

CITY OF HUXLEY

TUESDAY – MARCH 13, 2018 – 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 13TH DAY OF MARCH, 2018 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): NONE
- 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:

February 27, 2018 – Regular Council Meeting
March 6, 2018 – Special Council Meeting

- 4.02) TO APPROVE FINANCIAL REPORTS AND PAYMENT OF BILLS.

- 4.03) TO APPROVE BEER, WINE AND LIQUOR LICENSES, CIGARETTE PERMITS RENEWALS.

- 5.00) PUBLIC HEARING(S): NONE

AGENDA ITEMS:

- 6.00) COMMUNITY BETTERMENT:

- 6.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 18-017 APPROVING ENGINEERING CONSTRUCTION SERVICES FOR THE VILLAS AT 315.

- 6.02) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 18-018 APPROVING ENGINEERING CONSTRUCTION SERVICES FOR BLUE SKY COMMONS PLAT #2.

- 6.03) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 18-019 APPROVING AGRICULTURAL SUBDIVISION PLAT.

- 6.04) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION 18-020 APPROVING REVISED FINAL PLAT REQUIREMENTS FOR IRON BRIDGE.

- 7.00) PUBLIC SAFETY: NONE

- 8.00) FINANCE: NONE

9.00) LEISURE ACTIVITIES: NONE

10.00) ADMINISTRATIVE BUSINESS:

10.01) MOTION TO SET MARCH 20TH AS A WORKSESSION STARTING AT 5:30 PM.

COMMENTS FROM STAFF, COUNCIL AND MAYOR.

CLOSE SESSION : A MOTION TO HOLD A CLOSE SESSION TO DISCUSS STRATEGY WITH LEGAL COUNSEL IN MATTERS THAT ARE PRESENTLY IN LITIGATION OR WHERE LITIGATION IS IMMINENT WHERE ITS DISCLOSURE WOULD BE LIKELY TO PREJUDICE OR DISADVANTAGE THE POSITION OF THE GOVERNMENTAL BODY IN THAT LITIGATION.

COME OUT OF THE CLOSED SESSION.

ADJOURNMENT

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 THE 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. NO PARTICULAR ORDER AT THIS TIME

1. Maintenance Bond for Developments
2. Crime Free Housing program
3. Granular Subbase and subdrains under pavement
4. Rental Inspections
5. Building Code Guidelines
6. CIP Financing
7. Sidewalk Infill and new
8. Development agreements
9. Main Street Development
10. Installing Ped Ramps
11. 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

COMMUNICATIONS AND DEPARTMENT REPORTS



www.iowadot.gov

District 1 Office

1020 S. Fourth St. | Ames, IA 50010

Phone: 515-239-1635 | Email: tony.gustafson@iowadot.us

March 6, 2018

Ref: Polk/Story
Project # IM-035-4(224)87--13-77

Dear Deed Holder or Current Resident:

You are invited to attend a Public Information Meeting on March 20, 2018, between 5:00 and 6:30 p.m. at the Ballard High School, 701 Ballard Drive, in Huxley. The proposed improvements along Interstate 35 from 1 mile south of Northeast 36th Street in Ankeny, in Polk County, to 1 mile north of 13th Street in Ames, in Story County will be displayed and discussed.

You have been invited to the public information meeting because your property is located within close proximity to the proposed improvements. Iowa DOT staff will be present at the meeting to discuss the proposed improvements in detail and to identify potential impacts, if any, to your property, and address any questions you may have. Typical property impacts, as a result of transportation improvement projects, may include: temporary easement, utility easement, detours, partial acquisition, etc. However, impacts vary from one project to another.

The meeting room is accessible for persons with disabilities. However, if you require special accommodations at the meeting, please notify me upon receipt of this letter.

Should you have any comments or questions prior to the Public Information Meeting, or are not able to attend, please contact me (see contact information above) or refer to the Iowa DOT's website which is periodically updated as new information becomes available: www.iowadot.gov/pim. If you would like to make a comment regarding this project, please visit: <http://bit.ly/iowadot1942>.

Sincerely,

Tony Gustafson, P.E.
Assistant District 1 Engineer

TG:VB:sm

P.S. On the evening of the meeting we will ask attendees to register using iPads. By signing in electronically, you'll help us more efficiently and accurately provide you with project updates. We will have people on hand to assist you with this process.

**City of Huxley
Huxley Police Department
February 2018
Monthly Report**

2-5-2018 2:40 PM Officer responded to a two vehicle accident on Highway 69 near Highway 210. A vehicle operated by a Webster City woman rear ended a vehicle operated by a Huxley woman causing approximately \$5000 in damage. No injuries.

2/5/2018 8:56 PM Officer responded to a domestic altercation at the 100 block of National Drive. The altercation was verbal and the female half had already made arrangements for another place to stay prior to officer arrival.

2/8/2018 7:13 AM Officer served a nation-wide arrest warrant at the 200 block of Oak Blvd. A 23 year old Huxley woman was taken into custody and transported to the Story County Jail in Nevada.

2/11/2018 7:42 AM Officer responded to a report of a fight at the 400 block of N 2nd Ave. A 49 year old Des Moines man was arrested for Disorderly Conduct and Possession of Drug Paraphernalia. He was transported to the Story County Jail in Nevada.

2/13/2018 4:18 PM Officer responded to a hit and run accident at the 200 block of Highway 69. A vehicle owned by an Ames man was parked at a business parking lot and was struck on the passenger side rear quarter. Unknown other party.

2/13/2018 8:30 PM Officer was called to the Ballard High School for a report of an assault that took place at the basketball game. Two Carlisle juveniles were involved in an altercation. Referrals into Juvenile court were brought.

2/14/2018 6:45 PM Officer was asked to locate and check the welfare of a 36 year old Huxley woman at the 500 block of E 3rd. The woman was located and transported to the hospital for treatment.

2/15/2018 8:30 PM Officer stopped a vehicle on 560th near Blue Sky for a traffic violation. A 19 year old Cambridge man and a 19 year old Bondurant man were arrested for Possession of Drug Paraphernalia.

2/16/2018 5:27 PM Officer responded to a two vehicle accident on Highway 210 and Interstate 35. A vehicle operated by a Maxwell man was struck by a Huxley woman who pulled out in front of him attempting to enter the road from the off ramp. \$5000 total damage.

2/20/2018 9:45 AM Officer referred a juvenile Kelley student for harassment 3rd for an incident that took place at the Middle School.

2/21/2018 11:42 AM Officer responded to a domestic altercation at the 500 block of E 5th St. The altercation was verbal and both parties agreed to remain in different residences for the rest of the day.

2/25/2018 7:20 PM Officer responded to a domestic altercation at the 300 block of E 5th Street. The altercation was verbal and both parties agreed that they could cohabitate for the rest of the night with no further problems.

2/26/2018 11:05 AM Officer responded to the Ballard Middle School to assist faculty with a juvenile Cambridge student. The officer assisted staff until parent arrival.

Huxley Officers had six arrests for the month. One was for Disorderly conduct, two were for Possession of Drug Paraphernalia , one was for harassment, one for assault, and one arrest warrant served. Officers issued seven citations for traffic violations and gave forty two warnings. Officers received 144 calls for service and had a total of 325 contacts for the month. Officers used 215.25 hours toward investigations, answering calls, or providing service and gave 345.75 hours of general patrol.

Mark Pote


Chief of Police

Huxley

[illegible]

CONSENT AGENDA

Huxley City Council Minutes

Tuesday, February 27, 2018

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 6:03 pm.

COUNCIL MEMBERS PRESENT: Peterson, Roberts, Kuhn, Mulder, Jensen

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Mark Pote – Police Chief, Jeff Peterson – Public Works Director, Kevin Deaton – Asst. Fire Chief

CONSULTANTS PRESENT: Forrest Aldrich - city engineer, Amy Beattie – city attorney

GUESTS PRESENT: Mark Lee, Steve Domino, Mike Schonhorst, Dan Novello, Steve Quick, Brenda Dwyer, Rob Drew, Mark DeYoung, Troy Calvert, Chris Gardner, Joe Schierbrock,

COMMENTS FROM PUBLIC: Brenda Dwyer, Ames Economic Development Commission, thanked council for their support of the Iowa Housing Trust Fund. Ms. Dwyer provided information regarding the preliminary plans for the first round of the housing funds.

