

CITY OF HUXLEY

TUESDAY – OCTOBER 24, 2017 – HUXLEY CITY HALL

AGENDA

CITY COUNCIL MEETING – 6:00 PM

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA, WILL MEET AT THE HUXLEY CITY HALL 515 N. MAIN AVE., HUXLEY, IOWA, FOR THEIR REGULAR COUNCIL MEETING AT 6:00 PM ON TUESDAY THE 24th DAY OF OCTOBER, 2017 TO DISCUSS THE MATTERS ENUMERATED IN THE AGENDA LISTED BELOW.

ROLL CALL – QUORUM PRESENT

- 1.00) COMMENTS FROM THE PUBLIC AND RECEIVING OF PETITIONS AND/OR WRITTEN COMMUNICATIONS TO THE CITY COUNCIL ON AGENDA AND NONAGENDA ITEMS.
- 2.00) PRESENTATION(S):
 - a.) Shon Bruellman – Big Red Truck -- Rescheduled
- 3.00) PROCLAMATION(S): NONE
- 4.00) CONSENT AGENDA:

ALL ITEMS LISTED WITHIN THIS SECTION ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS UNLESS A COUNCIL MEMBER OR CITIZEN SO REQUESTS, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS. AND CONSIDERED SEPARATELY.

- 4.01) TO APPROVE THE MINUTES FROM THE FOLLOWING MEETINGS:
 - October 10, 2017 -- Regular Council Meeting
- 4.02) TO APPROVE FINANCIAL REPORTS AND PAYMENT OF BILLS.
- 4.03) TO APPROVE BEER, WINE AND LIQUOR LICENSES, CIGARETTE PERMITS/ RENEWALS.
- 4.04) TO APPROVE THE APPOINTMENT OF JOSEPH SCOTT TO THE PLANNING AND ZONING COMMISSION.
- 4.05) TO APPROVE THE APPOINTMENT OF MARK JUDGE TO THE HUXLEY TREE BOARD.
- 4.06) TO APPROVE THE REAPPOINTMENT OF CHUCK HELMS TO THE HUXLEY LIBRARY BOARD.
- 4.07) TO APPROVE THE APPOINTMENT OF AMANDA DeMARIS HUXLEY PARKS AND RECREATION BOARD.
- 4.08) TO APPROVE THE REAPPOINTMENT OF JAY JOHNSON TO THE HUXLEY PARKS AND RECREATION BOARD,

5.00) PUBLIC HEARING(S):

5.01) PUBLIC HEARING ON PROPOSED DEVELOPMENT AGREEMENT WITH MEADOW LANE INVESTMENTS, L.L.C.”

- a.) Mayor Opens Hearing**
- b.) Discussion**
- c.) Council Closes Hearing**

AGENDA ITEMS:

6.00) COMMUNITY BETTERMENT:

- 6.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 17-081 APPROVING DEVELOPMENT AGREEMENT WITH MEADOW LANE INVESTMENTS, L.L.C., AUTHORIZING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS AND PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE PAYMENT OF THE AGREEMENT”**

7.00) PUBLIC SAFETY:

- 7.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 17-080 APPROVING APPOINTMENTS OF MEMBERS AS THE CITY OF HUXLEY REPRESENTATIVES TO THE POLK COUNTY JOINT 911 SERVICE BOARD.**

8.00) FINANCE:

- 8.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 17-083 AUTHORIZING THE CERTIFICATION OF LIENS TO THE STORY COUNTY TREASURER FOR PURPOSES OF ASSESSING THE COST OF THE TREE TRIMMING CHARGES AGAINST THE PROPERTY AT 202 SYCAMORE.**

9.00) LEISURE ACTIVITIES: NONE

10.00) ADMINISTRATIVE BUSINESS: NONE

COMMENTS FROM STAFF, COUNCIL AND MAYOR.

ADJOURNMENT

THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE. THIS WAS DONE BY ADVISING THE NEWS MEDIA WHO HAVE FILED A REQUEST FOR NOTICE AND BY POSTING THE NOTICE ON THE WINDOW IN THE LOBBY AREA IN CITY HALL THAT IS ACCESSIBLE AND VIEWABLE TO THE PUBLIC. THIS WAS ALL PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.

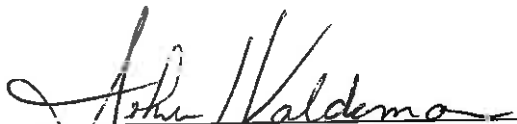
WORKSESSION:

THE CITY COUNCIL WILL MEET FOR AN INFORMAL WORKSESSION TO WORK ON ITEMS AND NOT TAKE ANY ACTION ON THOSE ITEMS DURING THE WORKSESSION.

DISCUSSION TOPICS; THAT THE FOLLOWING TOPICS ARE SUGGESTED AND THEY DO NOT REFLECT ALL POSSIBLE ITEMS THAT COULD BE DISCUSSED OR NOT. THE LISTING BELOW DOES NOT NECESSARILY REFLECT THE ORDER IN WHICH THE ITEMS WILL BE DISCUSSED OR IF THEY WOULD BE DISCUSSED AT THIS MEETING. NO ACTION WILL BE TAKEN ON ANY OF THE ITEMS AND THE LIST MAY CHANGE PRIOR TO OR AT THE MEETING.

1. Iron Bridge
2. Residential Subdivision
3. Food Trucks
4. Building Codes
5. Miscellaneous

THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE. THIS WAS DONE BY ADVISING THE NEWS MEDIA WHO HAVE FILED A REQUEST FOR NOTICE AND BY POSTING THE NOTICE ON THE WINDOW IN THE LOBBY AREA IN CITY HALL THAT IS ACCESSIBLE AND VIEWABLE TO THE PUBLIC. THIS WAS ALL PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.


John Haldeman, City Administrator

10/20/2017 1:41 PM

Huxley City Council Minutes

Tuesday, October 10, 2017

These minutes are as recorded by the City Clerk and are subject to City Council approval at the next regular council meeting.

COUNCIL MEETING: The Huxley City Council met in a regular council meeting on the above date pursuant to rules of the council, notice posted at City Hall, posted on website and emailed to news media. Mayor Henry called the meeting to order at 6:02 PM.

COUNCIL MEMBERS PRESENT: Jensen, Deaton, Kuhn, Hemmen, Roberts

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Gerry Stoll-Police Sargent

CONSULTANT PRESENT: Forrest Aldrich-City Engineer, Amy Beattie-City Attorney

GUESTS PRESENT: Brent Culp, Jim Elliott, Duane Jensen, Troy Petersen, Luke Wall, Steve Quick, Steve Domino, Darold Primmer, Mark Lee, Dan Novelli

CONSENT AGENDA:

MOTION-Kuhn, Second - Deaton to approve all agenda items as listed.

- Approve September 26, 2017 Regular Council Meeting Minutes
- Approve Financial Reports and Payment of Bills
- Approve Reappointment of Larry Wilson to Planning and Zoning Board

Roll Call: Roberts, Kuhn, Jensen, Hemmen, Deaton voted yes. Motion carried.

