86	\$2,889.60	\$1.76	\$5,913.60	\$2.03	\$6,820.80	\$1.61	\$5,409.60	\$1.75	\$5,880.00
31	CONDUIT, 1 INCH	LF	24270	\$6.00	\$145,620.00	\$4.50	\$109,215.00	\$3.75	\$91,012.50	\$3.35	\$81,304.50	\$4.65	\$112,855.50
32	TRACER WIRE, 10 GAUGE ORANGE	LF	24270	\$0.42	\$10,193.40	\$0.98	\$23,784.60	\$1.05	\$25,483.50	\$0.91	\$22,085.70	\$1.00	\$24,270.00
33	GLOW-TRAIL	LS	1	\$35,000.00	\$35,000.00	\$51,400.00	\$51,400.00	\$91,700.00	\$91,700.00	\$60,000.00	\$60,000.00	\$60,716.35	\$60,716.35
TOTAL BASE BID				\$967,827.95		\$867,880.90		\$984,009.92		\$782,343.00		\$795,793.00	
ALTERNATE A													
A1	HANDHOLE, 12 INCH BY 12 INCH	EA	-23	\$960.00	-\$22,080.00	\$400.00	-\$9,200.00	\$803.00	-\$18,469.00	\$740.00	-\$17,020.00	\$405.00	-\$9,315.00
A2	TYPE A & A1 PEDESTRIAN POLE LIGHT	EA	23	\$4,400.00	\$101,200.00	\$4,330.00	\$99,590.00	\$4,782.00	\$109,986.00	\$4,497.00	\$103,431.00	\$4,414.00	\$101,522.00
ALTERNATE A BID PRICE				\$79,120.00		\$90,390.00		\$91,517.00		\$86,411.00		\$92,207.00	
TOTAL BASE BID PLUS ALTERNATE BID PRICE				\$1,046,947.95		\$958,270.90		\$1,075,526.92		\$868,754.00		\$888,000.00	



Experience Park

Council Member _____ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 _____, 2024, 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 HIGH TRESTLE TRAIL EXPERIENCE
PARK - PHASE 1**

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 High Trestle Trail Experience Park - Phase 1, described in the plans and specifications heretofore adopted by this Council on August 5, 2024, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor: **Mainline Construction, Inc.** of **Bondurant, IA**

Amount of bid: **\$868,754.00**

Portion of project: **All construction work, including Base Bid and Alternate A**

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 **5th** day of **August, 2024**.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF POLK

)

I, the undersigned City Clerk of the City of Ankeny, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ankeny, State of Iowa

(SEAL)

ITEM TO INCLUDE ON AGENDA

CITY OF ANKENY, IOWA

- Resolution approving construction contract and bond for the construction of the High Trestle Trail Experience Park - Phase 1.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

_____, 2024

The City Council of the City of Ankeny, State of Iowa, met in _____ session, in the Council Chambers, Ankeny Kirkendall Public Library, 1250 SW District Drive, Ankeny, Iowa, at 5:30 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 APPROVING CONSTRUCTION CONTRACT
AND BOND FOR THE HIGH TRESTLE TRAIL EXPERIENCE
PARK - PHASE 1

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 High Trestle Trail Experience Park - Phase 1, 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: _____ of _____

Amount of bid: _____

Bond surety: _____

Date of bond: _____

Portion of project: All construction work

PASSED AND APPROVED this _____ day of _____, 2024.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF POLK

)

I, the undersigned City Clerk of the City of Ankeny, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ankeny, State of Iowa

(SEAL)

Report of Opening of Construction Bids

A public meeting was held at 10:30 A.M., on July 30, 2024, at the Ankeny Public Services Building, 1210 NW Prairie Ridge Drive, Ankeny, Iowa, presided over by the City Manager of the City of Ankeny, State of Iowa.

Present were:

The City Manager thereupon announced that a purpose of this meeting was to receive, open and tabulate bids for the construction of the High Trestle Trail Experience Park - Phase 1, in accordance with the plans and specifications heretofore filed with the Clerk. The following bids were thereupon received, opened, inspected and tabulated, to-wit:

<u>Name and Address of Bidder</u>	<u>Amount of Bid</u>
-----------------------------------	----------------------

Whereupon the City Manager declared that all bids have been received and that the City Council will consider and act on the bids at its meeting as provided in the notice to bidders heretofore posted.

City Manager

ATTEST:

City Clerk

Council Member _____ introduced the following Resolution entitled "RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND FOR THE HIGH TRESTLE TRAIL EXPERIENCE PARK - PHASE 1", 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 HIGH TRESTLE TRAIL EXPERIENCE
PARK - PHASE 1**

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 High Trestle Trail Experience Park - Phase 1, 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: **Mainline Construction, Inc.** of **Bondurant, IA**

Amount of bid: **\$868,754.00**

Bond surety: _____

Date of bond: _____

Portion of project: **All construction work, including Base Bid and Alternate A**

PASSED AND APPROVED this _____ day of _____, 2024.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF POLK

)

I, the undersigned City Clerk of the City of Ankeny, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the City hereto affixed this _____ day of _____, 2024.

City Clerk, City of Ankeny, State of Iowa

(SEAL)

Report of Opening of Construction Bids

A public meeting was held at 10:30 A.M., on July 30, 2024, at the Ankeny Public Services Building, 1210 NW Prairie Ridge Drive, Ankeny, Iowa, presided over by the City Manager of the City of Ankeny, State of Iowa.

Present were:

The City Manager thereupon announced that a purpose of this meeting was to receive, open and tabulate bids for the construction of the High Trestle Trail Experience Park - Phase 1, in accordance with the plans and specifications heretofore filed with the Clerk. The following bids were thereupon received, opened, inspected and tabulated, to-wit:

<u>Name and Address of Bidder</u>	<u>Amount of Bid</u>
-----------------------------------	----------------------

Whereupon the City Manager declared that all bids have been received and that the City Council will consider and act on the bids at its meeting as provided in the notice to bidders heretofore posted.

City Manager

ATTEST:

City Clerk



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:

Public Works

COUNCIL GOAL:

Upgrade Essential Infrastructure

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Proposed NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive Intersection
Improvements Professional Services Agreement with Bolton & Menk, Inc.

EXECUTIVE SUMMARY:

The action before the City Council is the approval of a Professional Services Agreement with Bolton & Menk, Inc. for the design engineering services needed for the NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive Intersection Improvements project.