PRESENTATIONS: Iron Bridge, Final Plat and Maintenance Bonds: Steve Domino discussed with council a revised date for punch list items to be completed. Mike Schonhorst, representative from General insurance, explained to council reasons why the city should abandon city 's requirement for developers to provide performance bonds. Council will review and provide decision by May 1st whether Iron Bridge developers must provide performance bond.

CONSENT AGENDA:

MOTION- Jensen, Second – Roberts to approve all agenda items as listed.

- Approve February 13, 2018 Council Meeting Minutes
- Approve Financial Reports and Payment of Bills

Roll Call: Kuhn, Jensen, Peterson, Roberts, Mulder voted yes. Motion carried.

Claims:

BAKER & TAYLOR ENTERTAINME	BOOKS	873.24
BOUND TREE MEDICAL	MEDICAL SUPPLIES	333.82
CARDMEMBER SERVICE	SEE ATTACHED	2,967.47
CARPENTER UNIFORM CO.	UNIFORM PANTS-ANTHONY	90.98
CENTERPOINT LARGE PRINT	WESTERN SUBSCRIPTION	42.54
CHITTY GARBAGE SERVICE INC	FD TRASH PICKUP	21.40
COMPASS MINERALS AMERICA	COURSE BULK SALT	6,573.78
CONSUMERS ENERGY	GAS AND ELECTRIC	11,079.42
DB IOWA HOLDINGS	LEGAL PUBLICATIONS	332.90
DEMCO	SUMMER READING MANUAL	124.52
DOLLAR GENERAL-REGIONS 410	CLEANING SUPPLIES	28.05
ED M. FELD EQUIPMENT CO. I	5 GALLON CLASS A FOAM	75.50
EMERGENCY MEDICAL PRODUCTS	OB KITS	40.47
FAIR-PLAY	WORK ON GYM SCOREBOARDS	409.75
HEATHER DENGEL	FITNESS INSTRUCTOR	542.00
HOKEL MACHINE SUPPLY	FIRE EXT. INSPECTIONS	87.72
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	10,044.93
IOWA ASSN. MUN. UTILITIES	WATER MEMBER DUES	761.21

IOWA SECTION – AWWA REGION
 JAYDEN CATTELL
 KEYSTONE LABORATORIES
 LAURIE OXLEY
 MARCO, INC.
 MARY GREELEY MEDICAL CENTE
 MID-IOWA OCCUPATIONAL TEST
 NEW CENTURY FS INC
 OLD DOMINION BRUSH
 OTIS ELEVATOR COMPANY
 PEPSI-COLA
 POSTMASTER
 PREMIER OFFICE EQUIPMENT I
 SPRINGER PROFESSIONAL HOME
 TASC
 TASC - CLIENT INVOICES
 TERENCE MILLER
 TONYA BECKER
 U.S. BANK EQUIPMENT FINANC
 VEENSTRA & KIMM, INC.
 VERIZON WIRELESS

IAWWA REGION 5 CONFERENCE	100.00
YOUTH BBALL REF/TIMER	60.00
MONTHLY WATER SAMPLING	95.70
CYCLING & POUND FIT INSTRUCTOR	420.00
COPIER RENTAL	426.92
IPRAT-ALBUT 0.5	2.02
RANDOM DRUG TESTING	45.00
DIESEL FUEL	2,345.86
GUTTER BROOMS & BROOM KIT	758.00
3/1/18-5/31/18 SERVICE	211.20
CASES OF POP FOR VENDING	311.85
POSTMASTER	343.32
COLOR COPIES	22.88
MONTHLY PEST CONTROL	42.00
FLEX BENEFIT PLANS	574.96
APRIL FLEX PLAN ADMIN FEES	67.91
YOUTH BBALL OFFICIAL	120.00
TRX FUSION INSTRUCTOR	183.00
MONTHLY COPIER CONTRACT	99.00
CIRTPA FUNDING APPLICATION	2,028.50
AMBULANCE CELL PHONES	456.62

001	GENERAL FUND	7,507.45
002	LIBRARY	2,025.00
003	RECREATION	3,925.89
004	FIRE AND RESCUE	838.27
014	AMBULANCE	1,439.02
110	STREET	4,275.30
600	WATER UTILITY	12,478.30
610	SEWER UTILITY	10,655.21
	PAYROLL	47,495.79
	GRAND TOTAL	90,640.23

PUBLIC HEARING ON PROPOSED AMENDMENT TO THE HUXLEY URBAN RENEWAL AREA: Mayor opened meeting at 6:50pm. Existing Urban Renewal Area must be amended to include new development. Mark Lee, Kading Development engineer, submitted new pricing list that included items that council requested be added to the development plans. Mr. Lee requested that the additional costs be added to the development agreement. Amount requested for development agreement increased from \$710,000 to \$840,000. There being no comments or discussion from the public, MOTION – Kuhn, Second – Roberts to close hearing at 7:04pm.

MOTION – Roberts, Second - Kuhn on Resolution No. 18-013 to Approve Urban Renewal Plan Amendment for the Huxley Urban Renewal Area. Roll Call: Peterson, Roberts, Mulder, Kuhn, Jensen voted yes. Motion carried.

MOTION –Roberts, Second – Kuhn on Resolution No. 18-014 to Set a Meeting Date at Which it Will be Proposed to Approve a Development Agreement with Kading Property Managements, LLC, Including Annual Appropriation Tax Increment Payments. Hearing date scheduled for March 27th council meeting. Roll Call: Mulder, Kuhn, Peterson, Roberts voted yes; Jensen voted no. Motion carried.

MOTION – Roberts, Second – Peterson on Resolution No. 18-015 to Approve Huxley Police Training Reimbursement Agreement. Roll Call: Roberts, Kuhn, Mulder, Jensen, Peterson voted yes. Motion carried.

MOTION – Kuhn, Second – Jensen on Resolution No. 18-016 to Approve Mosquito Control Contract for the City of Huxley. Cost for services beginning June 1 to September 15, 2018 will be \$11,535.00. Roll Call: Peterson, Roberts, Mulder, Jensen, Kuhn voted yes. Motion carried.

MOTION – Roberts, Second – Peterson to Move into A Closed Session at 7:38pm to Discuss Strategy with Legal Counsel in Matters that are Presently Under Litigation or Where Litigation is Imminent Where Its Disclosure Would be Likely to Prejudice or Disadvantage the Position of the Governmental Body in that Litigation. Motion – Kuhn, Second – Roberts to adjourn closed session at 7:50pm.

Miscellaneous

- Forrest Aldrich, city engineer, informed council that a pre-construction meeting was scheduled for the extended 400 feet of road that will be paved in Blue Sky Commons area.
- John Haldeman, city administrator, remarked that staff has been working with councilman Mulder on a Paving Standards Study which will be implemented into city requirements/code. Also reported that five proposals had been received for Capital Improvement Plan.
- Councilman Jensen requested that council meeting be held on March 6th to discuss future development agreement with Kading Development.
- Councilman Kuhn asked that two topics be added to future work session agenda: purchasing policy and social media policy.
- Mayor commented that he had received comments from a few citizens to change the city-wide garage sale date.

ADJOURNMENT: Motion – Kuhn, Second – Roberts to adjourn at 7:53pm. 5 ayes, 0 nays.

WORK SESSION: The Huxley City Council met in a work session 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 7:55 pm.

COUNCIL MEMBERS PRESENT: Peterson, Roberts, Kuhn, Mulder, Jensen

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Jeff Peterson – Public Works Director

CONSULTANTS PRESENT: Forrest Aldrich - city engineer

GUESTS PRESENT: Steve Quick

Oak Bend Road: City engineer submitted four options for council to discuss on what to do with section of Oak Bend Road. Consensus of council was to pave section.

ADJOURNMENT: Motion –Roberts, second – Peterson to adjourn meeting at 8:45pm. 5 ayes, 0 nays.

Craig D. Henry, Mayor

Attest:

Jolene R. Lettow, City Clerk

Huxley City Council Minutes

Tuesday, March 6, 2018

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

SPECIAL COUNCIL MEETING: The Huxley City Council met in a special 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 6:01 pm.

COUNCIL MEMBERS PRESENT: Peterson, Roberts, Kuhn, Mulder, Jensen

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow-City Clerk, Chad Anthony – Fire Chief

GUESTS PRESENT: Garrett Fagen, Andrew Gogerty, Betty Robb, Tom Sharpnack, Scott Hermann, Jana Erickson, Joshua Kraling, Cathy Van Maanen, Krista McGuinn, Dan Novelle, Matthew Devig, Kevin Deaton

PRESENTATIONS: Chad Anthony – Fire Chief and Krista McGuinn, representatives for the Ambulance Service, provided information to council regarding hours of ambulance service for past three months and a listing of equipment acquired through grants and donations. There was discussion on the level of service and the urgency to get additional staffing for the ambulance service. Councilman Jensen asked that additional information be provided to council at future meeting: # of calls – how many of those are transported, town in which call was placed, cost calculated for each call.