Claims:

AFLAC	AFLAC	4.00
ALEXIS FELDMANN	REIMBURSE FOR AMBULANCE PYMT	25.00
ALLIANT ENERGY	GAS AND ELECTRIC	10,004.57
ARNOLD MOTOR SUPPLY	BALL JOINT	155.72
AVESIS INCORPORATED	VISION INS	296.93
BRICK GENTRY P.C.	HDC LEGAL FEES	3,600.00
BROWN SUPPLY CO. INC.	PVC PIPE	114.00
C & K HEATING	C & K HEATING	425.00
CARPENTER UNIFORM CO.	UNIFORM SHIRTS FOR STOLL	595.47
COMPASS MINERALS AMERICA	COURSE ROCK SALT	3,336.39
D & K PRODUCTS	HERBICIDE & FERTILIZER	2,355.00
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,475.66
EDWARD JONES	IRA	250.00
EMERGENCY MEDICAL PRODUCTS	MEDICAL SUPPLIES	49.02
HACH COMPANY	MISC. CHEMICALS	629.77
HALBROOK PLUMBING, LLC	PD TOILET & SINK REPAIR	115.72
HEATHER DINGER	TRAVEL REIMBURSEMENT	99.26
HENRY, CRAIG	REIMBURSEMENT	11.77
HUXLEY COOP TELEPHONE CO.	INTERNET, CABLE, PHONE	1,778.38
INTEGRATED PRINT SOLUTIONS	SOFTBALL COED CHAMP SHIRTS	164.05
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	8,879.70
IOWA DNR	ANNUAL WATER USE FEE	134.00
IOWA DOT	RETURN OF BOLT HEX SIGN	124.85
IOWA LAW ENFORCEMENT ACADE	MMPI APPLICANTS	600.00
IOWA MUNICIPAL FINANCE OFF	2017 FALL CONFERENCE	125.00
IPERS	IPERS	11,374.44
JASON KRAMER	YOUTH SOCCER REGIST. REFUND	65.00
KERMIT O. MOLDE	AMBULANCE OVERPAYMENT	519.08
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	850.30
MADRID AUTOMOTIVE	OIL AND FILTERS	74.06
MARCO, INC.	PRINTER MAINTENANCE AGREEMENT	191.55
MARTIN MARIETTA MATERIALS	TONS OF ROCK	759.94
MARTIN OIL WHOLESALE	UNLEADED AND DIESEL FUEL	892.68
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	250.00
MISCELLANEOUS VENDOR	DEFORD, ISAAC :US REFUND	463.23
OXEN TECHNOLOGY	REMOTE LABOR FOR MAT	67.50
QUALITYONE COMMERCIAL CLEA	OCTOBER JANITORIAL SERVICES	2,161.00
RELIASTAR LIFE INSURANCE C	LIFE INSURANCE	374.14
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	8,364.83

SPORTSMAN'S WAREHOUSE
STAPLES ADVANTAGE
TASC
TASC - CLIENT INVOICES
TREASURER, STATE OF IOWA
UHS PREMIUM BILLING
UTILITY EQUIPMENT COMPANY
VEENSTRA & KIMM, INC.
VERIZON WIRELESS

AMMO FOR DUTY & QUALIFICATION	201.28
OFFICE SUPPLIES	89.64
FLEX BENEFIT PLANS	576.22
NOVEMBER ADMIN FEES	66.25
STATE WITHHOLDING	2,911.00
MEDICAL INSURANCE	15,941.80
MISC. SUPPLIES FOR WTP	1,031.80
PRAIRIE RIDGE PLAT 1 LOT 53	3,314.00
PW CELL PHONES	281.21

001	GENERAL FUND	43,720.11
002	LIBRARY	4,903.35
003	RECREATION	4,558.46
004	FIRE AND RESCUE	565.17
014	AMBULANCE	1,152.17
100	PRAIRIE RIDGE DEV	250.00
110	ROAD USE	9,094.77
600	WATER UTILITY	13,734.04
610	SEWER UTILITY	8,192.14
	PAYROLL	39,009.10
	GRAND TOTAL	125,179.31

MOTION – Deaton, Second – Hemmen on Resolution No. 17-073 to Set a Date for Public Hearing on Establishment of the 2017 Iron Bridge Urban Renewal Area, Plan and Project. Hearing date scheduled for November 14, 2017. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Hemmen, Second – Roberts on Resolution No. 17-074 to Set Public Hearing to Approve a Development Agreement with Meadow Lane Development to Include Annual Appropriation Tax Increment Payments. Quick commented that agreement will include two phases of development. Hearing date set for October 24, 2017. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Kuhn, Second – Roberts on Resolution No. 17-075 to Approve Final Plat and Construction Plans for Blue Sky Commons. Brian Culp, engineer for Snyder & Associates, attended meeting to represent Don VanHoweling, property owner of Blue Sky Blvd. City engineer stated there were no outstanding issues with plans. Councilman Jensen remarked that site plans need to be provided to council in pdf format or larger copies of plans be provided to allow for easier reading. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Kuhn, Second – Deaton on Resolution No. 17-076 to Approve Site Plan for Innovative Technology at 1545 Blue Sky Blvd. Luke Wall, Woodruff Construction representative, explained that Innovative Technology services and maintains centrifuges for ethanol plants. Building will be 15,000 square feet. City engineer stated there were no outstanding issues with plans. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Hemmen, Second – Roberts on Resolution No. 17-077 to Approve Site Plan for Continental Manufacturing Chemist (CMC) at 1502 Blue Sky Blvd., Contingent Upon the Need for a Wastewater Pre-Treatment Agreement. City engineer stated that there were two outstanding issues:

- 1) Fire line on south end being connected to 12" water main. CMC representative remarked there was no concern regarding connection.
- 2) Wastewater discharge from manufacturing facility has not yet been determined. City ordinance and DNR has discharge limitations. Pre-treatment agreement may be required depending on discharge results. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Roberts, Second – Kuhn on Resolution No. 17-078 to Approve Amendment to the Bulk Regulations for Lot 53 in Prairie Ridge Plat I PUD. Duane Jensen, property owner, informed council that amendment allowed for individual sale of units in three plexes as opposed to entire a three plex being

sold as one unit. Roll Call: Kuhn, Deaton, Roberts, Hemmen voted yes; Jensen abstained. Motion carried.

MOTION – Deaton, Second – Roberts on Ordinance No. 485 to Amend the Zoning Ordinance in Municipal Code of the City of Huxley to Add New Section 165.47 and Provide Regulations for Solar Energy Systems. Systems must be placed in rear yards and includes language for large and small solar systems. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Deaton, Second – Roberts to Waive Second and Third Readings of Ordinance. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Hemmen, Second – Roberts on Resolution No. 17-079 to Approve Transfer of Property and Surplus Funds from Huxley Development Corporation (HDC) to City of Huxley. Deed has been recorded. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

MOTION – Deaton, Second – Roberts to Table Resolution No. 17-080 to Appoint City Representatives to Polk County Joint 911 Service Board. Councilman Deaton stated that representatives needed to be active participants and involved with Story County 911 Board. Council will discuss further. Roll Call: Jensen, Kuhn, Deaton, Roberts, Hemmen voted yes. Motion carried.

ADJOURNMENT: Motion –Kuhn, second – Deaton to adjourn meeting at 6:58 pm. 5 ayes, 0 nays.

WORK SESSION: Mayor Henry called the meeting to order at 7:05 pm.

Residential Subdivision – Mark Lee and Dan Novelli, Kading Property LLC, provided council with information regarding the 76 condo residential subdivision which will be called Villas at 315. Subdivision will be an extension of Meadow Lane Development and will be zoned R-3. Condos will be rentals that will include three parking spaces per unit. Mr. Lee and Mr. Novelli answered questions from council regarding development plans, maintenance, association rules, etc.

Building Codes – Councilman Kuhn led council in discussion to update city's building code. City currently abides by 2006 code and councilman Kuhn briefed council on what changes would occur with update to 2015 codes. Councilman Kuhn stated he would bring most impactful and controversial code changes to next council meeting to be discussed.

Iron Bridge- Council exchanged views on development agreement for Iron Bridge as well as future development agreements.

ADJOURNMENT: Motion –Hemmen, second – Roberts to adjourn meeting at 8:25pm. 5 ayes, 0 nays.