This intersection serves a large volume of traffic in the northwest part of the City given its proximity to schools, commercial properties, and City facilities. During peak hours, each leg of the intersection has long queues, and traffic volumes at the intersection are projected to increase in the future. Also, NW Maple Street is approximately 200-ft. east of this intersection, and it contributes to the queueing issues. This project will improve traffic capacity, mobility and safety.

The scope of the project includes pavement reconstruction, storm sewer improvements, and traffic signal improvements at the intersection of NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive to provide dedicated left-turn lanes on all four legs and right-turn lanes on the north, south, and west legs of the intersection. The project also includes reconstruction of NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive to provide a transition between the improvements and the existing roadways. These improvements will improve the condition of the street, sidewalk, and storm sewer, and improve traffic flow through the intersection as recommended in the Concept Study completed in February 2024.

The design of this project needs to be undertaken at this time so that the project schedule can be maintained.

The Public Works Department proposes to use Bolton & Menk, Inc. to complete the necessary design engineering services for this project, including the following items:

- Project Management and Administration
- Utility Coordination
- Preliminary Design (roadway, storm sewer, staging and traffic control, traffic signal, sidewalks, and pedestrian ramps)
- Right-of-Way and Easement Acquisition
- Project Information Meeting
- Geotechnical Engineering Services
- Final Design (roadway, storm sewer, staging and traffic control, traffic signal, sidewalks, and pedestrian ramps)
- Bid Phase Services

The scope of the design engineering services and corresponding fees are shown in the attached Professional Services Agreement. The total fee for the design engineering services is \$402,531.00.

It is anticipated that this project will be bid in the Fall of 2025 for construction in 2026. It is recommended that the City Council approve the Professional Services Agreement with Bolton & Menk, Inc.

FISCAL IMPACT: No

This project is included in the City of Ankeny's 2024-2028 Capital Improvement Program for design in 2024 and 2025 and construction in 2026.

CITY MANAGER'S RECOMMENDATIONS:

Approve the Professional Services Agreement with Bolton & Menk, Inc. for design engineering services on the NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive Intersection Improvements project in an amount not to exceed \$402,531.00 and authorize the Mayor to execute said Agreement.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

Action: Approve the Professional Services Agreement with Bolton & Menk, Inc. for design engineering services on the NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive Intersection Improvements project in an amount not to exceed \$402,531.00 and authorize the Mayor to execute said Agreement.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Professional Services Agreement

AGREEMENT FOR PROFESSIONAL SERVICES IA

This Agreement, made this 5th day of August 2024, by and between City of Ankeny, 410 W 1st Street, Ankeny, IA 50023, ("CLIENT"), and BOLTON & MENK, INC., 430 E Grand Ave #101, Des Moines, IA 50309, ("CONSULTANT").

WITNESS, whereas the CLIENT requires professional services in conjunction with NW Prairie Ridge Drive, NW 9th Street and NW Ash Drive Intersection Improvements ("Project") and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A.** The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit A.
- B.** Upon mutual agreement of the parties, professional services in addition to the Basic Services (the "Additional Services") may be authorized as described in Paragraph IV.B, and when so authorized, shall be included with the Services to be provided under this Agreement.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A.** The CLIENT shall promptly compensate the CONSULTANT for the Services in accordance with Section III of this Agreement.
- B.** The CLIENT shall place any and all previously acquired information related to the Project in its custody at the disposal of the CONSULTANT for its use. Such information shall include, but is not limited to: boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C.** The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D.** The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E.** The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.
- F.** The CONSULTANT'S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or "municipal advisor" (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC)

professional services and the CLIENT shall provide any such services as may be required for completion of the Project described in this Agreement.

G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in Exhibit A.

H. The CLIENT may hire, at its discretion, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the Project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement. If CLIENT elects not to hire an independent test company, CLIENT shall provide CONSULTANT with guidance and direction on completing those aspects of design and construction that require additional testing data.

SECTION III - COMPENSATION FOR SERVICES

A. FEES.

1. The CLIENT will compensate the CONSULTANT in accordance with the Schedule of Fees for the time spent by CONSULTANT'S personnel in performance of the Services. Total fees for the Services shall not exceed \$402,531.00 without the prior consent of CLIENT. See the attached Schedule 1 for Schedule of Fees applicable to this Agreement.
2. The preceding Schedule of Fees shall apply for services provided through December 31, 2025. Hourly rates may be adjusted by CONSULTANT, in consultation with CLIENT, on an annual basis thereafter to reflect reasonable changes in its operating costs and other market factors. Adjusted rates will become effective on January 1st of each subsequent year, upon written acceptance by CLIENT.
3. Rates and charges do not include sales tax. If such taxes are imposed and become applicable after the date of this Agreement CLIENT agrees to pay any applicable sales taxes.
4. The rates in the Schedule of Fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.
5. Additional Services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
6. Expenses required to complete the agreed scope of services or identified in this paragraph will be invoiced separately, and include but are not limited to large quantities of prints; extra report copies; out-sourced graphics and photographic reproductions; document recording fees; special field and traffic control equipment rental; outside professional and technical assistance; geotechnical services; and other items of this general nature required by the CONSULTANT to fulfill the terms of this Agreement. CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for these Direct Expenses incurred in the performance of the work to the Total cost not to exceed fee or approved Additional Services.
7. The total fees identified in Paragraph III.A.1 include fees for CONSULTANT'S **[Geotechnical and Right of Way]** consultant, **[Construction Materials Testing and JCG Land Services]**. CONSULTANT shall be entitled to reimbursement of cost plus an overhead fee (not-to-exceed 10%) for these subconsultant Direct Expenses.

B. PAYMENTS AND RECORDS

1. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and terms.
2. If CLIENT fails to make any payment due CONSULTANT for Services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.
3. In addition to the service charges described in preceding paragraph, if the CLIENT fails to make payment for Services and expenses within 60 days after the date of the invoice, the CONSULTANT may, upon giving seven days' written notice to CLIENT, suspend Services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full for all past due amounts for Services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. Documents Retention. The CONSULTANT will maintain records that reflect all revenues, costs incurred and the Services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to this Contract for a period of six years.