PUBLIC HEARING ON PROPOSED FY19 OPERATING BUDGET: Mayor opened hearing at 6:37pm. John Haldeman, city administrator, reported that tax levies will remain the same and new budget had a 5% decrease from current budget. Motion – Mulder, second – Roberts to close hearing at 6:54pm.

MOTION Peterson, Second – Jensen on Resolution No. 18-017 to Approve FY2019 City of Huxley Budget. Roll Call: Kuhn, Mulder, Roberts, Peterson, Jensen voted yes. Motion carried.

Council discussed amount to be approved in Kading development agreement. Mayor directed staff to work with developer to provide agreement for council to review.

Miscellaneous

- Councilman Jensen asked that staff provide progress report on Nate Easter's performance/costs to city.
- Councilman Kuhn wanted fire alarms/LMI funds to be added as future work session item for council to discuss.

ADJOURNMENT: Motion –Roberts, second – Mulder to adjourn meeting at 8:12pm. 5 ayes, 0 nays.

Craig D. Henry, Mayor

Attest:

Jolene R. Lettow, City Clerk

3-13-18 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	AFLAC	AFLAC	\$ 4.00
3	ALLIANT ENERGY	GAS AND ELECTRIC	\$ 12,362.65
4	ANKENY SANITATION	WWTP, 3C'S, NORD KALSEM, MAINT. SHOP	\$ 220.73
5	ARNOLD MOTOR SUPPLY	SEAL, FILTERS, WIPER BLADES	\$ 315.68
6	BAKER GROUP	WORK AT WWTP	\$ 646.01
7	BRICK GENTRY P.C.	LEGAL FEES	\$ 3,787.50
8	BUD'S AUTO REPAIR INC	FORD SERVICE & BATTERY, DODGE BATTERY SERVICE AND TIRE REPAIR	\$ 560.72
9	CAPITAL CITY EQUIPMENT CO.	BRAKE KIT	\$ 56.40
10	CARPENTER UNIFORM CO.	DUTY HOLSTER FOR GLOEDE	\$ 202.00
11	CASEY'S GENERAL STORES INC	GASOLINE	\$ 1,393.35
12	CENTRAL IOWA TELEVISING	CIPP POINT REPAIR & MOBILIZATION	\$ 3,720.00
13	DAVE WHITE PLUMBING, INC.	REMOVE CLOG FROM PD TOILET	\$ 109.85
14	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,742.24
15	EBS	MEDICAL INSURANCE	\$ 17,323.11
16	ED M. FELD EQUIPMENT CO. I	FIRE BOOTS & HAT BADGES	\$ 1,264.00
17	EDWARD JONES	IRA	\$ 250.00
18	ENERGY DOCTOR	LED LIGHTS	\$ 417.00
19	FIDELITY SECURITY LIFE	VISION INS	\$ 306.62
20	GALL'S, LLC	PEPPER SPRAY	\$ 24.94
21	HAWKINS, INC.	CHEMICALS	\$ 1,891.89
22	HOKEL MACHINE SUPPLY	BOLTS, NUTS, HOSE WITH ENDS	\$ 77.17
23	HOWE'S WELDING/METAL FAB	CUTTING EDGE FOR SNOW BLOWER	\$ 124.56
24	HUXLEY COOP TELEPHONE CO.	CABLE, PHONE, INTERNET	\$ 1,832.10
25	IAWEA	REGION 5 SPRING MEETING	\$ 120.00
26	INTEGRATED PRINT SOLUTIONS	WINTER & SPRING BROCHURES	\$ 498.00
27	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 9,472.83
28	INTERSTATE BATTERIES	ECONO BATTERIES	\$ 55.00
29	IOWA DOT	JANITORIAL SUPPLIES	\$ 171.95
30	IOWA LAW ENFORCEMENT ACADE	BASIC LEVEL 1 TRAINING-GLOEDE	\$ 6,465.00
31	IPERS	IPERS	\$ 12,985.89
32	JACQUE GLOEDE	MILEAGE REIMBURSEMENT	\$ 115.03
33	KELTEK INCORPORATED	LIGHT	\$ 75.17
34	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE	\$ 1,018.78
35	LOWE'S	COUPLERS, REDUCERS, BOARDS	\$ 28.60
36	MARCO, INC.	COPIER/PRINTER MAINT AGREEMENT	\$ 434.87
37	MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$ 250.00
38	MENARDS	MISC. SUPPLIES	\$ 246.27
39	MID-IOWA OCCUPATIONAL TEST	DOT ANNUAL CONSORTIUM FEE	\$ 180.00
40	MID-IOWA SOLID WASTE EQUIP	SWEEPER PARTS	\$ 370.76
41	MIDWEST BREATHING AIR SYST	CASCADE COMPRESSOR SERVICE	\$ 625.79
42	MISCELLANEOUS VENDOR	UTILITY REFUNDS	\$ 739.99
43	MUNICIPAL SUPPLY	FLARE ANGLE VALVE	\$ 89.90

3-13-18 Council Claims

	A	B	C
44	NAPA AUTO PARTS	WIPER BLADES FOR 2011 TAHOE	\$ 37.20
45	NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT	\$ 105.00
46	O'HALLORAN INTERNATIONAL	REGULATOR ASSEMBLY & WIPER	\$ 135.13
47	OXEN TECHNOLOGY	MICROSOFT EXCHANGE ONLINE FEE	\$ 148.00
48	POSTMASTER	FIRST CLASS PRESORT MAIL FEE	\$ 225.00
49	QUALITYONE COMMERCIAL CLEA	JANITORIAL SERVICES FOR MARCH	\$ 2,134.00
50	RELIASTAR LIFE INSURANCE C	LIFE INSURANCE	\$ 374.14
51	ROBB, BETTY	REIMBURSEMENT OF POSTAGE FEES	\$ 11.52
52	SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	\$ 2,357.60
53	SECRETARY OF STATE	NOTARY RENEWAL-LETTOW	\$ 30.00
54	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$ 118.38
55	STORY COUNTY HOUSING TRUST	2017 PLEDGE	\$ 1,831.59
56	TASC	FLEX BENEFIT PLANS	\$ 574.96
57	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 3,471.00
58	TRICKLE'S L.L.C.	TIRE REPAIR- '99 DUMP TRUCK	\$ 70.00
59	VAN-WALL EQUIPMENT INC.	60" BROOM FOR SWEEPER	\$ 4,500.00
60	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 9,335.17
61	VERIZON WIRELESS	ADMIN CELL PHONE	\$ 44.56
62	VISA	SEE BELOW	\$ 2,650.73
63	WINDSTREAM IOWA COMMUNICAT	PHONE AT DISPATCH	\$ 71.03
64	Payroll Expense		\$ 44,135.61
65	GRAND TOTAL		\$ 154,936.97
66			
67		FUND TOTAL	
68	001 GENERAL FUND	55,396.17	
69	002 LIBRARY	5,196.69	
70	003 RECREATION	5,451.87	
71	004 FIRE AND RESCUE	3,592.16	
72	014 AMBULANCE	1,891.65	
73	110 ROAD USE TAX	13,295.70	
74	600 WATER UTILITY	12,623.72	
75	610 SEWER UTILITY	13,353.40	
76	01 PAYROLL EXPENSE	44,135.61	
77	GRAND TOTAL	154,936.97	
78			
79			
80	VISA BREAK DOWN		
81	3C's Building	folding chairs	\$ 479.91
82	P & R	poster printer, ink, paper	\$ 796.13
83	Ambulance	cpr video, robb cpr	\$ 80.60
84	Library	flowers for cambridge library, web hosting, postage, office blinds	\$ 284.87
85	FD	smoke machine	\$ 1,006.23
86	Streets	20 ton bottle jack	\$ 49.99
87	cash back rewards		\$ (47.00)
88	Total		\$ 2,650.73

COMMUNITY BETTERMENT

RESOLUTION NO. 18-018

**RESOLUTION APPROVING THE PROFESSIONAL ENGINEERING SERVICES
AGREEMENT FOR CONSTRUCTION REVIEW AND TESTING VILLAS AT 315**

BE IT RESOLVED, THEREFORE, that the City Council of Huxley, Iowa does hereby approve the attached contract for Engineering Services submitted by V&K, Inc. for Construction Review and Testing of Villas at 315, and;

FURTHERMORE, the Huxley City Council authorizes the Mayor to sign agreement as per attached. Copy of signed agreement to remain with resolution.