Craig D. Henry, Mayor

Attest:

Jolene R. Lettow, City Clerk

10-24-17 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A TECH-TCI	10/1/17-12/31/17 MONITORING	\$ 105.00
3	ACCESS SYSTEMS	UPDATE PHONE SYSTEM	\$ 31.25
4	ALEXANDRIA GREENFIELD	TOT REGISTRATION REFUND	\$ 59.00
5	AMY BAKER	TOT REGISTRATION REFUND	\$ 59.00
6	ANKENY SANITATION	CENTENNIAL PARK, WWTP, 3C'S, NORD KALSEM, MAINT. SHOP	\$ 305.08
7	BAKER GROUP	MAINTENANCE AGREEMENT-3 OF 4 FOR SAFE ROOM AND 3C'S	\$ 8,132.00
8	BRICK GENTRY P.C.	BOND CLAIMS	\$ 381.25
9	BUD'S AUTO REPAIR INC	NEW TIRES AND SERVICE ON FORD	\$ 1,239.67
10	CAPITAL CITY EQUIPMENT CO.	OIL & FUEL FILTER AND BOOT KIT	\$ 74.67
11	CASEY'S GENERAL STORES INC	GASOLINE	\$ 1,289.37
12	CENTERPOINT LARGE PRINT	LARGE PRINT WESTERNS	\$ 42.54
13	CENTRAL IOWA DISTRIBUTING	GLOVES, DEGREASER, WORKHORSE	\$ 279.00
14	CENTRAL IOWA TRUCKING	HAULING ROCK	\$ 274.25
15	CHITTY GARBAGE SERVICE INC	FD GARBAGE SERVICE	\$ 43.34
16	CLASSIC BUILDERS	BUILDING PERMIT DEPOSIT REFUND	\$ 500.00
17	COMPASS MINERALS AMERICA	COARSE BULK SALT	\$ 3,404.92
18	CONSUMERS ENERGY	ELECTRICITY	\$ 9,163.76
19	D.J. GONGOL & ASSOCIATES	CHECK VALVE SPRING	\$ 31.30
20	DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 196.39
21	DEMCO	SUPPLIES	\$ 236.60
22	DOLLAR GENERAL CORPORATION	ANTIBACTERIAL WIPES, PLATES, BOWLS, PROGRAM SUPPLIES, LATCHING BOX	\$ 76.58
23	DORSEY & WHITNEY LLP	2017 GO REFUNDING BONDS DISCLO	\$ 7,500.00
24	EDUCATIONAL SERVICES	EDC/USBORNE BOOKS	\$ 321.54
25	ELECTRIC WHOLESALE CO.	BULBS AND PHOTO EYE	\$ 101.22
26	ENGINEERED EQUIPMENT SOLUT	LONGOPAC BAGS	\$ 204.20
27	GALL'S, LLC	DUTY BOOTS	\$ 184.98
28	GERALD WALSH	MAGIC CAMP REGISTRATION REFUND	\$ 60.00
29	GRAINGER	WASHER KIT	\$ 6.39
30	HAPPE HOMES, LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 500.00
31	HOKEL MACHINE SUPPLY	BRASS GRIP AND LOCK-ON HOSE	\$ 7.52
32	IAWEA	FALL MEETING REGISTRATIONS	\$ 120.00
33	ICMA MEMBERSHIP RENEWALS	2018 MEMBERSHIP	\$ 679.44
34	INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	\$ 9,415.93
35	IOWA ASSN. MUN. UTILITIES	IAMU WATER/WW CONFERENCE	\$ 175.00
36	IOWA DOT	50 LBS. OF CALCIUM CHLORIDE, WOODEN CABINETS, METAL CART, SNOW FENCE, "NO PARKING" SIGNS	\$ 1,729.90
37	IOWA ONE CALL	LOCATE EMAILS	\$ 84.60
38	ITRON, INC.	MAINT. ON METER READER	\$ 2,209.01
39	JEREMY J. ARENDS	SEPTEMBER'S TREASURER'S REPORT	\$ 80.00
40	JESSICA SWANSON	MAGIC CAMP REGISTRATION REFUND	\$ 45.00
41	KELLY DOMINO	TOT REGISTRATION REFUND	\$ 64.00

10-24-17 Council Claims

	A	B	C
42	KEYSTONE LABORATORIES	MONTHLY SAMPLING	\$ 1,340.60
43	KRISTA MCGINN	TRAVEL REIMBURSEMENT	\$ 399.01
44	L L PELLING CO.	SEAL COATING ROADS	\$ 66,523.80
45	LACEY BRUNING	TOT REGISTRATION REFUND	\$ 59.00
46	MADRID AUTOMOTIVE	GAS CAP	\$ 12.81
47	MARCO, INC.	PD AND ADMIN PRINTER/COPIER CONTRACTS	\$ 471.80
48	MC FARLAND CLINIC	HEARING TEST-GLOEDE	\$ 30.00
49	MELINDA BLAZEK	TOT REGISTRATION REFUND	\$ 64.00
50	MELISSA CAMPBELL	MAGIC CAMP REGISTRATION REFUND	\$ 40.00
51	MID-IOWA OCCUPATIONAL TEST	PRE-EMPLOY & RANDOM DRUG TEST	\$ 115.00
52	MIDWEST BREATHING AIR SYST	SCBA SERVICE	\$ 166.50
53	MUNICIPAL SUPPLY	METER SPUDS, GREEN & BLUE FLAG	\$ 330.00
54	NCL OF WISCONSIN, INC.	CHEMICALS FOR WWTP	\$ 121.48
55	NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT MAINTENANCE	\$ 105.00
56	OXEN TECHNOLOGY	MICROSOFT EXCHANGE	\$ 296.00
57	PETERSON, JEFFERY	TRAVEL REIMBURSEMENT	\$ 20.40
58	POSTMASTER	BULK POSTAGE FOR UTILITY BILLS	\$ 335.34
59	QUICK'S HARDWARE HANK	SEE ATTACHED	\$ 499.46
60	SAM'S CLUB MC/SYNCB	SEE ATTACHED	\$ 2,046.22
61	SLATER ANIMAL HOSPITAL	BOARDING STRAY ANIMALS	\$ 316.69
62	SPRAYER SPECIALTIES INC.	NOZZLE AND TEEJET SPRAY TIP	\$ 17.92
63	SPRINGER PROFESSIONAL HOME	MONTHLY RODENT CONTROL	\$ 42.00
64	STAPLES ADVANTAGE	PRINTER INK, A-Z TABS, CALENDAR, STAPLER	\$ 139.35
65	STATE LIBRARY OF IOWA	DATABASE SUBSCRIPTION FEE	\$ 224.02
66	STEVE BROMAN	TOT REGISTRATION REFUND	\$ 59.00
67	STORY COUNTY EXTENSION	ROW PEST CHEMICAL APP. CLASS	\$ 35.00
68	TASC	FLEX BENEFIT PLANS	\$ 576.22
69	THE DES MOINES REGISTER	THE DES MOINES REGISTER	\$ 244.25
70	TONI SONNER	TOT REGISTRATION REFUND	\$ 109.00
71	UNITYPOINT	PRE-EMPLOYMENT PHYSICAL	\$ 125.00
72	VAN-WALL EQUIPMENT INC.	SEAL, STEERING ARM & BALL JOINT	\$ 818.04
73	VERIZON WIRELESS	AMBULANCE, PD, AND PW CELL PHONES	\$ 461.22
74	WINDSTREAM IOWA COMMUNICAT	PD PHONE AT DISPATCH	\$ 70.81
75	Payroll Expense		\$ 41,344.01
76	GRAND TOTAL		\$ 166,972.65
77			
78			
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82			
83			
84			
85			

10-24-17 Council Claims

	A	B	C
86		FUND TOTALS	
87	001 GENERAL FUND	\$ 19,073.22	
88	002 LIBRARY	\$ 2,061.32	
89	003 RECREATION	\$ 2,403.01	
90	004 FIRE AND RESCUE	\$ 764.30	
91	014 AMBULANCE	\$ 957.34	
92	110 ROAD USE TAX	\$ 69,953.22	
93	200 DEBT SERVICE FUND	\$ 7,500.00	
94	600 WATER UTILITY	\$ 11,728.85	
95	610 SEWER UTILITY	\$ 11,187.38	
96	01 PAYROLL EXPENSE	\$ 41,344.01	
97	GRAND TOTAL	\$ 166,972.65	

MC BREAK DOWN		
FD	\$ 151.47	coupling
Water	\$ 403.72	annual membership, instrument calibration, paper towels, toilet paper
PD	\$ 6.80	postage
P & R	\$ 740.08	travel expenses for conference, nrpa annual membership, food for vending
Admin		
Streets	\$ 49.96	shop towels, tub, cord wheel, background check
Ambulance	\$ 177.80	polos, glow universe
Wastewater	\$ 516.39	parking for conference, battery for grease gun, vehicle parts, copies, caulk gun & 18 volt battery
Total	\$ 2,046.22	

QUICKS		
Fire	\$ 43.96	supplies to replenish ones used for gas spill
Nord Kalsem	\$ 13.47	furnace filters
Admin	\$ 42.97	faucet for bathroom
Library	\$ 6.98	knotty pine
P & R	\$ 24.72	concrete anchors,
Grounds	\$ 321.88	wheel, paint,
Streets	\$ 15.09	grass seed, mach/ballpeen,
Water	\$ 2.98	key
WW	\$ 18.93	pin, wire rose clip,
Parks	\$ 8.48	drain opener, shop pack,
Total	\$ 499.46	