SECTION IV - GENERAL

A. STANDARD OF CARE. Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the CONSULTANT'S profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. CHANGE IN PROJECT SCOPE. In the event the CLIENT changes or is required to change the scope or duration of the project from that described in Exhibit I, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and Agreement will be revised in writing.

C. LIMITATION OF LIABILITY

1. Liability of CONSULTANT. CONSULTANT shall indemnify CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project only to the extent caused by the negligent acts, errors or omissions (whether in the performance of professional services or otherwise) of CONSULTANT or CONSULTANT'S officers, employees, or subconsultants occurring during the scope of CONSULTANT's work on the Project and provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property. CONSULTANT's obligation to indemnify the CLIENT and CLIENT's officers and employees harmless does not include a duty to defend. This indemnification shall not apply to third-party claims or actions for consequential damages, lost revenues, increased expense, or lost profits, nor to any claim for punitive or exemplary damages.
2. Liability of Client. To the fullest extent permitted by law, CLIENT shall indemnify CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from claims or

actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants. This indemnification shall not apply to third-party claims or actions for consequential damages, lost revenues, increased expense or lost profits, nor to any claim for punitive or exemplary damages.

3. To the fullest extent permitted by law, CLIENT and CONSULTANT waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes. CLIENT waives all claims against individuals involved in the services provided under this Agreement and agrees to limit all claims to the CONSULTANT's corporate entity.
4. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this Agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.

7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST. Where provided by the CONSULTANT as part of Exhibit A or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES. It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor. CLIENT acknowledges that on-site contractor(s) are solely responsible for construction site safety programs and their enforcement.

G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this Agreement or except as otherwise explicitly provided in this Agreement, all electronic/digital data developed by the CONSULTANT as part of the Project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this Agreement, unless such third party use and adaptation or distribution is explicitly authorized by this Agreement.

H. REUSE OF DOCUMENTS

1. Drawings and specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this Agreement are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including reports, plans,

and specifications) for any reasonable use relative to the Project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.

2. All identified deliverables, including documents, specifications, reports, and plans (the "Deliverables") prepared or furnished by CONSULTANT pursuant to this Agreement are works for hire. Upon payment of all fees owed to CONSULTANT, the CLIENT shall acquire ownership of the Deliverables and CONSULTANT agrees to execute, at CLIENT's request and expense, all documents and any other instruments necessary or desirable to confirm such assignment. Notwithstanding the foregoing, CONSULTANT retains all title and interest in all its standard details, plans, specifications, and engineering computation documents ("Previously Created Works and Documents"), whether in written or electronic form, which have been incorporated into the deliverables and documents provided to CLIENT, but which were developed by CONSULTANT independent of this Agreement. CONSULTANT issues to CLIENT a royalty-free, nonexclusive, and irrevocable license to use the Previously Created Works and Documents for the Project.
3. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse by CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

I. CONFIDENTIALITY. CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT. This Agreement will remain in effect for the longer of a period of two (2) years or until such other expressly identified completion date, after which time the Agreement may be extended upon mutual agreement of both parties.

K. TERMINATION. This Agreement may be terminated:

1. For cause, by either party upon 7 days written notice in the event of substantial failure by other party to perform in accordance with the terms of this Agreement through no fault of the terminating party. For termination by CONSULTANT, cause includes, but is not limited to, failure by CLIENT to pay undisputed amounts owed to CONSULTANT within 120 days of invoice and delay or suspension of CONSULTANT's services for more than 120 days for reasons beyond CONSULTANT'S cause or control; or,
2. For convenience by CLIENT upon 7 days written notice to CONSULTANT.
3. Notwithstanding, the foregoing, this Agreement will not terminate under paragraph IV.K if the party receiving such notice immediately commences correction of any substantial failure and cures the same within 10 days of receipt of the notice.
4. In the event of termination by CLIENT for convenience or by CONSULTANT for cause, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed

or furnished to the date and time of termination, computed in accordance with Section III of this Agreement. CONSULTANT shall deliver and CLIENT shall have, at its sole risk, right of use of any completed or partially completed deliverables, subject to provisions of Paragraph IV. H.

5. In event of termination by CLIENT for cause and in addition to any other remedies available to CLIENT, CONSULTANT shall deliver to CLIENT and CLIENT shall have right of use of any completed or partially completed deliverables, in accordance with the provisions of Paragraph IV.H. CLIENT shall compensate CONSULTANT for all undisputed amounts owed CONSULTANT as of date of termination.

L. INDEPENDENT CONTRACTOR. Nothing in this Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

M. CONTINGENT FEE. The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION. The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein. **The CONSULTANT is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.**

O. ASSIGNMENT. Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

P. SURVIVAL. All obligations, representations and provisions made in or given in Section IV and Documents Retention clause of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY. Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

R. CONTROLLING LAW. This Agreement is to be governed by the law of the State of Iowa and venued in courts of Iowa; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which the project is located.

S. DISPUTE RESOLUTION. CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a neutral from the American Arbitration Association Construction Industry roster. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

SECTION V - SIGNATURES

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Ankeny, Iowa

CONSULTANT: Bolton & Menk, Inc.

Signature

Matthew D. Ferrier
Signature

Mark E. Holm, Mayor
Printed Name

Matthew Ferrier
Printed Name

Date

08/05/2024
Date

Address for giving notice:

Address for giving notice:

410 West 1st Street

430 E Grand Avenue, Suite 101

Ankeny, IA 50023

Des Moines, IA 50309

ATTEST:

Attachments:
Exhibit A Scope of Services
Exhibit B Design Fee
Exhibit C Schedule of Fees

**EXHIBIT A
SCOPE OF SERVICES
FOR
CITY OF ANKENY
AGREEMENT FOR PROFESSIONAL SERVICES
NW PRAIRIE RIDGE DRIVE, NW 9th STREET, AND NW ASH DRIVE INTERSECTION
IMPROVEMENTS**

DESCRIPTION OF PROJECT

The Scope of Services to be performed by the **CONSULTANT** under this agreement shall encompass and include detailed work, services, materials, testing, equipment and supplies to complete improvements to NW Prairie Ridge Drive, NW 9th Street, and NW Ash Drive and NW Maple Street at NW 9th Street including: Project/Contract Management, Project Coordination & Public Participation and Involvement, Survey and Data Collection, Design Phase Services, and Bidding Phase Services.