Section 1. All resolutions or parts thereof which are in conflict herewith are hereby repealed.

PASSED, ADOPTED AND APPROVED this ____ day of March, 2018.

Roll Call	Aye	Nay	Absent
David Jensen	___	___	___
David Kuhn	___	___	___
Greg Mulder	___	___	___
Rick Peterson	___	___	___
Tracey Roberts	___	___	___

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-018** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this _____ day of March, 2018.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

March 8, 2018

John Haldeman
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY, IOWA
CONSTRUCTION REVIEW
VILLAS AT 315
ENGINEERING SERVICES

This letter contract sets forth our understanding of engineering services for construction review of the Villas at 315 in Huxley, Iowa.

SCOPE OF SERVICES

We understand the engineering services are to include the following:

1. The project construction will be reviewed in the field at approximately near full time. Construction review will include only utilities and street pavement that will be accepted by the City of Huxley as public improvements, including water mains, storm sewers, sanitary sewers and public street pavement. The construction review will not include construction staking.
2. Other services Veenstra & Kimm, Inc. will provide for the project include:
 - a. Coordinating and attending a preconstruction meeting.
 - b. Reviewing shop drawings submitted.
 - c. Review construction testing results performed by others for pavement subgrade compaction, structural and pavement concrete strength, and percent air and slump testing.
 - d. Make site visits as necessary and answer questions during construction.
 - e. Prepare punch list of clean-up items remaining on the project.

- f. Make a final review after construction is complete to determine that the construction is substantially in compliance with the plans and specifications.
- 3. A letter will be provided certifying that the work observed by Veenstra & Kimm, Inc. has been completed in accordance with the plans and specifications, and a recommendation made for acceptance of the work by the City Council. A copy of the letter will be provided to the developer and the developer's engineer.
- 4. The scope of services includes pavement and utilities in the following locations:
 - a. Water main in the entire development excluding services. This includes water mains, valves and hydrants located along Deerwood Drive, within the private development and the extension to the west at the north end of Deerwood Drive.
 - b. Sanitary sewer in the entire development excluding services. This includes sanitary sewers and manholes located within the right-of-way of Deerwood Drive, within the private development and the extension to the west at the north end of Deerwood Drive.
 - c. Storm sewers, intakes and manholes located within the right-of-way of Deerwood Drive and located west of the Deerwood Drive right-of-way. The scope of services includes storm sewers for the detention basin inlets and outlets that begin or end within public right-of-way including that portion of the storm sewer within the private development. The scope of services does not include storm sewers, culverts, intakes, manholes, flumes and cunettes located within the private development except for the basin inlet and outlet pipes that connect to the public storm sewer system within the public right-of-way.
 - d. Earthwork, grading and subgrade for Deerwood Drive and the turnaround at the north end of Deerwood Drive. The scope of services does not include earthwork, grading and subgrade for the private development including detention basins and pavement subgrade preparation.
 - e. Pavement for Deerwood Drive and the turnaround at the north end of Deerwood Drive. The scope of services does not include any driveways, streets or sidewalks within the private development.
 - f. Trails and sidewalks within the right-of-way of Deerwood Drive and East First Street.

ENGINEERING COSTS

The estimated costs for the above engineering services are summarized as follows:

1. The fee for construction review services under this Agreement shall be on the basis of \$71/hour of the Engineers' personnel actually engaged in the performance of the services.
2. The fees for construction review services shall be paid monthly based on the statement of services submitted to the City. Payment for services during construction shall be due and payable upon receipt of the statement of services.
3. Mileage will not be billed separately and is included in the hourly rate for construction review services.
4. The maximum not to exceed fee is based on the level and hours of review for each component of the subdivision as shown in Exhibit A.
 - Review time amounts that exceed the total hours shown in Exhibit A shall have the remainder of the time covered with City staff or provided with no coverage.
5. The fee for general services during construction for shop drawing review, preconstruction meeting services, final review, and construction coordination shall be on the basis of the standard hourly fees of the Engineer's personnel actually engaged in the performance of the services, plus direct out of pocket expenses.
6. The fee for construction review services shall not exceed the amount of \$71 per hour multiplied by 600 hours as shown in Exhibit A for a total not to exceed fee of Forty-two Thousand Six Hundred Dollars (\$42,600) without the consent of the City Council.
7. The fee for general services during construction shall not exceed the amount of Six Thousand Eight Hundred Dollars (\$6,800) without the consent of the City Council.

John Haldeman
March 8, 2018
Page 4

If you have any questions or comments, please contact us at 515-225-8000.

This letter may be made a contract by affixing the proper date and signatures in the spaces below and returning one copy to us.

VEENSTRA & KIMM, INC.



Forrest S. Aldrich

0-03
Attachment

Accepted this _____ day of _____, 2018.

CITY OF HUXLEY, IOWA

ATTEST:

By _____
Mayor

By _____
City Clerk

Exhibit A – Estimated Full Time Review

<u>Description</u>	<u>Approximate Level of Review</u>	<u>Hours</u>
Water Main	Full Time	80
Storm Sewer	Full Time	60
Sanitary Sewer	Full Time	80
Sanitary Sewer Service Connections	Full Time	60
Testing	Full Time	40
Storm and Sanitary Sewer Video Review	Full Time	20
Pavement Subgrade and Earthwork	Full Time	100
Pavement	Full Time	80
Trail and Sidewalk	Full Time	30
Surface Restoration	Full Time	30
Cleanup/Punch List	Full Time	<u>20</u>
Total		600 Hours

MINUTES
PRECONSTRUCTION CONFERENCE
BLUE SKY COMMONS PLAT 2
HUXLEY, IOWA

The preconstruction conference for the Blue Sky Commons Plat 2 project was held at 10:30 A.M. on March 2, 2018 at the Huxley City Hall. Those in attendance are shown on the attached sheet. Items on the attached agenda were discussed and summarized in the following paragraphs:

1. There is an existing 2" high pressure gas main running east and west across the site. Northern Natural Gas will be contacted.
2. The Alliant Energy gas main ends at the marker on the east side of Blue Sky Boulevard at the south end of the project.
3. Vanguard is now the locator provider for Alliant Energy.
4. Jeff Peterson, City of Huxley, will evaluate the need and locations of street lights along Blue Sky Boulevard.
5. Attached is the proposed schedule for the project. Work is scheduled to start Monday, March 5, 2018 with the sanitary sewer. Work is scheduled to be completed by the end of April.
6. The Iowa DNR construction permits have been obtained and are attached.
7. Green Tech will be monitoring the SWPPP. Initially reports are to be submitted to Jeff Peterson, City of Huxley, and Forrest Aldrich, Veenstra & Kimm, Inc.
8. Concrete washout will be into a box at the south end of the project.
9. The earthwork and concrete testing firm has not yet been determined.
10. Accu Jet will be televising the storm and sanitary sewers. Televising can take place immediately after installation of the sewer. Videos are to be sent to Jeff Peterson, City of Huxley, and Forrest Aldrich, Veenstra & Kimm, Inc.
11. Construction access to the industrial park is to be from the south on 560th.
12. Working hours are normally Monday through Friday. Working on Saturday is acceptable.

13. City is to be present for connections to the existing water utilities. The City will close the water valve to shut off the water for the connection.
14. The end of the existing pavement will be sawed off full depth to provide a straight and clean connection for the new pavement. The new pavement will be dowelled into the existing pavement.
15. The pavement will be placed with a slip form paver and will be placed in two passes.
16. The subcontractor list is included in the attached schedule.
17. Jim Wilson, Veenstra & Kimm, Inc., will be performing on-site resident review. Jim's phone number is 515-681-1267.
18. Snyder & Associates, Inc. will be performing construction staking.
19. All valves, hydrants, intakes and manholes need to be surveyed for as-built location and submitted to the City to be included in the City's GIS mapping system.
20. The shut-off valves for the 6" services are to be installed right off of the main instead of at the end of the service as shown on the plans. The end of the service will be capped with a 2" curb stop and the 2" line brought up to the surface. The water service will be extended a few feet inside the property line.
21. Shop drawing submittals have been reviewed by Snyder & Associates, Inc. They will be submitted to the City and Veenstra & Kimm, Inc. for their review and use.