Utility Report

September	2017					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	84	84	755,000	\$4,783.36	642,000	\$5,187.63
Schools	4	3	185,500	\$894.08	185,500	\$900.48
Rural	67	6	415,300	\$4,180.65	34,300	\$454.13
No Charge	20	14	1,432,100	\$0.00	1,222,600	\$0.00
Residential	1,451	1,451	5,696,736	\$50,016.15	5,504,436	\$60,360.52
Second Meter	123	N/A	1,598,900	\$7,482.11	N/A	N/A
Master Meters	14	N/A	12,324,300	\$0.00	N/A	N/A
TOTAL:	1,763	1,558	22,407,836	\$67,356.35	7,588,836	\$66,902.76

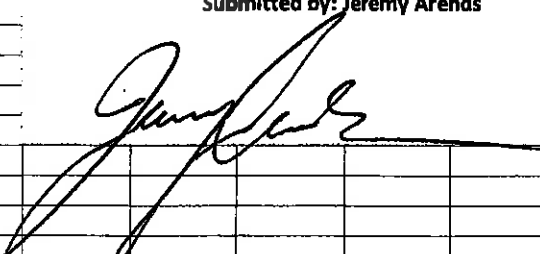
	Water:	Sewer:	
Total Billed Consumption (gallons):	8,651,436	6,366,236	TOTAL:
Total Billed:	\$67,356.35	\$66,902.76	\$134,259.11

September	2016					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	82	82	436,400	\$3,065.05	559,790	\$4,487.24
Schools	4	3	180,400	\$845.34	180,400	\$853.74
Rural	67	6	333,300	\$3,418.92	27,100	\$383.97
No Charge	20	14	1,735,390	\$0.00	930,300	\$0.00
Residential	1,344	1,344	4,795,175	\$41,083.54	4,779,875	\$51,379.98
Second Meter	117	N/A	566,800	\$2,855.81	N/A	N/A
Master Meters	12	N/A	334,900	\$0.00	N/A	N/A
TOTAL:	1,646	1,449	8,382,365	\$51,268.66	6,477,465	\$57,104.93

	Water:	Sewer:	
Total Billed Consumption (gallons):	6,312,075	5,547,165	TOTAL:
Total Billed:	\$51,268.66	\$57,104.93	\$108,373.59

Key:

Schools: Bus Barn, Middle School, Athletic Field, High School
 Rural: includes Deer Creek and East First Street (across from water plant)
 No Charge: City Hall, Fire Station, city flushing, Nord Kalsem, Trinity Methodist Church, master meters, bike trail, etc.
 Master Meters: Deer Creek, wells & 11 rural

South Story Bank & Trust Checking:			September 2017 Treasurer's Report			
Balance Per Statement:	\$	730,282.17	Submitted by: Jeremy Arends 			
Outstanding Checks:	\$	(85,710.49)				
Outstanding Deposits:						
Balance:	\$	644,571.68				
Fidelity Bank Checking:						
Balance Per Statement:	\$	69,360.40				
Money Market Accounts:						
South Story Money Market:	\$	2,401,701.30				
Fidelity Bank Money Market:	\$	1,099,484.27				
Money Market Balance:	\$	3,501,185.57				
Treasury Bonds:						
C55826600549	\$	1,603.20				
X32744552	\$	16,032.00				
M55820604B	\$	1,603.20				
C71508238	\$	160.32				
Bond Balances:	\$	19,398.72				
Petty Cash:	\$	300.00				
Total Combined Balances:	\$	4,234,816.37				
Treasurer's Report Balance:	\$	4,234,816.37				
Difference:	\$	-				

CITY OF HUXLEY
YEAR TO DATE TREASURERS REPORT
AS OF: SEPTEMBER 30TH, 2017

UND	BEGINNING CASH BALANCE	Y-T-D REVENUES	NET CHANGE IN ASSETS	Y-T-D EXPENDITURES	NET CHANGE IN LIABILITIES	CLOSING BALANCE	INVESTMENTS YTD BALANCE	CHECKING BALANCE
600-WATER UTILITY	316,783.72	224,054.75	0.00	124,566.78 (596.22)	415,675.47	100,000.00	515,675.47
601-WATER SINKING FUND	178,570.51	0.00	0.00	0.00 (98,500.00)	80,070.51	0.00	80,070.51
602-WATER RESERVE FUND	0.00	0.00	0.00	0.00	98,500.00	98,500.00	0.00	98,500.00
610-SEWER UTILITY	580,379.63	209,148.06	0.00	88,236.35 (29.60)	701,261.74	2,500.00	703,761.74
611-SEWER SINKING FUND	128,225.69	0.00	0.00	0.00 (90,335.00)	37,890.69	0.00	37,890.69
612-SEWER RESERVE FUND	0.00	0.00	0.00	0.00	90,335.00	90,335.00	0.00	90,335.00
RAND TOTAL	4,130,912.78	1,060,822.37	0.00	1,076,368.80 (2,448.70)	4,112,917.65	121,898.72	4,234,816.37

*** END OF REPORT ***



HUXLEY

PARKS & RECREATION DEPARTMENT

MEMORANDUM

To: Honorable Mayor Craig Henry & City Council
From: Travis Bakken
Date: 10/10/17
Re: Huxley Parks and Recreation Department

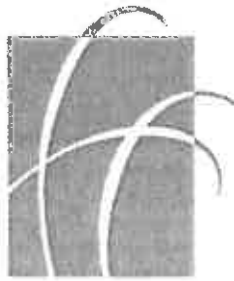
Action-Items

Re-Appointment of Huxley Park Board Member

Please review and discuss re-appointment of Jay Johnson to the Huxley Park Board serving a three-year term.

Thanks

Travis Bakken



HUXLEY

PARKS & RECREATION DEPARTMENT

MEMORANDUM

To: Honorable Mayor Craig Henry & City Council
From: Travis Bakken
Date: 10/10/17
Re: Re-Appointment of Huxley Park Board Member

I would like to recommend the re-appointment of Jay Johnson to the park board renewing his commitment to the board for another 3 years. Jay has done a nice job contributing to the Parks and Recreation Department while serving on the board. I look forward to working with Jay in the future to make our community a great place to live.

Thank You.

Travis Bakken



HUXLEY

— HEART OF THE PRAIRIE —

APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

The City of Huxley appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515) 597-2561. Additional information may be found on the city website at www.huxleyiowa.org. The City of Huxley is committed to providing equal opportunity for citizen involvement.

Please indicate those Boards and/or Commissions on which you would be willing to serve by checking below:

☐ Library Board of Trustees
 ☒ Tree Board
☐ Zoning Board Of Adjustments
 ☒ Parks and Recreation Board
☐ Planning & Zoning Commission
 ☐ Huxley Volunteer Fire Department

Name: Johnson Jay Douglas Date: 10/4/17
 Last First Middle

Address: 112 Cedar Lane Huxley IA 50124
 Street City State Zip

Occupation: Sales Manager

Employer's Name & Address: Martin Marietta
11252 Aurora Ave, Des Moines, IA 50322

(cell) Work Telephone No: 515-689-1510 Hours which you can be reached at this number: All

Home Telephone No: 515-597-3411 Hours which you can be reached at this number: 6-10 PM

Cell Phone No. — Hours which you can be reached at this number: —

Email: jay.johnson@martinmarietta.com

How long have you resided in Huxley? 16 years

Please list any previous Board membership positions (City, Church, School, Professional, etc.) and dates of service:

Current - P + R Board member, President - Nam Lutheran
Church, Sr Vice President - AGC of Iowa, Board member - Iowa
Concrete Paving Assn, Board member - Iowa Ready Mix Concrete Assn.

Please indicate below the reasons why you would like to be appointed to a Board or Commission and any specific skills or experience that you believe support your application:

- Continue service to current board
- Experience in board processes + knowledge of design + construction processes of public projects.