Design will include widening the main intersection to provide left, thru, and right turn lanes for all south, west, and north approaches. The east leg will have a left turn lane and thru/right lane while extending a median across NW Maple Street to prohibit left turns at that intersection. The improvements at the main intersection will also include the design and installation of a new traffic signal.

PROJECT/CONTRACT MANAGEMENT

A. Monitoring Project Schedule

The **CONSULTANT** shall prepare and submit monthly project status reports that include schedule updates (1-page) via email, outlining the following activities during the reporting period: activities completed during the prior month, activities planned for the following month, challenges encountered and recommended solutions, and overall project status, and an updated design schedule. If design work is not progressing in a manner to comply with the anticipated completion date, the **CONSULTANT** shall provide a brief summary of the actions to be taken to reduce or eliminate any delays in completing the design in accordance with the agreed upon schedule.

B. Monitoring Project Scope

The **CONSULTANT** shall identify, schedule and assign all project tasks, being cognizant of each task's relation to one another, and coordinate them with all entities associated with the project. The **CONSULTANT** shall inform the **CITY** of any additional services requested by the **CITY** that were not included in the scope of services contract approved by the **CITY** for this project. It shall be the responsibility of the **CONSULTANT** to inform the **CITY** of any potential amendments to the contract before the services are rendered. This notice shall occur prior to any extra services being performed. Only those services included in the Agreement or added by written amendment, executed by both parties, are eligible for compensation.

C. Quality Assurance/Quality Control Plan

The **CONSULTANT** shall develop a Quality Assurance/Quality Control Plan, and designate staff responsibility for implementation of the Plan, and perform ongoing review of the design plan preparation process for completeness and quality to minimize design errors/omissions and construction conflicts.

D. Invoice Processing and Review

The **CONSULTANT** shall create, review and process invoices, not more than on a monthly basis, verifying they meet **CITY** payment requirements and verifying all necessary information required for payment is included on the city provided payment forms. The **CONSULTANT** shall coordinate with **CITY** staff, as necessary, and answer any questions regarding invoices and verify the percentage of work complete on the project is consistent with the percentage of work invoiced. Services provided as part of this task shall include all other general project administration necessary to complete the project.

PROJECT COORDINATION & PUBLIC PARTICIPATION AND INVOLVEMENT

A. Project Review Meetings

The **CONSULTANT** shall meet with the **CITY** or its designated representative four (4) times to review progress and to discuss specific elements of the project design. The meetings shall also serve to establish schedules, develop project goals, establish design parameters, promote a dialog between the various entities, improve the decision-making process, and expedite design development. The **CONSULTANT** shall document and distribute minutes for all meetings.

The following four meetings are included with this task:

- 1) Project Kickoff Meeting
- 2) Preliminary Plans (60% Submittal) Design Review Meeting
- 3) Utility Design Review Meeting
- 4) Check Plans (90% Submittal) Design Review Meeting

B. Adjacent Project and Event Coordination

The **CONSULTANT** shall coordinate with design consultants of nearby projects that may impact, or be impacted by, this project. Additionally, the **CONSULTANT** shall consider area events and school schedules during construction and prepare the construction staging plan to adjust for potential conflicts as best as possible.

C. Project Permitting (If Applicable)

The **CONSULTANT** shall assist the **CITY** in preparing applications for permits from governmental authorities that have jurisdiction to approve the design of the project and participate in consultations with such authorities, as necessary.

The **CONSULTANT** shall develop and submit Preliminary Plans, Check Plans, and Final Plans.

Any fees for construction permits, licenses, or other costs associated with permits and approvals shall be the responsibility of, and paid by, the **CITY**. The **CONSULTANT** shall provide technical criteria, written descriptions and design data for the **CITY'S** use in filing the applications for permits. The **CONSULTANT** shall prepare the permit applications and other documentation.

D. Property Owner Coordination – Public Meeting

The **CONSULTANT** shall lead and assist in the preparation of and attend one (1) Public Information Meeting. The purpose of the meeting shall be to provide an overview of the proposed improvements and potential impacts to surrounding properties. The **CONSULTANT** shall gather information from property owners, businesses, and stakeholders regarding project concerns, specific issues, and priorities. The **CONSULTANT** shall provide the following services:

- 1) Preparation of necessary maps showing the proposed improvements
- 2) Preparation of a presentation
- 3) Consultant will lead meeting and participate in one (1) public meeting
- 4) City will provide the venue
- 5) City will write and send out invitation letters

E. Property Owner Coordination – One on One property owner meetings

The **CONSULTANT** and **SUBCONSULTANT** (JCG Land Services) shall meet with each individual property owner immediately adjacent to and along the corridor to be impacted by the construction project (where easements are needed) to learn about specific operations needs or concerns about impacts of the project on access, and address those concerns and answer questions.

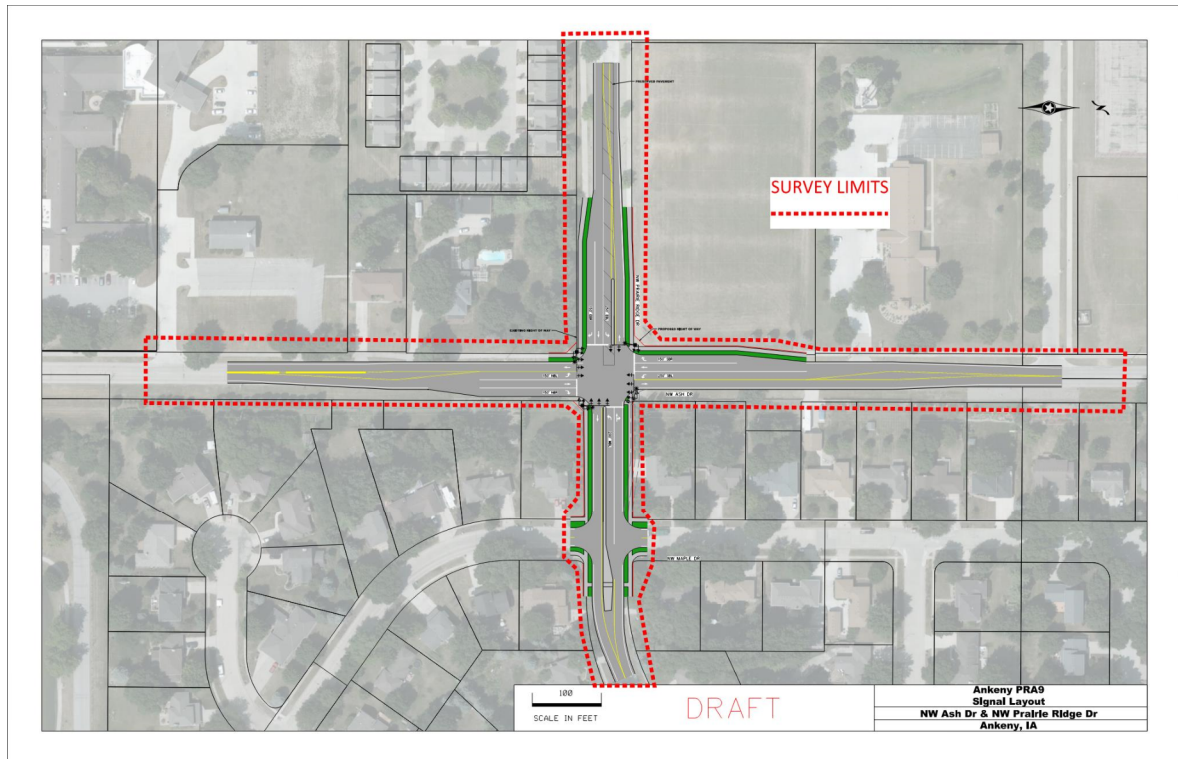
The **CONSULTANT** shall provide the minutes from each property owner meeting.