Attachments

ATTENDANCE LIST

Preconstruction Conference

Blue Sky Commons Plat 2
City of Huxley

Friday, March 2, 2018

Absolute Infrastructure

Name	Organization	Telephone Number	E-Mail Address
Forrest Albrecht	V&K	515-225-0000	Falder@v-k.net
Jeff Peterson	Huxley	515-450-1707	publicworks@huxleyiowa.com
Nate Broderson	Huxley	515-450-2869	wnsupt@huxleyiowa.org
Keith Golly	Hux Comm	515-510-2556	Keith@huxleycommunications.com
Drew Roberts	Absolute Concrete	515-228-3966	draw@absoluteconcreteiowa.com
Louis Howland	"	515-414-6092	
Eli Hartog	↓	515-228-3940	jhartog@absoluteconcreteiowa.com
Jason Bjork	Absolute Concrete	(515) 202-2052	
Boone	Absolute Infrastructure	230-1977	boone@absoluteinfrastructure.com
Elliot Mayland	Consumers Energy	641-485-4064	emayland@consumersenergy.net
BRENT CULP	Snyder and Assoc.	515-964-9020	bculp@snyder-associates.com
Joe Loomis	Alliant Energy	515-450-8100	Joe.Loomis@AlliantEnergy.com
Kurt Vitzthum	City of Huxley	515-290-7512	KurtVitzthum@huxleyiowa.com
Mat Kahler	City of Huxley	515-822-3800	streetsupt@huxleyiowa.com
Nathan Miner	GreenTech of Iowa	515-228-3948	nathan@greentechiowa.com
John Haldeman	City of Huxley	515-597-2561	jhaldeman@huxleyiowa.org

AGENDA

PRECONSTRUCTION CONFERENCE BLUE SKY COMMONS PLAT 2 HUXLEY, IOWA

Absolute Infrastructure

10:30 A.M., Friday, March 2, 2018

I. INTRODUCTIONS

II. ATTENDANCE SHEET

III. UTILITIES

A. General Iowa One Call (1-800-292-8989).

B. Huxley Communications.

C. CenturyLink.

D. Mediacom.

E. Alliant Energy.

F. Other.

IV. SCHEDULE

V. PERMITS

A. IDNR Water and Sewer Construction Permits.

B. Stormwater Permits.

C. SWPPP.

D. Concrete Washout.

VI. TESTING

- A. Earthwork and Concrete Testing.
- B. Sewer Televising.

VII. CONSTRUCTION DETAILS

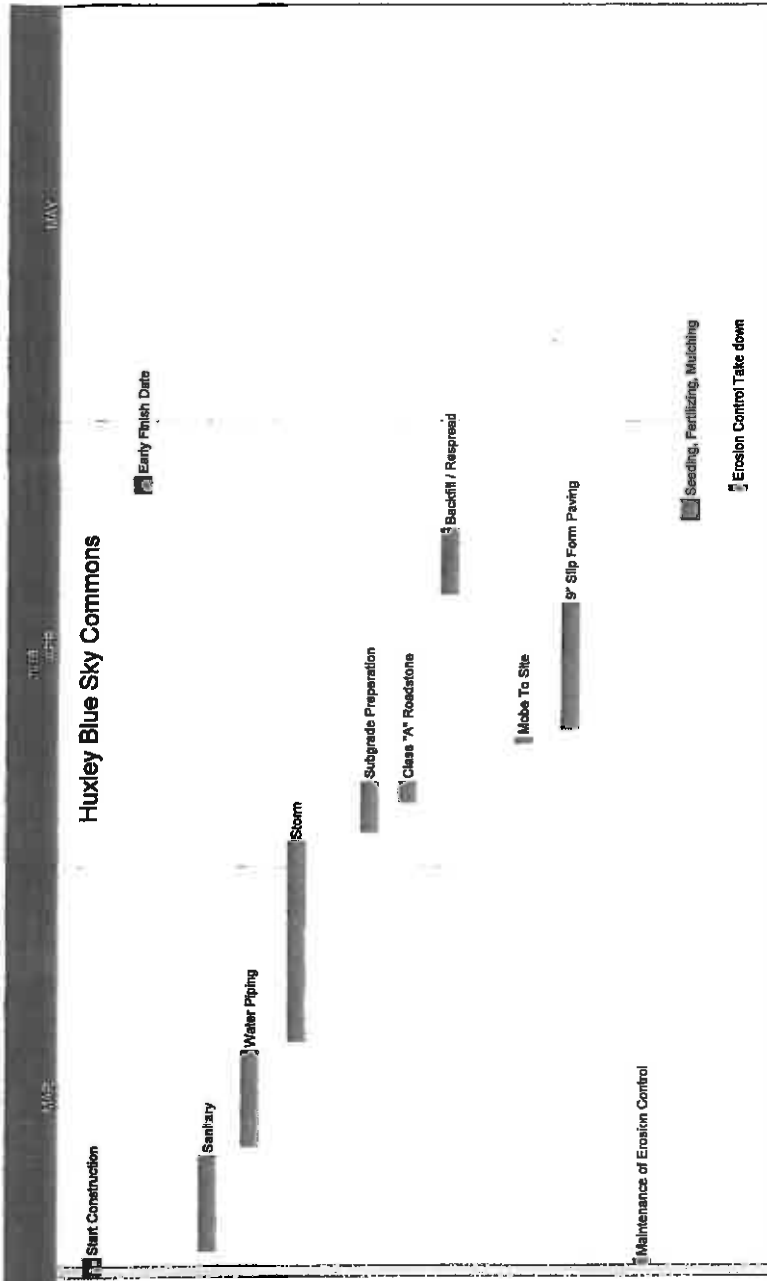
- A. Shop Drawings.
- B. Construction Access.
- C. Working Hours.
- D. Traffic Control and Notification.
- E. Connections to Existing Sewer and Water.
- F. Pavement Connection.
- G. Pavement Method.
- H. Subcontractors.

VIII. COMMENTS

- A. City of Huxley.
- B. Contractor.
- C. Engineer.
- D. Other.

ADJOURNMENT

Activity ID	Description	Original Duration	Early Start	Early Finish
GEN01	Start Construction	0	05MAR18	
GEN02	Early Finish Date	0		26APR18
GATR01	Sanitary	5d	06MAR18	12MAR18
GATR02	Water Piping	5d	13MAR18	19MAR18
GATR03	Storm	10d	20MAR18	02APR18
JRS02	Subgrade Preparation	4d	03APR18	06APR18
JRS03	Class "A" Roadstone	2d	05APR18	06APR18
JRS01	Backfill / Respread	3d	18APR18	23APR18
ABS01	Move To Site	1d	09APR18	09APR18
ABS02	9" Slip Form Paving	7d	10APR18	18APR18
GT01	Maintenance of Erosion Control	1d	06MAR18	06MAR18
GT02	Seeding, Fertilizing, Mulching	2d	24APR18	26APR18
GT03	Erosion Control Take down	1d	26APR18	26APR18





DEPARTMENT OF NATURAL RESOURCES
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
NOTICE OF GENERAL PERMIT COVERAGE UNDER
GENERAL PERMIT NO. 2

STORM WATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITY

This notice of general permit coverage for a storm water discharge associated with construction activity is issued pursuant to the authority of section 402 (b) of the Clean Water Act (U.S.C. 1342(b)), Iowa Code 455B.174, and subrule 567--64.4(2), Iowa Administrative Code. A Notice of Intent has been filed with the Iowa Department of Natural Resources that this storm water discharge complies with the terms and conditions of NPDES General Permit No. 2. Authorization is hereby issued to discharge storm water associated with industrial activity as defined in Part VIII of the Iowa Department of Natural Resources NPDES General Permit No. 2 in accordance with the terms and conditions set forth in the permit.