Please list two references other than a family member:

Name: Travis Bakken Relationship: P+R Director Phone Number: 319-939-3100

Name: Todd Clock Relationship: Employer Phone Number: 515-953-9026

Do you sell to, or are you in any manner a part to, any contract to furnish supplies, material, or labor to the City of Huxley? yes If so, please list dates of employment and positions held.

City of Huxley buys crushed stone from Martin Marietta

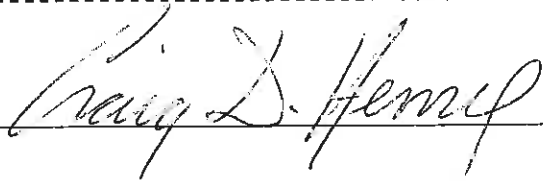
Have you ever been employed by the City? no If so, please list dates of employment and

Position(s) held. _____

Do you have relatives working for the City? no If so, please give name and relationship.

Please mail completed application to the office of the City Clerk at the following address:

City of Huxley
515 N. Main Ave.
Huxley, IA 50124
Attn: City Clerk

Mayor Approval: 

Council Approval Date: _____

Term Start Date: 9-1-17 Expiration Date: 9-1-2020



HUXLEY

APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

The City of Huxley appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515) 597-2561. Additional information may be found on the city website at www.huxleyiowa.org. The City of Huxley is committed to providing equal opportunity for citizen involvement.

Please indicate those Boards and/or Commissions on which you would be willing to serve by checking below:

☐ Library Board of Trustees
☐ Zoning Board Of Adjustments
☒ Planning & Zoning Commission

☐ Tree Board
☐ Parks and Recreation Board
☐ Huxley Volunteer Fire Department

Name: Scott Joseph Jay Date: 10/15/17
Last First Middle
Address: 610 Meadow Circle Huxley IA 50124
Street City State Zip
Occupation: Telecommunications

Employer's Name & Address: NAI Electrical Contractors
728 E. Lincoln Way Ames, IA 50010

Work Telephone No: same as cell Hours which you can be reached at this number: _____

Home Telephone No: same as cell Hours which you can be reached at this number: _____

Cell Phone No. 515-291-4384 Hours which you can be reached at this number: all

Email: joe.scott@nai-ames.com

How long have you resided in Huxley? 19 years

Please list any previous Board membership positions (City, Church, School, Professional, etc.) and dates of service:

none

Please indicate below the reasons why you would like to be appointed to a Board or Commission and any specific skills or experience that you believe support your application:

I want to help the community grow and improve for all
residents. I do have 10 years of construction experience
in electrical and telecommunications

Please list two references other than a family member:

Name: Cory Fox Relationship: Co-worker Phone Number: 515-291-4428
Name: Joshua Kanies Relationship: Friend Phone Number: 561-906-8834

Do you sell to, or are you in any manner a part to, any contract to furnish supplies, material, or labor to the City of Huxley? no If so, please list dates of employment and positions held.

Have you ever been employed by the City? no If so, please list dates of employment and Position(s) held. _____

Do you have relatives working for the City? yes If so, please give name and relationship.
Joann Scott, Library, Mother

Please mail completed application to the office of the City Clerk at the following address:

City of Huxley
515 N. Main Ave.
Huxley, IA 50124
Attn: City Clerk

.....

Mayor Approval: _____

Council Approval Date: _____

Term Start Date: _____ Expiration Date: _____



HUXLEY

— HEART OF THE PRAIRIE —

APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

The City of Huxley appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515) 597-2561. Additional information may be found on the city website at www.huxleyiowa.org. The City of Huxley is committed to providing equal opportunity for citizen involvement.

Please indicate those Boards and/or Commissions on which you would be willing to serve by checking below:

☐ Library Board of Trustees
☐ Zoning Board Of Adjustments
☐ Planning & Zoning Commission

☒ Tree Board
☒ ~~Parks and Recreation Board~~
☐ Huxley Volunteer Fire Department

Name: JUDGE MARK A. Date: 10-7-2017
Last First Middle

Address: 306 N. Main Ave. #2 Huxley IA 50124
Street City State Zip

Occupation: RESTAURANT MANAGEMENT

Employer's Name & Address:
DRUM ARTISTS 6300 SE 14th ST. Des Moines, IA 50330

Work Telephone No: _____ Hours which you can be reached at this number: _____

Home Telephone No: _____ Hours which you can be reached at this number: _____

Cell Phone No. 319-610-3686 Hours which you can be reached at this number: All

Email: mark.judge.2000@gmail.com

How long have you resided in Huxley? 3 months

Please list any previous Board membership positions (City, Church, School, Professional, etc.) and dates of service:

N/A

Please indicate below the reasons why you would like to be appointed to a Board or Commission and any specific skills or experience that you believe support your application:

We have recently moved to the community and I would like
the opportunity to help be a part. I am hardworking,
consistent, and will always follow through on a commitment.

Please list two references other than a family member:

Name: James Correa Relationship: Boss Phone Number: 515-943-2523

Name: Alyssa Colville Relationship: I am her predecessor Phone Number: 641-420-0295

Do you sell to, or are you in any manner a part to, any contract to furnish supplies, material, or labor to the City of Huxley? No If so, please list dates of employment and positions held.

Have you ever been employed by the City? No If so, please list dates of employment and

Position(s) held. _____

Do you have relatives working for the City? No If so, please give name and relationship.

Please mail completed application to the office of the City Clerk at the following address:

City of Huxley
515 N. Main Ave.
Huxley, IA 50124
Attn: City Clerk

Mayor Approval: _____

Council Approval Date: _____

Term Start Date: _____

Expiration Date: _____



HUXLEY

— HEART OF THE PRairie —

CITY OF HUXLEY APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

The City of Huxley appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515) 597-2561. Additional information may be found on the city web site at www.huxleyiowa.org. The City of Huxley is committed to providing equal opportunity for citizen involvement.

Please indicate those Boards and/or Commissions on which you would be willing to serve by checking below:

<input checked="" type="checkbox"/> Library Board of Trustees	<input type="checkbox"/> Tree Board
<input type="checkbox"/> Zoning Board Of Adjustments	<input type="checkbox"/> Parks and Recreation Board
<input type="checkbox"/> Planning & Zoning Commission	<input type="checkbox"/> Huxley Volunteer Fire Department

Name: Helms Chuck Date: _____
Last First Middle

Address: 811 PINEVALLEY HUXLEY IOWA 50124
Street City State Zip

Occupation: RETIRED

Employer's Name & Address:

Work Telephone No: _____ Hours which you can be reached at this number: _____

Home Telephone No: _____ Hours which you can be reached at this number: 24

Cell Phone No. 515 971 0889 Hours which you can be reached at this number: 24

Email: CHARLIE@HUXCOM.NET

How long have you resided in Huxley? _____

Please list any previous Board membership positions (City, Church, School, Professional, etc.) and dates of service:

October 10, 2017

I would like to remain on the Library Board of Trustees and serve through the next term. Thank you.

A handwritten signature in black ink, appearing to read "Chuck Helms". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chuck Helms

RESOLUTION NO. 17-080

<TABLED>

**RESOLUTION APPROVING APPOINTMENT OF A MEMBER AND AN
ALTERNATE MEMBER TO THE POLK COUNTY JOINT E-911 SERVICE BOARD**

WHEREAS, the Polk County Joint 911 Service Board enables the orderly development, installation and operation of 911 emergency telephone communications systems and other emergency 911 notification devices;

WHEREAS, the Polk County Board of Supervisors shall maintain a Joint 911 Service Board; and

WHEREAS, the Joint 911 Service Board shall annually submit a listing of members, to include the political subdivision they represent; and

WHEREAS, the board members shall be the liaison between their jurisdiction and the board.

NOW, THEREFORE, BE IT RESOLVED THAT Garrett Fagen (NAME) be appointed as primary member; and

BE IT FURTHER RESOLVED THAT Scott Herman (NAME) be appointed as alternate member; and

BE IT FURTHER RESOLVED that the Member or Alternate Member(s) attend the Board meetings on behalf of the City of Huxley, Iowa.