SURVEY AND DATA COLLECTION

A. Topographic Survey

The **CONSULTANT** shall collect topographic survey. Topographic survey will use the State-Plane Coordinates (NAD83 / Iowa South) and Sea Level Elevation (NAVD88). This task will include the creation of a base map identifying above and below ground existing features in electronic format. The base map will be utilized as the basis and background for design. The survey will gather pertinent field information on existing infrastructure, adjacent buildings, signs, landscaping, trees, driveway, public utilities, and private utilities.

Survey extents are 25' south of the Hope Church of the Nazarene second driveway, 25' north of the Prairie Ridge Middle School south driveway, 150' west of the Prairie Ridge Middle School access driveway, and 250' east of NW Maple Street.



B. Geotechnical Investigation

Coordination of Geotechnical Subconsultant, Construction Materials Testing (CMT), for soil borings. The **CONSULTANT** will provide Geotechnical Subconsultant with coordinates for the locations of borings before the drilling work and **CONSULTANT** will coordinate with the Geotechnical Subconsultant during drilling regarding adjustments to the boring locations and sampling procedures so that the completed work provides sufficient geotechnical data for use by **SUBCONSULTANT**. It is anticipated that nine (9) soil borings will be required.

The **SUBCONSULTANT** will develop soil design parameters for use in numerical analyses.

The **SUBCONSULTANT** will prepare a draft geotechnical report summarizing results of field exploration and laboratory testing programs, boring logs, lab test data, subgrade evaluations, and soil

infiltration rates. This task will include effort to incorporate geotechnical analysis and recommendations into roadway design elements.

The **SUBCONSULTANT** will perform geotechnical analyses for evaluation of the following considerations:

- 1) Evaluation of subgrade stabilization alternatives as needed.

CITY shall provide standard pavement section based on functional classification.

C. Utility Coordination

The **CONSULTANT** shall contact Iowa One Call through the Design Request System to obtain locations of underground utility facilities within the project limits. The **CONSULTANT** shall contact the owners/operators of the underground utility facilities within the project limits to obtain information on the facilities and establish coordinates and elevations (if possible) for utilities that fall within the limits of the project.

The **CONSULTANT** shall field locate visible valves and utility accesses within the project limits to accurately account for adjustment and/or replacement. Underground utilities shall be incorporated into the project through map requests to the utility companies and drawn into the design file. Utilities include phone, gas, fiber optic, water main, overhead/underground electrical, sanitary sewer, storm sewer, and in-pavement traffic control equipment (including power poles, pedestals, valves and manholes). After the utilities have been located a map shall be shared with the pertinent utility companies to confirm the facility locations.

CONSULTANT shall contact and coordinate with utilities located on or near the roadway, per Iowa Department of Transportation's (DOT) Instructional Memorandum "Utility Accommodation and Coordination". **CONSULTANT** shall coordinate with each utility that may need to relocate, or be accommodated, to develop mitigation or relocation schedule and shall include known utilities on construction drawings as appropriate.

CONSULTANT shall attend one (1) Utility Design Review meeting with representatives from each of the utility companies having facilities in the project area. **CONSULTANT** will lead the meeting, send out meeting invitations, and provide meeting minutes. Two utility meeting times will be offered at City of Ankeny Public Service Building.

D. Additional Data Collection

- 1) The **CITY** shall provide any available existing pavement data to the **CONSULTANT**
- 2) The **CONSULTANT** shall provide services to pothole existing utilities, collect topographic shots of utilities, and verify traffic signal pole placement. **CONSULTANT** will coordinate with potholing contractor to visit the site one (1) time to expose utilities.

E. Individual Parcel Easement Exhibits

The **CONSULTANT** shall prepare individual property acquisition exhibits (8.5-in by 11-in) for each parcel which will consist of aerial imagery and show the proposed roadway design elements, driveway access, and site modifications; in addition to existing right-of-way lines, proposed fee title right-of-way needs and permanent/temporary easement needs. The exhibits shall be labeled with key parcel information and reference individual easement square footage areas. The exhibits shall be used by the **CITY** for initial right-of-way discussions and verification in advance of the preparation of acquisition plats. For budgetary purposes, it is assumed that twelve (12) parcel exhibits are needed, with six (6) parcels needing permanent acquisition, and twelve (12) parcels needing temporary easements.

The **SUBCONSULTANT**, JCG Land Services shall coordinate with properties, obtain appraisals and review, title research, transfer document preparation, and assist with the closing and signing of warranty

deeds.