Owner:

INTERSTATE LAND PROPERTIES, LLC
PO BOX 575
PERRY IA 50220
(515)465-5691

Contact:

DON VAN HOUWELING
INTERSTATE LAND PROPERTIES, LLC
PO BOX 575
PERRY IA 50220
(515)465-5691

Permit Coverage Issued To:

**BLUE SKY COMMONS PLAT 2 - CONSTRUCTION
APPROXIMATELY 0.5 MILES SOUTH OF THE INTERSECTION OF 560TH
AVE. AND 315TH ST., EAST OF 560TH AVE.
in HUXLEY, STORY COUNTY
located at**

1/4 Section	Section	Township	Range
SW,NW	19,30	82N	23W

Coverage Provided Through: 10/19/2018

NPDES Permit Discharge Authorization Number: 31777 - 31487

Discharge Authorization Date: 10/19/2017

**Project Description: STREET EXTENSION WITH RELATED CONSTRUCTION
ACTIVITY 3 ACRES**

STATE OF IOWA
DEPARTMENT OF NATURAL RESOURCES
HENRY A. WALLACE BUILDING
DES MOINES, IOWA 50319

CONSTRUCTION PERMIT

Interstate Land Properties, LLC
Attn: Don Van Houweling
P.O. Box 575
Perry, IA 50220

PERMIT NO: 2018-0161S
FILE: City of Huxley – Sewage
RE: Blue Sky Commons Plat 2
PROJECT NO: S2018-0176A

In accordance with the provisions of Section 455B.173.3 and 455B.174.4, Code of Iowa, and Rule 567--64.2(455B) or Rule 567--65.6(455B), or Rule 567--43.3(455B) of the Iowa Administrative Code, the Director of the Department of Natural Resources does hereby issue a permit for the construction of:

903 linear feet of 8-inch PVC sanitary sewer, three (3) 48-inch sanitary sewer manholes, and all related appurtenances necessary to complete the project in accordance with the approved plans and specifications.

The construction of the project shall be initiated within one year of issuance of this permit or this permit is no longer valid. Within thirty days after completion of construction, the permit holder shall submit a certification by a licensed professional engineer that the project was completed in accordance with the approved project documents.

No construction activities shall be initiated unless an Iowa NPDES General Permit No. 2 for "Storm water associated with construction activities" is obtained from the department if the site disturbance and preparation equals to or exceeds one (1) acre.

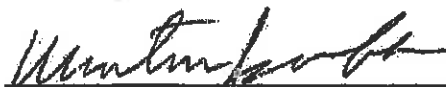
The issuance of this permit in no way relieves the permittee of the responsibility for complying with any other local, state, and federal laws, ordinances, regulations or other requirements applicable to this facility.

Pursuant to Section 455B.174.4, Code of Iowa, you have the right to appeal any condition of this permit by filing with the Director of the Department of Natural Resources a notice of appeal and request for administrative hearing within thirty days of receipt of this permit.

Contact Marty Jacobs at 515-725-8419 with any questions or comments.

FOR THE DEPARTMENT OF NATURAL RESOURCES
CHUCK GIPP, DIRECTOR

By



ENVIRONMENTAL SERVICES DIVISION

Date: November 7th, 2017

cc: DNR Field Office #5
DNR Sewage File 6-85-38-0-02
City Clerk – Huxley
Snyder & Associates, Inc., Chad D. DeVore, P.E.

Plan Distribution:
[1] Applicant; [1] Engineer

STATE OF IOWA
DEPARTMENT OF NATURAL RESOURCES
Water Supply Engineering Section
502 E 9th Street
Des Moines, Iowa 50319

WATER SUPPLY
CONSTRUCTION PERMIT

INTERSTATE PROPERTIES LLC
ATTN: DON VAN HOUWELING
PO BOX 575
PERRY IA 50220-0575

Permit No.: 2018-0097W
Project No.: W2018-0059
PWSID No.: IA8538066

In accordance with the provisions of Sections 455B.173(9) and 455B.174(4) of the Iowa Code and 567—43.3(455B) of the Iowa Administrative Code, the Director of the Department of Natural Resources does hereby issue a permit for the construction of:

548 feet of 8-inch diameter AWWA C900 DR 18 polyvinyl chloride (PVC), or alternative 8-inch diameter AWWA C151 CL 52 ductile iron pipe (DIP), water main extension; including all associated appurtenances in accordance with the plans and specifications, for the *Blue Sky Commons Plat 2* project in Huxley, Iowa.

Note:

1. *Department standards require that any water main installed in areas of groundwater contaminated by organic compounds must be constructed of materials which do not allow permeation of these compounds into the drinking water supply.*

NOTICE: The issuance of this construction permit is based SOLELY on the engineer's certification that all aspects of design included in the project meet the requirements of all applicable state and federal laws and regulations. An advisory review of the plans and specifications may be made at a later date.

Construction of the project shall be initiated within one year of issuance of this permit or this permit is no longer valid. Within thirty days after completion of construction, the permit holder shall submit a certification by a Professional Engineer licensed in Iowa that the project was completed in accordance with the approved project documents.

Pursuant to Section 455B.174.4, Code of Iowa, you have the right to appeal any condition of this permit by filing with the Director of the Department of Natural Resources a notice of appeal and request for administrative hearing within thirty days of receipt of this permit.

If you have any questions, please contact Lanie Boas via e-mail at lanie.boas@dnr.iowa.gov or by telephone at (515) 725-8445.

For the Department of Natural Resources

Chuck Gipp, Director.

By:


Environmental Services Division

Date:

November 29, 2017

cc: ☐ Huxley Water Works Dept. Attn: Jeff Peterson, 515 N Main, Huxley, IA 50124

☐ Field Office No. 5 - Windsor Heights

☐ Files: PWSID No. IA8538066

RESOLUTION NO. 18-019

**RESOLUTION APPROVING THE PROFESSIONAL ENGINEERING SERVICES
AGREEMENT FOR CONSTRUCTION REVIEW AND TESTING BLUE SKY
COMMONS PLAT #2.**

BE IT RESOLVED, THEREFORE, that the City Council of Huxley, Iowa does hereby approve the attached contract for Engineering Services submitted by V&K, Inc. for Construction Review and Testing of Blue Sky Commons Plat #2.

FURTHERMORE, the Huxley City Council authorizes the Mayor to sign agreement as per attached. Copy of signed agreement to remain with resolution.

Section 1. All resolutions or parts thereof which are in conflict herewith are hereby repealed.

PASSED, ADOPTED AND APPROVED this ____ day of March, 2018.

Roll Call	Aye	Nay	Absent
David Jensen	___	___	___
David Kuhn	___	___	___
Greg Mulder	___	___	___
Rick Peterson	___	___	___
Tracey Roberts	___	___	___

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-019** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this ____ day of March, 2018.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk



VEENSTRA & KIMM, INC.

3000 Westown Parkway • West Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848 (FAX) • 800-241-8000 (WATS)

March 5, 2018

John Haldeman
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY, IOWA
CONSTRUCTION REVIEW AND TESTING
BLUE SKY COMMONS PLAT 2
ENGINEERING SERVICES

This letter contract sets forth our understanding of engineering services for construction review of the Blue Sky Commons Plat 2 in Huxley, Iowa.

SCOPE OF SERVICES

We understand the engineering services are to include the following:

1. The project construction will be reviewed in the field at approximately near full time. Construction review will include only utilities and street pavement that will be accepted by the City of Huxley as public improvements, including water mains, storm sewers, sanitary sewers and public street pavement. The construction review will not include construction staking.
2. Other services Veenstra & Kimm, Inc. will provide for the project include:
 - Coordinating and attending a preconstruction meeting.
 - Reviewing shop drawings submitted.
 - Review construction testing results performed by others for pavement subgrade compaction, structural and pavement concrete strength, and percent air and slump testing.
 - Make site visits as necessary and answer questions during construction.
 - Prepare punch list of clean-up items remaining on the project.
 - Make a final review after construction is complete to determine that the construction is substantially in compliance with the plans and specifications.

3. A letter will be provided certifying that the work observed by Veenstra & Kimm, Inc. has been completed in accordance with the plans and specifications, and a recommendation made for acceptance of the work by the City Council. A copy of the letter will be provided to the developer and the developer's engineer.
4. The scope of services includes water mains, storm sewers, sanitary sewers, culverts and pavement within the Blue Sky Commons Plat 2.

ENGINEERING COSTS

The estimated costs for the above engineering services are summarized as follows:

1. The fee for construction review services under this Agreement shall be on the basis of \$71/hour of the Engineers' personnel actually engaged in the performance of the services.
2. The fees for construction review services shall be paid monthly based on the statement of services submitted to the City. Payment for services during construction shall be due and payable upon receipt of the statement of services.
3. Mileage will not be billed separately and is included in the hourly rate for construction review services.
4. The maximum not to exceed fee is based on the level and hours of review for each component of the subdivision as shown in Exhibit A.

Review time amounts that exceed the total hours shown in Exhibit A shall have the remainder of the time covered with City staff or provided with no coverage.