PASSED, ADOPTED AND APPROVED this ____th day of October, 2017

Roll Call	Aye	Nay	Absent
Kevin Deaton	___	___	___
Craig Hemmen	___	___	___
David Jensen	___	___	___
Dave Kuhn	___	___	___
Tracey Roberts	___	___	___

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 17-080** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this __th day of October 2017.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk

Prepared by John Danos, City's Bond Consul and reformatted by John Haldeman, City Administrator,
for the City Council meeting to be held on the October 24, 2017.

RESOLUTION NO. 17-081

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT WITH
MEADOW LANE INVESTMENTS, L.L.C., AUTHORIZING ANNUAL
APPROPRIATION TAX INCREMENT PAYMENTS AND PLEDGING
CERTAIN TAX INCREMENT REVENUES TO THE PAYMENT OF THE
AGREEMENT**

WHEREAS, the City of Huxley, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Huxley Housing Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, a certain development agreement (the "Agreement") between the City and Meadow Lane Investments, L.L.C. (the "Developer") has been prepared, pursuant to which the Developer would undertake the construction of public infrastructure (the "Project") necessary for the development of a new residential housing subdivision in the Urban Renewal Area; and

WHEREAS, under the Agreement, the City would provide annual appropriation tax increment payments to the Developer in a total amount not exceeding \$1,785,000; and

WHEREAS, this City Council, pursuant to Section 403.9 of the Code of Iowa, has published notice, has held a public hearing on the Agreement on October 24, 2017, and has otherwise complied with statutory requirements for the approval of the Agreement; and

WHEREAS, Chapter 15A of the Code of Iowa ("Chapter 15A") declares that economic development is a public purpose for which a City may provide grants, loans, tax incentives, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans, tax incentives or other financial assistance, a City Council must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that in determining whether funds should be spent, a City Council must consider any or all of a series of factors;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Huxley, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the City Council hereby finds that:

(a) The Project will add diversity and generate new opportunities for the Huxley and Iowa economies;

(b) The Project will generate public gains and benefits, particularly in the creation of new housing opportunities, which are warranted in comparison to the amount of the proposed property tax incentives.

Section 2. The City Council further finds that a public purpose will reasonably be accomplished by entering into the Agreement and providing the incremental property tax payments to the Developer thereunder.

Section 3. The Agreement is hereby approved and the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Agreement on behalf of the City, in substantially the form and content in which the Agreement has been presented to this City Council, and such officers are also authorized to make such changes, modifications, additions or deletions as they, with the advice of bond counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Agreement.

Section 4. All payments by the City under the Agreement shall be subject to annual appropriation by the City Council, in the manner set out in the Agreement. As provided and required by Chapter 403 of the Code of Iowa, the City's obligations under the Agreement shall be payable solely from a subfund (the "Meadow Lane Investments Subfund") which is hereby established, into which shall be paid that portion of the income and proceeds of the Urban Renewal Tax Revenue Fund attributable to property taxes derived from the property as described as follows:

Certain real property situated in the City of Huxley, Story County, State of Iowa more particularly described as follows:

All of Meadow Lane Plat 2 East and Meadow Lane Plat 3 East

Section 5. The City hereby pledges to the payment of the Agreement the Meadow Lane Investments Subfund and the taxes referred to in Subsection 2 of Section 403.19 of the Code of Iowa to be paid into such Subfund, provided, however, that no payment will be made under the Agreement unless and until monies from the Meadow Lane Investments Subfund are appropriated for such purpose by the City Council.

Section 6. After its adoption, a copy of this resolution shall be filed in the office of the County Auditor of Story County to evidence the continuing pledging of the Meadow Lane Investments Subfund and the portion of taxes to be paid into such Subfund and, pursuant to the direction of Section 403.19 of the Code of Iowa, the Auditor shall allocate the taxes in accordance therewith and in accordance with the tax allocation ordinance referred to in the preamble hereof.

Section 7. All resolutions or parts thereof in conflict herewith are hereby repealed.
Passed and approved October 24, 2017.

Craig D. Henry, Mayor

Attest:

Jolene Lettow, City Clerk

• • • • •

On motion and vote the meeting adjourned.

Craig D. Henry, Mayor

Attest:

Jolene Lettow, City Clerk

STATE OF IOWA
COUNTY OF STORY
CITY OF HUXLEY

SS:

I, the undersigned, Clerk of the City of Huxley, hereby certify that the foregoing is a true and correct copy of the minutes of the Council of the City relating to holding a public hearing and adopting a resolution to approve a Development Agreement.

WITNESS MY HAND this _____ day of _____, 2017.

Jolene Lettow, City Clerk



October 19, 2017

VIA EMAIL

John Haldeman
City Administrator/City Hall
Huxley, IA

Re: Meadow Lane Investments, L.L.C. Development Agreement
File No. 419996-46

Dear John:

Attached please find the proceedings covering the City Council's public hearing on the proposed Development Agreement with Meadow Lane Investments, L.L.C., followed by a resolution approving the Agreement and pledging certain incremental property tax revenues to make the payments under the Agreement.

We would appreciate receiving one fully executed copy of these proceedings and of the executed Development Agreement as soon as they are available.

Please call Amy Bjork or me with questions.

Best regards,

John P. Danos

Attachments

cc: Jolene Lettow

MEMO

To: Mayor, City Council
From: Jolene Lettow, City Clerk
Re: Tree Trimming Assessment/202 Sycamore
Date: October 18, 2017

Each spring public works staff walks about town and makes a list of residents that have trees that do not conform to city ordinance. *Huxley Code of Ordinance 151.01 states: Trees shall be kept trimmed to a clearance height of fourteen feet for branches overhanging a street and eight feet overhanging a sidewalk.*

In June this past summer, over thirty letters were mailed out notifying residents to please trim their trees by July 31. Most residents complied. However, a few did not and public works staff placed door hangers on those properties the weekend of July 28th as a friendly reminder.

The number of residents that did not trim their own trees dwindled down to only four. The first week in August city staff trimmed those trees. On August 11th bills were sent out to the four residents for the cost of city staff to perform the work. Out of the four residents, only one did not pay the \$25 fee that was billed to them – 202 Sycamore. A certified letter was sent to that resident on September 28th stating that failure to pay the fee would result in the City of Huxley assessing the cost to their property taxes. The fee is still outstanding.

Therefore, staff requests council approval to assess the property taxes for \$33.17 which includes the following city expenses:

Tree Trimming Cost: \$25.00
Certified Letter: 6.59
Administrative Fee: 1.58
TOTAL ASSESSMENT: \$33.17

HOLD HEARING ON AND APPROVE
DEVELOPMENT AGREEMENT AND
TAX INCREMENT PAYMENTS

(Meadow Lane Investments, L.L.C.)

419996-46

Huxley, Iowa

October 24, 2017

A meeting of the City Council of the City of Huxley, Iowa, was held at _____ o'clock __.m., on October 24, 2017, at the _____, Huxley, Iowa, pursuant to the rules of the Council.

The Mayor presided and the roll was called, showing members present and absent as follows:

Present: _____

Absent: _____.

The City Council investigated and found that notice of the intention of the Council to conduct a public hearing on a Development Agreement between the City and Meadow Lane Investments, L.L.C. had been published according to law and as directed by the City Council and that this is the time and place at which the Council shall receive oral or written objections from any resident or property owner of the City. All written objections, statements, and evidence heretofore filed were reported to the Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence as summarized below; filed written objections or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

(Here list all persons presenting written or oral statements or evidence and summarize each presentation.)

There being no further objections or comments, the Mayor announced that the hearing was closed.

Council Member _____ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the City Council, the Mayor put the question upon the adoption of said resolution, and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared said resolution duly adopted, as follows:

DEVELOPMENT AGREEMENT

MEADOW LANE PLATS 2 & 3

This Agreement is entered into between the City of Huxley, Iowa (the "City") and Meadow Lane Investments, L.L.C. (the "Developer") as of the ____ day of _____, 2017 (the "Commencement Date").