DESIGN PHASE SERVICES

A. Develop Design Criteria and Research

The **CONSULTANT** shall prepare design criteria to be used in developing preliminary design plans and specifications. Criteria shall conform to Iowa Statewide Urban Design and Specifications (SUDAS) and the current edition of the City of Ankeny's Supplemental Specifications. The criteria to be addressed shall include:

- 1) Existing conditions
- 2) Confirm Design Criteria (roadway classification, speeds, typical section, cross slope, curb radii, etc.)
- 3) Americans with Disabilities Act (ADA) sidewalk ramp compliance locations and needs, determination of ramp type will be confirmed (directional preferred)
- 4) Potential surface and parkway drainage concerns
- 5) Utility structure deficiencies or impacts (manholes, intakes, valves, handholes, traffic signal equipment, etc.)
- 6) Conceptual construction staging concept
- 7) Property owner impacts: access, parkway grading, impacted landscaping, trees, mailboxes, driveway concerns, etc.
- 8) Estimated number of trees for removal
- 9) Recommendations
- 10) Design Exceptions
- 11) Regulatory Permit Needs, as Required (National Pollutant Discharge Elimination System (NPDES), Iowa Department of Natural Resources (DNR) water, DNR sewer, etc.)
- 12) No watermain or sanitary sewer design is anticipated to be included with this project

B. Preliminary Plans (60% Submittal)

The **CONSULTANT** shall develop Preliminary Design Plans for the project letting. Upon completion, the design plans shall be approximately 60% complete.

1) Preliminary Plans Preparation

Preliminary Plans shall be completed to provide the **CITY** the detail necessary to evaluate and budget for ultimate project improvement goals and an understanding of property impacts. The following specific design items are to be included:

Title and General Information Sheets (A Sheets)

This task consists of assembling the preliminary title and general information sheets. The preliminary title sheets will include the following: index of sheets, revisions, legend, location map, design traffic data.

Preliminary Typical Cross Sections (B Sheets)

This task consists of assembling the Typical Cross Sections to be used for the proposed improvements as well as a preliminary determination of the limits that each Typical Section will apply. The typical Cross Sections will include but not be limited to typical sections for the proposed grading, drainage and paving improvements.

Preliminary Estimate of Quantities (C Sheets)

This task consists of a preliminary determination of the bid items to be included in the project, along with an estimate of quantities for each item.

Preliminary Plan and Profile (D Sheets)

This task consists of the development of preliminary plan sheets that will show the existing topography along with the proposed improvements. Included will be the necessary CAD work to show the preliminary design features for the proposed improvements. The scale of these sheets will be 1"=20'.

Preliminary Removal Plans (F Sheets)

This item consists of preliminary design and drafting of proposed improvements and removals.

Preliminary Traffic Control and Staging (J Sheets)

Develop suitable plan for construction scheduling and staging of the Project and for traffic control measures to be implemented during construction. Staging plan shall include provisions for maintaining access to adjacent properties during construction. The traffic control devices, procedures, and layouts shall be as per the Manual of Uniform Traffic Control Devices (MUTCD).

Preliminary Intersection Geometrics (L Sheets)

Develop and refine geometric layouts and provide additional horizontal and vertical survey information needed to construct the intersections. The scale of these plans sheets will be 1"=10'. Run turning movements for school buses at the main intersection to ensure that turns can be made appropriately.

Preliminary Storm Drainage Design (M Sheets)

Develop preliminary storm sewer layout and sizing based on proposed improvements and existing drainage patterns utilizing Chapter 2 of the SUDAS Design Manual. Resolve potential conflicts with underground utilities and other design elements. Vertical profiles are not developed as part of this task. The scale of these plans sheets will be 1"=10'.

Preliminary Signal Design (N Sheets)

Develop preliminary signal layout for the NW Prairie Ridge Drive/NW 9th Street & NW Ash Drive intersection. This will include fiber interconnect design and connection from the new traffic signal to the existing fiber optic currently running through NW Ash Drive and NW Prairie Ridge Drive intersection. **CITY** will provide splice document and diagrams.

Preliminary Pavement Markings and Signage Plan (PM Sheets)

Provide preliminary pavement marking and signage plans

Preliminary Curb Ramp Design (S Sheets)

Develop preliminary curb ramp layout in accordance with Chapter 12 of Iowa SUDAS Design Manual. Design ramp geometric configurations alternatives, identify surface requirements, review general horizontal curb opening, level operating spaces, cross slopes, running slope, and identify sidewalk width and passing space within the corridor. Curb ramps will be designed at the following intersections:

- a. NW Prairie Ridge Drive/NW 9th Street & NW Ash Drive
- b. NW 9th Street & NW Maple Street

Preliminary Cross Sections (W Sheets)

This item consists of preliminary design and drafting of cross sections every 25' for use with staking during construction.

The **CONSULTANT** shall submit the preliminary plans and the **CITY** will provide one (1) round of

comments to the **CONSULTANT** for incorporation into the check plans.

2) Preliminary Plans (60% Submittal) Design Review Meeting

As stated previously, a meeting will be held with the **CITY** to discuss key issues, design concepts, access control and traffic control/stage construction. The review shall determine the completion of the preliminary plan design, identify needed adjustments to minimize potential property impacts and confirm the proposed staging plans. Revisions shall be noted for preparation of the final design.

3) Deliverables

- i. Electronic set of Preliminary Plans (60% Submittal)*
- ii. Opinion of Probable Construction Costs*
- iii. Tabular text file of existing infrastructure*

C. Check Plans (90% Submittal)

Upon authorization from the **CITY**, the **CONSULTANT** shall proceed with the development of Check Plans (90% Submittal). The development of Check Plans will include any comments received from the Preliminary Plans (60% Submittal) Design Review Meeting and the **CITY**'s Preliminary Plans design review comments provided back to the **CONSULTANT**. It is assumed that no geometric revisions to the roadway design shall occur after the start of the development of the Check Plans. **CITY** shall provide the front end template and **CONSULTANT** will provide edits for bid items and quantities.

1) Check Plans Preparation

Check Plans shall be completed in preparation of the letting. Plan set shall be biddable with only minor changes expected after this submittal. The following specific design items are to be included:

Title and General Information Sheets (A Sheets)

This task consists of assembling the final title and general information sheets. The final title sheets will include the following: index of sheets, revisions, legend, location map, project number, design traffic data.

Final Typical Cross Sections (B Sheets)

This task consists of final design and drafting of typical cross sections and standard details to be utilized for the improvements.

Final Estimate of Quantities (C Sheets)

This task consists of final bid items to be included in the Project, as well as final quantity tabulations, and the development of the general notes and estimate reference information.