5. The fee for general services during construction for shop drawing review, preconstruction meeting services, final review, and construction coordination shall be on the basis of the standard hourly fees of the Engineer's personnel actually engaged in the performance of the services, plus direct out of pocket expenses.
6. The fee for construction review services shall not exceed the amount of \$71 per hour multiplied by 300 hours as shown in Exhibit A for a total not to exceed fee of Twenty-one Thousand Three Hundred Dollars (\$21,300) without the consent of the City Council.

John Haldeman
March 5, 2018
Page 3

7. The fee for general services during construction shall not exceed the amount of Three Thousand Four Hundred Dollars (\$3,400) without the consent of the City Council.

If you have any questions or comments, please contact us at 515-225-8000.

This letter may be made a contract by affixing the proper date and signatures in the spaces below and returning one copy to us.

VEENSTRA & KIMM, INC.



Forrest S. Aldrich

600-3
Attachment

Accepted this _____ day of _____, 2018.

CITY OF HUXLEY, IOWA

ATTEST:

By _____
Mayor

By _____
City Clerk

Exhibit A – Estimated Full Time Review

<u>Description</u>	<u>Approximate Level of Review</u>	<u>Hours</u>
Water Main	Full Time	20
Storm Sewer	Full Time	40
Sanitary Sewer	Full Time	40
Storm Sewer and Sanitary Sewer Services	Full Time	10
Testing	Full Time	20
Storm and Sanitary Sewer Video Review	Full Time	20
Pavement Subgrade Preparation	Full Time	60
Pavement	Full Time	60
Surface Restoration	Full Time	20
Cleanup/Punch List	Full Time	<u>10</u>
Total		300 Hours

RESOLUTION NO. 18-020

**RESOLUTION APPROVING THE FINAL PLAT FOR THE KALSEM FAMILY
MINOR SUBDIVISION – RURAL DEVELOPMENT WITHIN 2 MILES**

WHEREAS, the Kalsem's owning property at 33505 585th Ave., Cambridge, Iowa and developer's of same, filed a minor subdivision Final Plat for one lot to be reviewed by the Story County; and

WHEREAS, this Final Plat lies within the 2 mile perimeter of the city of Huxley therefore it must be approved by the City before it can be finalized with Story County; and

WHEREAS, this final plat was received by the City on March 1, 2018 for its review; and

WHEREAS, this review request came to Huxley's Zoning Administrator who reviewed the plat as did the City's Engineer and Public Works Director and it is being referred to the City Council with a favorable recommendation from the Zoning Administrator, City Engineer and Public Works Director.

BE IT RESOLVED, THEREFORE, that the Final Plat for the Kalsem Family Subdivision has been submitted to the Huxley City Council and is approved.

PASSED, ADOPTED AND APPROVED this ____ day of March, 2018.

Roll Call	Aye	Nay	Absent
David Jensen	___	___	___
David Kuhn	___	___	___
Greg Mulder	___	___	___
Rick Peterson	___	___	___
Tracey Roberts	___	___	___

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-020** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this _____ day of March, 2018.

Craig D. Henry, Mayor

ATTEST:

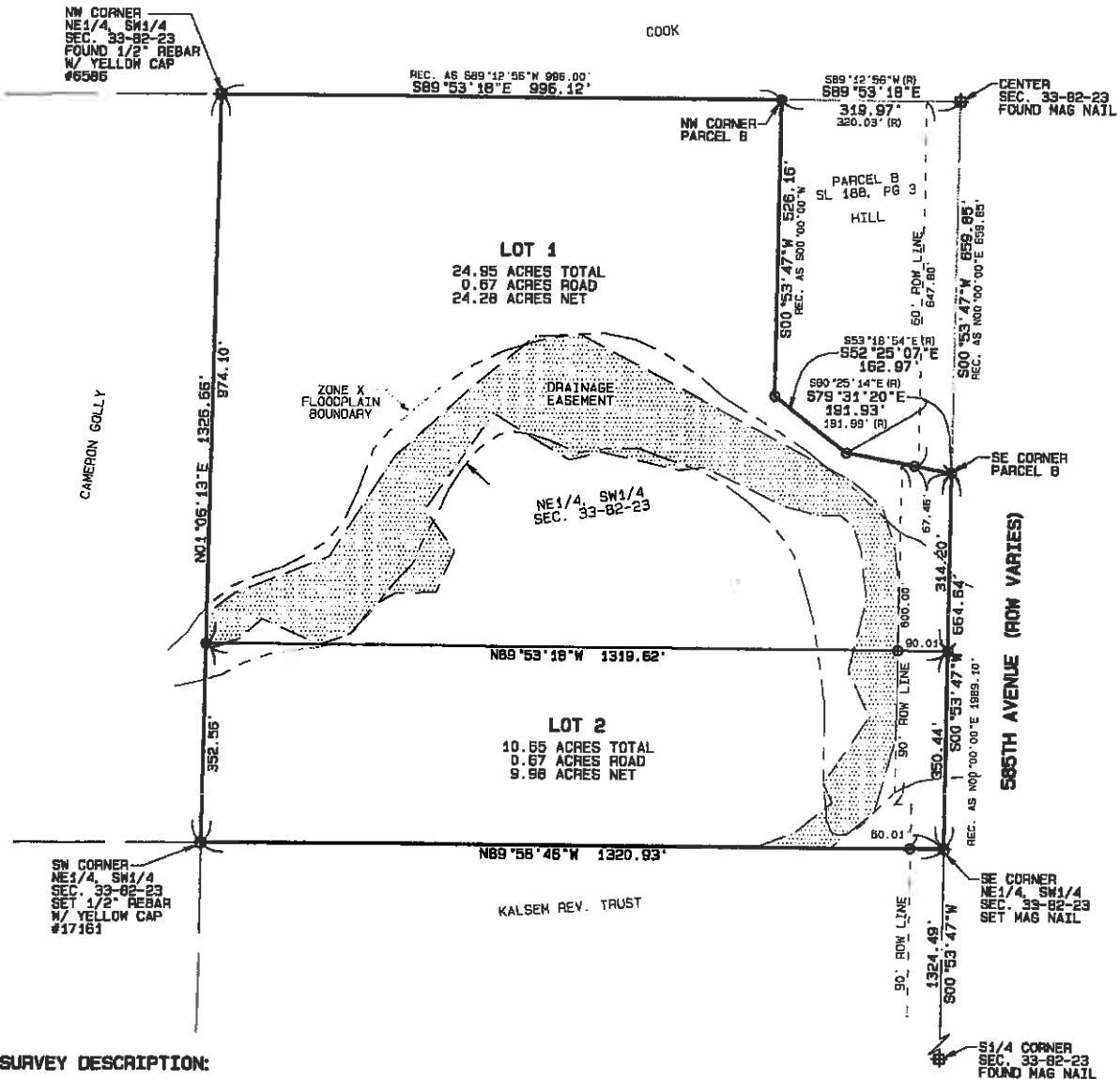
Jolene Lettow, City Clerk

FINAL PLAT KALSEM FAMILY SUBDIVISION, FIRST ADDITION

AN AGRICULTURAL SUBDIVISION IN THE NE1/4, SW1/4,
SECTION 33-82-23, STORY COUNTY, IOWA

OWNER:
DARLENE L. KALSEM REV. TRUST
111 LYNNWOOD DR.
HUXLEY, IA 50124

DEVELOPER:
LORI J. HILL
33505 585TH AVE.
CAMBRIDGE, IA 50046



SURVEY DESCRIPTION:

An Agricultural Subdivision of the Northeast Quarter of the Southwest Quarter, except Parcel B therein, in Section 33, Township 82 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Commencing at the Center of said Section 33; thence S00°53'47"W, 659.85 feet along the east line of said Southwest Quarter to the Southeast Corner of said Parcel B and the point of beginning; thence continuing S00°53'47"W, 664.54 feet to the Southeast Corner of said Northeast Quarter of the Southwest Quarter; thence N89°58'46"W, 1320.93 feet to the Southwest Corner thereof; thence N01°06'13"E, 1326.66 feet to the Northwest Corner thereof; thence 589°53'18"E, 996.12 feet along the north line thereof to the Northwest Corner of said Parcel B; thence following the westerly and southerly lines thereof S00°53'47"W, 526.16 feet; thence S52°25'07"E, 162.97 feet; thence S79°31'20"E, 191.93 feet to the point of beginning, containing 35.60 acres, which includes 1.34 acres of existing public right of way.