WHEREAS, the City has established the Huxley Housing Urban Renewal Area (the "Urban Renewal Area") and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Developer owns certain property in the Urban Renewal Area, the legal description of which is set out in Exhibit A hereto (the "Property"), and the Developer has undertaken the development of single family housing and duplexes (the "Housing Project") on the Property, including the construction of certain public infrastructure improvements in connection therewith (the "Infrastructure Project"); and

WHEREAS, the Developer has requested that the City provide financial assistance in the form of incremental property tax payments to be used by the Developer in paying the costs of constructing the Infrastructure Project; and

WHEREAS, the Iowa Urban Renewal law requires that any project related to housing which receives tax increment financing assistance must also generate funds to be used to provide assistance related to housing for low and moderate income families; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Developer's Covenants:

1. Housing Project, Subdivision, and Infrastructure Project Construction.

The Developer agrees to construct the Housing Project on the Property in accordance with the detailed site plan previously approved by the City Council on **November 22, 2017** and set forth on Exhibit B hereto. Prior to beginning construction of the Housing Project, the Developer will subdivide the Property in accordance with applicable ordinances and regulations.

2. Infrastructure Project Construction and Costs. The Developer has caused the completion of the Infrastructure Project and has dedicated the completed improvement to the City as required by law and local regulation. Furthermore, the City and the Developer agree that the Developer has provided documentation to the satisfaction of the City demonstrating that the costs of the Infrastructure Project to be recovered under this Agreement are equal to at least for

Meadow Lane Plat #2 that would be \$ 874,000.00 and the estimated cost for Meadow Lane Plat #3 that would be \$ 911,000 for a total of \$ 1,785,000 for both plats.

3. Base Valuation. The Developer agrees that the taxable base valuation (the “Base Valuation”) of the Property for purposes of calculating Incremental Property Tax Revenues, as hereinafter defined, under Section 403.19 of the Code of Iowa and this Agreement shall be the taxable valuation of the Property shown on the Story County tax rolls as **of January 1, 2017 for Meadow Lane Plat #2 the base valuation is \$350,400 and for Meadow Lane Plat #3 \$ 17,500 for a total for both plats of \$ 367,900.**

4. Developer’s Certifications – Phases. The Developer shall have the right to divide the taxable parcels comprising the Property into two (2) phases (the “Phases” and, individually, each a “Phase”) for purposes of calculating and administering the Payments, as hereinafter defined. The Developer agrees to certify to the City its intent to begin the process of dividing Incremental Property Tax Revenues, as hereinafter defined, from each Phase. In any year in which the Developer wishes to designate a new Phase, the Developer shall certify to the City, on or before October 15 of that year, the portion of the legal description of the Property to be included in such Phase. The Developer hereby agrees to certify as to the first Phase by no later than October 15, 2018. The Developer hereby acknowledges that the submission of the initial Worksheet, as defined in Section A.5 of this Agreement, for any particular Phase will satisfy the requirements of this Section A.4.

5. Developer’s Certifications - TIF Estimates. The Developer agrees to certify to the City by no later than October 15 of each year during the Term, as hereinafter defined, beginning October 15, 2018, the estimated amount of Incremental Property Tax Revenues anticipated to be paid with respect to the taxable incremental property valuation for each of then-certified Phases in the fiscal year immediately following such certification (the “Developer’s Estimate”) factored by 80% (the “Annual Percentage”). Each Developer’s Estimate shall then be divided into two figures: (1) 15% shall be designated as the “LMI Amount” (see Section B.4 below); and (2) 85% shall be designated as the “Project Payment Amounts.”

In submitting each such Developer’s Estimate, the Developer will complete and submit the worksheet (the “Worksheet”) attached hereto as Exhibit C. A separate Worksheet must be submitted for each Phase.

For purposes of this Agreement, Incremental Property Tax Revenues are determined by: (1) determining the consolidated property tax levy (city, county, school, etc.) then in effect with respect to taxation of the Property; (2) subtracting (a) the debt service levies of all taxing jurisdictions, (b) the school district instructional support and physical plant and equipment levies and (c) any other levies which may be exempted from such calculation by action of the Iowa General Assembly; (3) multiplying the resulting modified consolidated levy rate times any incremental growth in the taxable valuation of the Property, as shown on the property tax rolls of Story County, above and beyond the Base Valuation; and (4) deducting any property tax credits which shall be available with respect to the incremental valuation of the Property.

Upon request, the City staff shall provide reasonable assistance to the Developer in completing the worksheet required under this Section A.5.

6. **Legal and Administrative Costs.** The Developer hereby acknowledges that the City will cover the initial payment of legal fees and administrative costs (the "Actual Admin Costs") incurred by the City in connection with the drafting, negotiation and authorization of this Agreement, including the necessary amendment to the Urban Renewal Area. Furthermore, the Developer agrees that the City shall withhold an amount (the "Admin Withholding Amount") equal to the lesser of (1) \$15,000 or (2) the Actual Admin Costs from the initial Payments, as hereinafter set forth in order to recover some or all of the Actual Admin Costs.

7. **Larson Drive Bypass Sewer Improvements Costs.** The Developer hereby acknowledges that the City has constructed certain sanitary sewer improvements for the benefit of the Property, and that the City has incurred \$ 317,296.00 of which \$ 137,497.69 are related to the Developers Cost. These costs are related to the "Larson Drive Bypass Sewer Improvements". The Developer hereby agrees that the City will withhold an amount relating to Sanitary Sewer Project equal to \$ 68,748.85 for the initial Payments under Phase One (Meadow Lane Plat 2 East) and from the initial Payments under Phase Two (Meadow Lane Plat 3 East) in order to recover the "Larson Drive Bypass Sewer Improvements".

8. **Remedy.** The Developer hereby acknowledges that failure to comply with the requirements of this Section A, will result in the City having the right to withhold the Payments under Section B of this Agreement at its sole discretion, such right being additional to the right of annual appropriation as set forth in Section B.2 below.

B. City's Covenants:

1. **Payments.** In recognition of the Developer's obligations set out above, the City agrees to make annual economic development tax increment payments (the "Payments" and, individually, each a "Payment")) to the Developer during the Term, as hereinafter defined, pursuant to Chapters 15A and 403 of the Code of Iowa, provided however that the aggregate, total amount of the Payments shall not exceed the \$875,000 (the "Maximum Payment Total"). The Payments shall be funded from the incremental valuation of any given Phase for a period not in excess of ten (10) years after the certification of such Phase. All Payments under this Agreement shall be subject to annual appropriation by the City Council, as provided hereunder.

The Payments shall not constitute general obligations of the City, but shall be made solely and only from Incremental Property Tax Revenues received by the City from the Story County Treasurer which are attributable to the Property with the Housing Project thereon.

Prior to funding any Payments under this Agreement, the City will first withhold from the Incremental Property Tax Revenues an amount equal to the Admin Withholding Amount and the Storm Water Withholding Amount, if any, then in effect. Once an amount equal to the Admin Withholding Amount plus the Storm Water Withholding Amount has been withheld by the City as required by this Agreement, the Payments shall be made as hereinafter set forth.

Each Payment shall be in an amount which represents the Incremental Property Tax Revenues received by the City with respect to the incremental valuation of the Property resulting from the Housing Project during the six (6) months immediately preceding such payment date reduced by the LMI Amount as set forth in Section A.5 above and Section B.4 below.

The Payments with respect to each Phase will be made on June 1 and December 1 of each fiscal year, beginning on the first December 1 for which Incremental Property Tax Revenues become available with respect to each Phase, and continuing for a maximum of ten (10) fiscal years for each Phase, or until such earlier time as total Payments equal to the Maximum Payment Total have been made, provided, however, that no Payment shall be made after June 1, 2039.

It is anticipated that new incremental property valuation relative to the Housing Project will go on the property tax rolls as of January 1, 2018, and thus the first Payment would be made on December 1, 2019 with the final Payment to be made no later than the earlier of (i) June 1, 2039; or (ii) the date on which the total Payments remitted equal the Maximum Payment Total.

2. **Annual Appropriation.** Each Payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the Term, as hereinafter defined, beginning in the City's 2018-2019 fiscal year, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payment due in the following fiscal year, an amount (the "Appropriated Amount") of Incremental Property Tax Revenues to be collected in the following fiscal year equal to or less than the most recently submitted Developer's Estimate..

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, then the City will be under no obligation to fund the Payments scheduled to become due in the following fiscal year, and the Developer will have no rights whatsoever to compel the City to make such Payments or to seek damages relative thereto or to compel the funding of such Payments in future fiscal years. A determination by the City Council to not obligate funds for any particular fiscal year's Payments shall not render this Agreement null and void, and the Developer shall make the next succeeding submission of the Developer's Estimate as called for in Section A.5 above, provided however that no Payment shall be made under this Agreement after June 1, 2039.