Final Plan and Profile (D Sheets)

This item consists of the final design and drafting of roadway plan and profile sheets, including the detail information required for plan approvals, permitting, and construction of the proposed improvements. This task also consists of the final design and drafting for the installation of new utilities and utility adjustments that can be determined from coordination with the utility companies at the time of design.

Final Removal Plans (F Sheets)

This item consists of final design and drafting of proposed improvements and removals.

Final Traffic Control, Staging (J Sheets)

This item consists of final design and drafting of the traffic control and staging sheets. The staging plan shall consider vehicle, pedestrian, and transit impacts and make accommodations for all modes of transportation. The **CONSULTANT** shall also consider potential street use events during construction and make accommodations within the staging plans. The traffic control devices, procedures, and layouts shall be as per the Manual of Uniform Traffic Control Devices (MUTCD).

Final Intersection Geometrics (L Sheets)

This item consists of the final design and drafting of jointing details, spot elevations, and geometric layouts for all non-typical pavement areas.

Final Storm Drainage Design (M Sheets)

This item consists of final design and drafting of storm sewers, storm sewer inlets, manholes and other storm drainage related facilities for the Project.

Final Signal Design (N Sheets)

This item consists of final design and drafting of traffic signal installation, and fiber interconnect. Signal timings are assumed to be provided by the **CITY**.

Final Pavement Markings and Signage Plan (PM Sheets)

This item consists of final design and drafting of pavement markings including tabulation of pavement markings and signs.

Final Curb Ramp Design (S Sheets)

Develop final curb ramp layout in accordance with Chapter 12 of Iowa SUDAS Design Manual. Finalize ramp geometric configurations, surface requirements, horizontal curb openings, level operating spaces, cross slopes, running slope, and sidewalk widths and passing spaces within the corridor.

Final Cross Sections (W Sheets)

This item consists of final design and drafting of cross sections every 25' for use with staking during construction.

The **CONSULTANT** shall submit the Check Plans and the **CITY** will provide one (1) round of comments to be incorporated into the Final Plans.

2) Opinion of Probable Construction Cost

The **CONSULTANT** shall prepare an opinion of probable construction cost for the project. The cost estimates shall be based on representative major project elements and recent bid information. The **CONSULTANT** shall determine bid items, quantities, and unit costs for the project.

3) Check Plans (90% Submittal) Design Review Meeting

A meeting shall be held with the **CITY** to discuss final design issues, submittals and bidding and construction schedules. The review shall determine the completion of the final plan design, identify needed adjustments to minimize potential property impacts and confirm the proposed staging plans. Revisions shall be noted for preparation of the final design.

4) Deliverables

- i. *Electronic set of Check Plans (90% Submittal)*
- ii. *Electronic copy of City Preliminary Plans (60% Submittal) design review comments and how each comment was addressed in Bluebeam*

iii. Opinion of Probable Construction Costs

D. Final Plans (100% Submittal)

Upon authorization from the **CITY**, the **CONSULTANT** shall proceed with the development of Final Plans. The development of Final Plans will include any comments received from the Check Plans Design Review Meeting and the **CITY**'s Check Plans design review comments provided back to the **CONSULTANT**. Upon completion, the design plans shall be 100% complete.

1) Incorporate Comments from Check Plans (90% Submittal) Design Review

The **CONSULTANT** shall respond to comments resulting from the City's Check Plans (90% Submittal) Design Review. Recommended modifications shall be incorporated into the final plan set.

2) Final Special Provisions

The **CONSULTANT** shall provide revisions to **CITY** front ends that include bid items and quantities.

3) Final Opinion of Probable Construction Cost

The **CONSULTANT** shall prepare a final opinion of probable construction cost for the project. The final cost opinion shall include all project elements.

4) Deliverables

- i. Complete set of Final Plans, in PDF format*
- ii. Electronic copy of City Check Plans (90% Submittal) design review comments and how each comment was addressed in Bluebeam*
- iii. Five (5) complete sets of Final Plans, in hardcopy*
- iv. Final quantities and cost estimate, in CITY provided Excel format*
- v. Front ends bid items and quantities, in Word format*
- vi. All CADD files*
- vii. Approved permits necessary for the project*

BIDDING PHASE SERVICES

The project shall be bid by the **CITY**. The work tasks to be performed or coordinated by the **CONSULTANT** during the Bid Period Services are based upon one bid letting and shall include the following:

A. Plan Clarification and Addenda

The **CONSULTANT** shall assist the **CITY** during the bid period in answering questions regarding the design intent. The **CONSULTANT** shall address questions presented by the **CITY** and prepare any necessary addenda for distribution by the **CITY**.

SCHEDULE

- Notice to Proceed: August 2024
- Survey and Data Collection: August 2024
- Design Criteria Memo: October 2024
- Preliminary Plans (60% Submittal): February 2025
- Utility Design Review: April 2025
- Check Plans (90% Submittal): May 2025
- Final Plans (100% Submittal): July 2025
- Bid letting: Fall 2025

- Contract award: Fall/Winter 2025/2026
- Commence Construction: Spring 2026

Detailed Cost Estimate

Client: City of Ankeny Project: NW PRAIRIE RIDGE DR, NW 9TH ST & NW ASH DR INTERSECTION IMPROVEMENTS		Bolton & Menk, Inc.																
Task No.	Work Task Description	Principal-in-Charge	Project Manager	QA/QC	Roadway Lead	Project Engineer	Utilities Lead	Project Engineer	Traffic Lead	Traffic Engineer	Survey Manager	Surveyor	Survey Technician	Communications	Pothole Sub	Clerical	Total Hours	Total Cost
1.0	Project/Contract Management	24	80	0	0	0	0	0	0	0	0	0	0	0	0	2	106	\$19,826
2.0	Project Coordination & Public Participation and Involvement	0	40	0	20	0	20	0	8	0	36	0	54	40	0	0	218	\$35,398
3.0	Survey and Data Collection	0	8	0	0	0	16	24	0	0	16	72	12	0	35	0	183	\$31,348
4.0	Design Phase Services	0	96	40	204	492	72	140	112	288	0	0	0	0	0	0	1444	\$247,268
5.0	Bidding Phase Services	0	8	0	4	0	2	0	4	0	0	0	0	0	0	2	20	\$3,466
Total Hours		24	232	40	228	492	110	164	124	288	52	72	66	40	35	4	1971	
Average Hourly Rate		\$216.00	\$181.00	\$171.00	\$181.00	\$183.00	\$184.00	\$153.00	\$191.00	\$139.00	\$186.00	\$163.00	\$131.00	\$139.00	\$200.00	\$81.00		
Subtotal		\$5,184	\$41,992	\$6,840	\$41,268	\$90,036	\$20,240	\$25,092	\$23,684	\$40,032	\$9,672	\$11,736	\$8,646	\$5,560	\$7,000	\$324		
Bolton & Menk, Inc Fee																	\$337,306	
JCG Land Services																	\$60,800	
Construction Materials Testing (CMT)																	\$4,425	
TOTAL FEE																	\$402,531	