DISTRICTS:

School: Ballard CSD
Fire: Cambridge
Ambulance: Story County
Zoning: A-1 (Agricultural)

NOTES:

1. This subdivision is for agricultural purposes only and is not intended for development except in conformance with the Story County development regulations.
2. Additional divisions of the lots created with the agricultural subdivision are not permitted unless the entire subdivision is considered for platting purposes.

GRAPHIC SCALE

1"=200'

○ = SET 1/2" REBAR W/
YELLOW CAP #17161



STUMBO & ASSOCIATES LAND SURVEYING

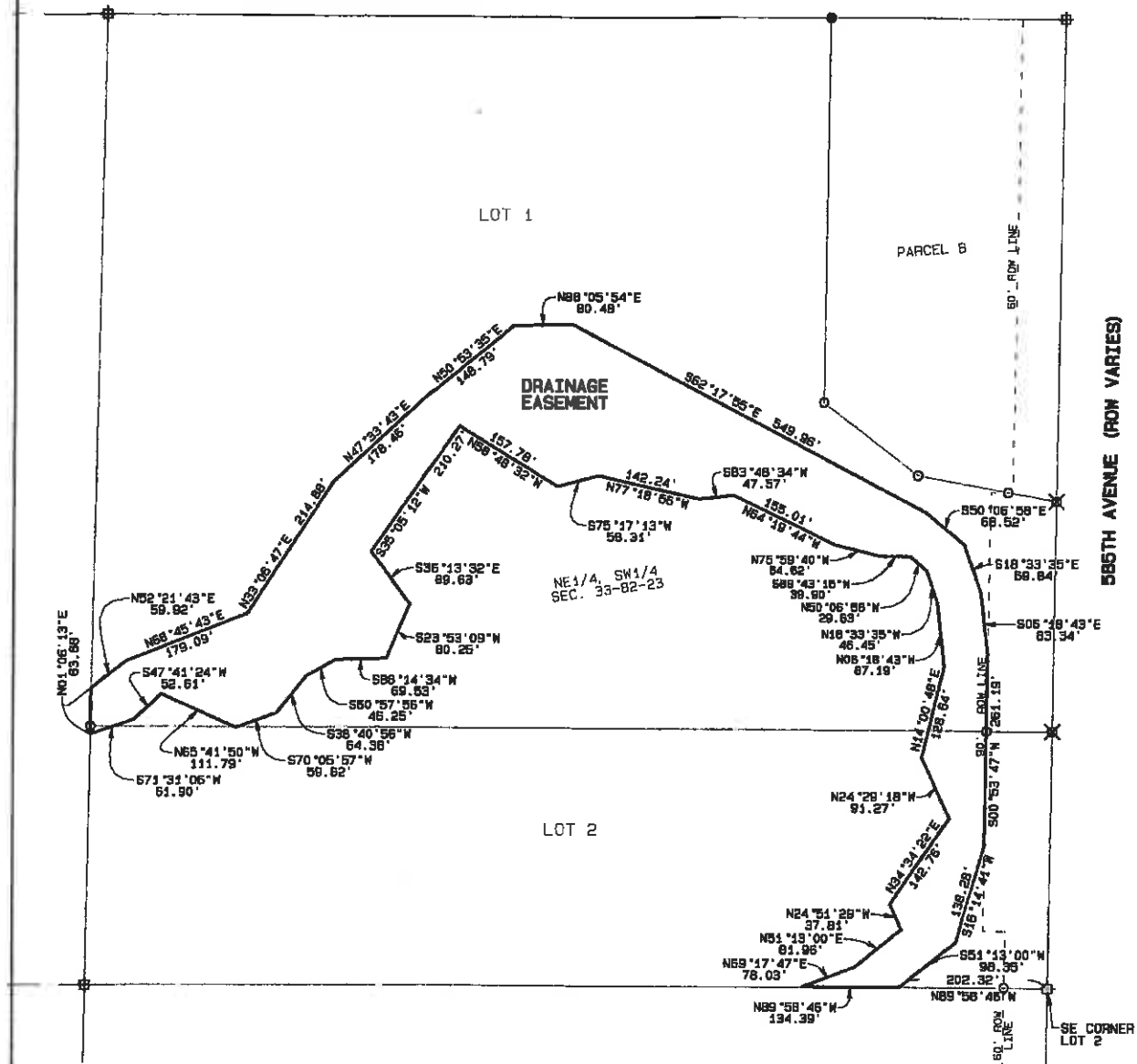
510 S. 11TH STREET, SUITE #102
AMES, IOWA 50010
PH. 515-233-8664 • FAX 515-233-4408

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.

R. Bradley Stumbo
R. Bradley Stumbo License #17161 Date: 2/22/18
My license renewal date is December 31, 2019
Job #14250FP Date: 2/22/18 Page 1 of 2



KALSEM FAMILY SUBDIVISION, FIRST ADDITION DRAINAGE EASEMENT



Survey Description-Drainage Easement:

A strip of land across Lots 1 and 2 in Kalsem Family Subdivision, First Addition in the Northeast Quarter of the Southwest Quarter of Section 33, Township 82 North, Range 23 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Commencing at the Southeast Corner of said Lot 2: thence N88°58'48\"W, 134.39 feet; thence N69°17'47\"E, 78.03 feet; thence N51°13'00\"E, 81.96 feet; thence N24°51'29\"W, 37.81 feet; thence N34°34'22\"E, 142.76 feet; thence N24°29'18\"W, 91.27 feet; thence N14°00'48\"E, 128.64 feet; thence N08°18'43\"W, 87.19 feet; thence N18°33'35\"W, 46.45 feet; thence N50°06'58\"W, 29.63 feet; thence S89°43'15\"W, 39.90 feet; thence N75°59'40\"W, 64.62 feet; thence N64°19'44\"W, 155.01 feet; thence S83°48'34\"W, 47.57 feet; thence N77°18'56\"W, 142.24 feet; thence S75°17'13\"W, 58.31 feet; thence N58°48'32\"W, 157.78 feet; thence S35°05'12\"W, 210.27 feet; thence S36°13'32\"E, 89.63 feet; thence S23°53'09\"W, 80.25 feet; thence S88°14'34\"W, 69.53 feet; thence S60°57'56\"W, 46.25 feet; thence S38°40'56\"W, 64.38 feet; thence S70°05'57\"W, 59.62 feet; thence N65°41'50\"W, 111.79 feet; thence S47°41'24\"W, 52.61 feet; thence S71°31'06\"W, 61.90 feet to the west line of said Kalsem Family Subdivision, First Addition; thence N01°06'13\"E, 63.68 feet along said line; thence N32°21'43\"E, 59.92 feet; thence N68°45'43\"E, 179.09 feet; thence N33°06'47\"E, 214.88 feet; thence N47°33'43\"E, 178.46 feet; thence N50°53'35\"E, 148.79 feet; thence N88°05'54\"E, 80.48 feet; thence S62°17'55\"E, 549.96 feet; thence S50°08'58\"E, 68.52 feet; thence S18°33'35\"E, 68.64 feet; thence S06°18'43\"E, 63.34 feet to the west right of way line of 58th Avenue; thence S00°53'47\"W, 261.19 feet along said line; thence S16°14'41\"W, 138.28 feet; thence S51°13'00\"W, 98.35 feet to the point of beginning.



RESOLUTION NO. 18-021

**RESOLUTION APPROVING AMENDED FINAL PLAT RESOLUTION 17-098 FOR IRON
BRIDGE DEVELOPMENT**

WHEREAS, Chris Gardner had submitted a Final Plat for the Iron Bridge Development for review and a resolution was adopted with conditions; and

WHEREAS, the time period for those conditions to be completed has expired or near expiration; and

WHEREAS, the Council is willing to extend the time period to have the items completed; and

WHEREAS, the Final Plat has been reviewed by the City Engineer and Public Works Director and they recommend conditional approval per attached letter and listed criteria;

1. To fulfill the maintenance bond requirements by providing bonds from contractors and/or subcontractors by May 1, 2018.
2. Complete Punch List Items by May 1, 2018.
3. Delete item 15 to install sidewalk ramps at station 17 + 82 from Punch List dated December 11, 2017. Ramps to be installed when homes are built, or by October 2018, whichever comes first.
4. Waive Performance Bond with completion of 550th Street by June 1, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HUXLEY, IOWA, that the Huxley City Council has reviewed said Final Plat and approves subject to the conditions and/or waivers and per attached letter.

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

PASSED AND APPROVED this ____ day of March, 2018.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 18-021** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this ___ day of March, 2018.

Craig D. Henry, Mayor

ATTEST:

Jolene Lettow, City Clerk