3. **Payment Amounts.** The aggregate Payments to be made in a fiscal year shall not exceed an amount equal to the corresponding Appropriated Amount (for example, for the Payments due on December 1, 2019 and on June 1, 2020, the aggregate maximum amount of such Payments would be determined by the Appropriated Amount determined for certification by December 1, 2018), provided, however, that no Payment shall exceed the amount of Incremental Property Tax Revenues received by the City from the Story County Treasurer attributable to the taxable valuation of the Property minus the then-effective LMI Amount.

4. **Low and Moderate Income Set Aside.** On each Payment date, the City shall retain from then-accumulated Incremental Property Tax Revenues received with respect to the Property an amount (the "LMI Amount") equal to such accumulated Incremental Property Tax Revenues multiplied by the minimum percentage required by Section 403.22 of the Code of Iowa. As of the date of this Agreement, the applicable minimum percentage is 15%.

The LMI Amount shall be retained by the City for use in the provision of assistance to low and moderate income families, pursuant to Section 403.22 of the Code of Iowa. The Developer may apply to the City for all or a portion of the funds set aside for assistance to low and moderate income families, provided the Developer can document to the satisfaction of the City that housing units which are located on the Property are occupied or reserved to be occupied by families which meet the required income limits of state law. The City reserves the right to allocate funds accumulated through the LMI Amount in any lawful manner of its choosing.

5. **Certification of Payment Obligation.** In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, as set forth in Section B.2 above, then the City Clerk will certify by December 1 of each such year to the Story County Auditor an amount equal to the most recently obligated Appropriated Amount for the funding of the Payments and the LMI Amount due in the next succeeding fiscal year.

C. **Administrative Provisions**

1. **Assignment.** Neither party shall have the right to cause the Agreement to be amended, assigned, assumed, sold or otherwise transferred without the prior written consent of the other party. However, the City hereby gives its permission that the Developer's rights to receive the economic development tax increment payments hereunder may be assigned by the Developers to a private lender, as security on a credit facility taken in connection with the Housing Project and/or the Infrastructure Project, without further action on the part of the City.

2. **Successors.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. **Term.** The term (the "Term") of this Agreement shall commence on the Commencement Date and end on the date on which the last Payment is made by the City to the Developers under Section B.2 above.

4. **Choice of Law.** This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Developer have caused this Agreement to be signed in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF HUXLEY, IOWA

By: _____
Craig D. Henry, Mayor

Attest:

Jolene Lettow, City Clerk

MEADOW LANE INVESTMENTS, L.L.C.

By: _____

EXHIBIT A
Legal Description of Property

Certain real property situated in the City of Huxley, Story County, State of Iowa more particularly described as follows:

All of Meadow Lane Plat 2 East and Meadow Lane Plat 3 East

EXHIBIT B
Site Plan

EXHIBIT C
DEVELOPER'S ESTIMATE WORKSHEET
COMPLETE ONE FOR EACH OPERATIVE PHASE
PHASE ____

- **Contains the following described taxable parcels:**

This Worksheet is being prepared with respect to the Property in Phase ____

(1) Date of Preparation: October ____, 20__.

(2) Assessed Taxable Valuation of Property as of January 1, 20__:

\$_____.

(3) Base Taxable Valuation of Property (determine as of January 1, 20__):

\$_____.

(4) Incremental Taxable Valuation of Property (2 minus 3):

\$_____ (the "TIF Value").

(5) Current City fiscal year consolidated property tax levy rate for purposes of calculating Incremental Property Tax Revenues (the "Adjusted Levy Rate"):

\$_____ per thousand of value.

(6) The TIF Value (4) factored by the Adjusted Levy Rate (5).

\$_____ x \$_____/1000 (the "TIF Estimate")

(7) TIF Estimate (6) factored by 80%

\$_____ x .80 = \$_____ (the "Developer's Estimate")

(8) Developer's Estimate = \$_____

x .85 = \$_____ (Project Payments Amount)

x .15 = \$_____ (Estimated LMI Amount)

RESOLUTION NO. 17-083

**A RESOLUTION AUTHORIZING THE CERTIFICATION OF LIENS TO THE STORY
COUNTY TREASURER FOR PURPOSES OF ASSESSING THE COST OF TREE
TRIMMING CHARGES AGAINST PROPERTY**

WHEREAS, the property listed on the attached Exhibit has unpaid tree trimming charges with the City of Huxley; and

WHEREAS, in the event that a property owner fails to make payment within the required notice period the Iowa law allows for a lien to be placed upon that property; and

WHEREAS, a notice has been sent to the property owner requesting payment within 30 days, the deadline for which has now expired; and

WHEREAS, the City now wishes to authorize assessment of a lien against the property for the cost of nuisance abatement.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Huxley hereby authorizes the assessment of a lien against the property listed on the attached Exhibit.

BE IT FURTHER RESOLVED that the City Clerk is authorized to certify said list to the Story County Treasurer and to publish the list as is required by law.

BE IT FURTHER RESOLVED that all assessments exceeding \$100.00 may be paid in up to ten (10) annual installments, to be paid in the same manner and with the same interest rate provided for assessments against benefited property under state law.

Roll Call	Aye	Nay	Absent
Kevin Deaton	—	—	—
Craig Hemmen	—	—	—
Dave Jensen	—	—	—
Dave Kuhn	—	—	—
Tracey Roberts	—	—	—

PASSED, ADOPTED AND APPROVED this 24th day of October 2017.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 17-083** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 24th day of October 2017.

Craig D. Henry, Mayor

Attest:

Jolene Lettow, City Clerk

MEMO

To: Mayor, City Council
From: Jolene Lettow, City Clerk
Re: Tree Trimming Assessment/202 Sycamore
Date: October 18, 2017

Each spring public works staff walks about town and makes a list of residents that have trees that do not conform to city ordinance. *Huxley Code of Ordinance 151.01 states: Trees shall be kept trimmed to a clearance height of fourteen feet for branches overhanging a street and eight feet overhanging a sidewalk.*

In June this past summer, over thirty letters were mailed out notifying residents to please trim their trees by July 31. Most residents complied. However, a few did not and public works staff placed door hangers on those properties the weekend of July 28th as a friendly reminder.

The number of residents that did not trim their own trees dwindled down to only four. The first week in August city staff trimmed those trees. On August 11th bills were sent out to the four residents for the cost of city staff to perform the work. Out of the four residents, only one did not pay the \$25 fee that was billed to them – 202 Sycamore. A certified letter was sent to that resident on September 28th stating that failure to pay the fee would result in the City of Huxley assessing the city's costs to their property taxes. The fee is still outstanding.

Therefore, staff requests council approval to assess the property taxes for \$33.17 which includes the following city expenses:

Tree Trimming Cost: \$25.00
Certified Letter: 6.59
Administrative Fee: 1.58
TOTAL ASSESSMENT: \$33.17



HUXLEY
OFFICE OF THE FOREMAN

2nd Notice

Invoice

Billing Date: September 28, 2017
Payment Due: October 12, 2017

Matthaeus Mueller-Spude
202 Sycamore
Huxley Iowa 50124

Account Activity:

Description:	Amount:
Tree Trimming	\$25.00

Total Due: \$25.00

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Matthaeus Mueller - Spude
202 Sycamore
Huxley IA 50124



9590 9402 2770 6351 6396 10

2. Article Number (Transfer from service label)

7016 3560 0000 7864 1721

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

[Handwritten Signature]

☐ Agent

☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- | | |
|--|---|
| <input type="checkbox"/> Adult Signature | <input type="checkbox"/> Priority Mail Express® |
| <input type="checkbox"/> Adult Signature Restricted Delivery | <input type="checkbox"/> Registered Mail™ |
| <input type="checkbox"/> Certified Mail® | <input type="checkbox"/> Registered Mail Restricted Delivery |
| <input type="checkbox"/> Certified Mail Restricted Delivery | <input type="checkbox"/> Return Receipt for Merchandise |
| <input type="checkbox"/> Collect on Delivery | <input type="checkbox"/> Signature Confirmation™ |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> all Restricted Delivery | |