2024 SCHEDULE OF FEES

The following fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2024. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates include labor, general business, and other normal and customary expenses associated with operating a professional business. For projects with typical expenses and unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond typical project expenses, non-routine expenses, and expenses beyond the agreed scope of services, such as out of town travel expenses, long travel distances, large quantities of prints, extra report copies, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

Employee Classification	Hourly Billing Rates
Senior Project Manager	\$180-261
Project Manager	\$145-231
Senior Project Engineer	\$140-216
Project Engineer	\$130-201
Design Engineer	\$115-176
Graduate Engineer	\$120-156
Senior Planner	\$110-231
Planner	\$85-161
Senior Landscape Architect	\$145-216
Landscape Architect	\$130-161
Landscape Designer	\$75-134
Licensed Project Surveyor	\$160-191
Graduate Surveyor	\$125-191
Survey Technician	\$80-189
Senior Technician	\$120-206
Technician	\$85-176
Specialist*	\$95-226
Practice Expert**	\$170-311
Senior Principal	\$200-320
Principal	\$165-286
Administrative/Corporate Specialists	\$50-176
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.

*Specialized role not classified above otherwise, incl. graphic design, project communication, funding support, etc.

**Highly specialized and industry expertise unique to the market or area of discipline.

**CLIENT**

Bolton & Menk, Inc.

**PROJECT NAME**Ankeny - NW Prairie Ridge
& NW Ash Intersection**BID DATE**

7/30/2024

**ADDRESS**

430 E Grand Ave #101

**CITY/STATE/ZIP**

Des Moines, IA 50309

**PHONE**

612-597-6136

**E-MAIL**zach.parson@bolton-
menk.com**PREPARED BY:**

Justin Walton

Urbandale Public
Works Project
Manager

ROW Services Cost Estimate Breakdown

Bolton & Menk | Ankey NW Prairie Ridge & NW Ash Intersection

Estimated Number of Parcels: 12

Description of Expenses	Amount	Hours	Unit Price	Total
Title Reports	6		\$350.00	\$2,100.00
Project Data Book	0		\$0.00	\$0.00
Compensation - Appraisals & Review Appraisals	2		\$5,000.00	\$10,000.00
Compensation - Appraisal Waivers	10	20		\$2,000.00
GIS/GPS Easement Exhibits				\$0.00
GIS/GPS Easement Mapping				\$0.00
Title Research & Transfer Doc Prep.		54		\$5,460.00
Acquisition Process		252		\$27,720.00
Project Management		88		\$12,144.00
JCG Expenses (mileage, lodging, per diem, postage, misc.)			\$1,376.00	\$1,376.00
JCG In-House Fees				\$48,700.00
Reimbursable Expenses (Title Reports, Appraisals, and Review Appraisals)				\$12,100.00
Total ROW Cost Estimate				\$60,800.00
Cost Estimate Per Parcel				\$5,066.67

This project cost estimate is valid for 90 days from the bid date listed above.

SIGN BELOW TO ACCEPT QUOTE:

AUTHORIZED REP

8/05/2024

DATE



July 30, 2024

Bolton and Menk Engineers, Inc.
430 East Grand Avenue
Des Moines, Iowa 50309

RE: **Geotechnical Investigation**
PRA 9 Signal and Turn Lanes
Ankeny, Iowa

Attn: Mr. Zach Parsons, P.E.,

Thank you for the opportunity to provide our services for the above referenced project. Based on available information, I have put together the following estimate for geotechnical exploration for the project.

Table 1. Geotechnical Study

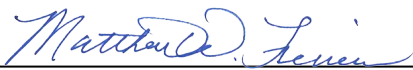
<i>Description of Services</i>	<i>Quantity</i>	<i>Estimate</i>
Mobilization & Traffic Control	1s	\$1,650.00
Drilling and Sampling (Total Feet)	45	\$1,125.00
Laboratory Testing of Soil Samples	1s	\$875.00
Engineering Report	1s	\$775.00
Total		\$4,425.00

Drilling and sampling will include nine 5 feet deep borings for the proposed intersection improvements. CMT will contact Iowa One Call for utility locates and will provide the boring layouts. Upon agreement of this proposal, drilling operations can be scheduled within two weeks after utility locates have been cleared. Verbal findings will be available within three days of completion of drilling operations and a finalized report will be issued within one week of completed drilling operations. Engineering report and laboratory testing will be completed within 1 week after drilling operations are completed. The engineering report includes soil classifications, site conditions, groundwater observations, grading concerns, foundation design, retaining wall/loading dock wall design parameters, paving design, subbase design and seismic design considerations. If CMT is elected for this project, please sign and return a copy of this contract for our records. All past due invoices are subject to a 1.5% service charge. Please feel free to call us should you have any questions or if we may be of any further assistance. We look forward to working with you.

Sincerely,

Sybil K. Ferrier, P.E.
Principal Engineer

I accept the terms of the above agreement and agree to pay the stated amount.


Signed

8/05/2024

Date



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns



Print

ORIGINATING DEPARTMENT:

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

City Manager
City Attorney

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available



ANKENY CITY COUNCIL

City Council Agenda

August 5, 2024
5 : 30 PM

Mark Holm, Mayor
Bobbi Bentz, Mayor Pro tem

Council Members: Jeff Perry, Joe Ruddy, Todd Shafer, Kelly Stearns

 [Print](#)

ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:

ACTION REQUESTED:

LEGAL:

SUBJECT:

- *Public Hearing - Otter Creek Clubhouse Renovations - 8/19/24 @ 5:30 p.m.*
- *Public Hearing - vacate SE Delaware Public Easements - 8/19/24 @ 5:30 p.m.*
- *Regular City Council Meeting - 9/3/24 @ 5:30 p.m.*

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

CITY MANAGER'S RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available