

# CITY OF HUXLEY

TUESDAY – SEPTEMBER 25, 2018 – HUXLEY CITY COUNCIL CHAMBERS  
AT THE 3Cs

## 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 25TH DAY OF SEPTEMBER, 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): Chris Gardner
- 3.00) PROCLAMATION(S): NONE
- 4.00) PUBLIC HEARING(S):
  - 4.01) PUBLIC HEARING TO CONSIDER THE SALE OF LOTS 5, 6 AND 7 IN HUXLEY DEVELOPMENT CORPORATION PLAT 3 IN HUXLEY, STORY COUNTY, IOWA TO MR. STORAGE, LLC.
  - 4.02) A PUBLIC HEARING TO CONSIDER THE SALE OF LOT 11 IN HUXLEY DEVELOPMENT CORPORATION PLAT 3 IN HUXLEY, STORY COUNTY, IOWA TO LANDSCAPE BY DESIGN.
- 5.00) 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.

- 5.01) TO APPROVE THE MINUTES FROM THE FOLLOWING MEETINGS:  
SEPTEMBER 11, 2018 -- Regular Council Meeting & Worksession
- 5.02) TO APPROVE FINANCIAL REPORTS AND PAYMENT OF BILLS.
- 5.03) TO APPROVE BEER, WINE AND LIQUOR LICENSES, CIGARETTE PERMITS RENEWALS.

### AGENDA ITEMS:

- 6.00) COMMUNITY BETTERMENT:
  - 6.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-081 APPROVING THE SALE OF LOTS 5, 6 AND 7 IN HUXLEY DEVELOPMENT CORPORATION PLAT 3 IN HUXLEY, STORY COUNTY, IOWA TO MR. STORAGE, LLC.
  - 6.02) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-082 APPROVING THE SALE OF LOT 11 IN HUXLEY DEVELOPMENT CORPORATION PLAT 3 IN HUXLEY, STORY COUNTY, IOWA TO LANDSCAPE BY DESIGN.

6.03) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-083 APPROVING THE FINAL PLAT FOR VILLAS AT DEERWOOD.

7.00) **PUBLIC SAFETY:**

7.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-084 APPROVING THE THE FILLING OF TWO SARGENTS POSITIONS.

8.00) **FINANCE:**

8.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-085 APPROVING THE STREET FINANCIAL REPORT.

9.00) **LEISURE ACTIVITIES:**

9.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-086 APPROVING THE THE HIRING OF KERRIE MULDER AS RECREATION COORDINATOR.

10.00) **ADMINISTRATIVE BUSINESS:**

10.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-087 APPROVING TRICK OR TREAT NIGHT.

10.02) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 18-088 APPROVING THE CITY OF HUXLEY TO BE A FISCAL SPONSOR FOR THE BCPAA GRANT APPLICATION (BALLARD COMMUNITY PERFORMING ARTS ASSOCIATION).

10.03) DISCUSSION AND POSSIBLE ACTION ON MOTION SETTING TIME AND DATE FOR COUNCIL WORKSESSION FOR OCTOBER 2, 2018 AT 5:30 PM.

**COMMENTS FROM STAFF, COUNCIL AND MAYOR.**

**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. Northland Financing and CIP

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



## **FOR IMMEDIATE RELEASE**

September 21, 2018

### **Five Projects in Story County to Receive State Funding**

Ames, IA – Earlier today the Iowa Economic Development Authority (IEDA) Board announced funding approval for five projects based in Story County. Together, these five projects will create 330 jobs and have a combined \$185,535,400 in capital investment.

“It’s a great day for Story County!” said Dan Culhane, President and CEO of the Ames Chamber of Commerce and Economic Development Commission. “These five projects further add to the incredible job growth we’ve experienced. This could not be scripted any better with the geographic balance of these opportunities touching four communities here in Story County. It underscores the importance of working together. The collegiality of city and county officials working hand in hand with our team here at the AEDC is highly impactful and we are seeing the benefits of these strong partnerships”

Founded in 1938, **M.H. Eby** is an industry-leader in manufacturing aluminum truck bodies and livestock haulers. Eby plans to expand its existing facility in Story City by doubling workspace and purchasing additional equipment. This expansion will not only allow for the growth of existing lines, but position Eby to introduce additional product lines into the facility. The board awarded Eby \$176,000 in direct financial assistance as well as tax benefits from HQJ for this \$4.7 million capital investment. The project is expected to create 64 jobs.

“We have been pleased to be a part of the Story City community since 2005,” said Travis Eby, President of M.H. Eby. “The quick response by all local and state partners to support our multi-faceted expansion project is impressive. We look forward to build on the strong foundation we have in the community to bring this expansion opportunity to reality in Story County.”

**3M** has been a strong corporate partner in the Ames community and plans a significant investment in its current facility to expand and grow. The project will repurpose roughly 30,000sqft in the 3M Ames facility. This project also includes increasing the capacity of utilities and adding climate controls to parts of the plant, both of which are required by the new processes. The board awarded tax benefits to 3M for this project that will be a capital expenditure of approximately \$27.8 million and create 16 new jobs.

**Burke Marketing Corporation**, a subsidiary of Hormel Foods Corporation, plans to expand utilization at its manufacturing plant, including an addition of 200,000 square feet at its Nevada location to accommodate increased production. The board awarded the company tax benefits via HQJ for this proposed \$150 million capital investment. This project is expected to create approximately 210 jobs.

“On behalf of the City of Nevada, I extend my sincere thanks to the many partners who came together to make the Burke expansion project a reality, said Brett Barker, Mayor of Nevada. “It’s impossible to overstate the significance of this project for the community and our future economic development. When we look at economic development with a regional lens, all of Story County benefits.”

**automed, Inc.** is a leading automatic livestock medication delivery company with global headquarters in Ames. automed is poised for explosive growth and is excited to grow its worldwide center for excellence in a new state of the art 12,500 square foot office, research and development and production facility in Huxley. automed was awarded a \$300,000 low interest loan to assist with these expansion efforts. This

**funding will be used to hire and train up to 40 employees, build out the new office/research and production facility, and facilitate new R&D and commercialization efforts.**

**Nebullam** is a comprehensive technology provider to new and expanding indoor farmers in leafy green, microgreen, herb, and pharmaceutical plant production. For Nebullam software to maintain automation of growing tasks while increasing crop yields, technology refinement must occur within Nebullam machine vision applications. Nebullam, located in Ames, received a \$100,000 Demonstration fund loan to continue development and refinement of technology.

The Ames Economic Development Commission (AEDC) organizes and promotes sound economic growth in Ames and central Iowa by stimulating the expansion of existing industry, attracting new enterprises, and assuring a favorable community climate for new ideas and economic growth. To learn more, visit [www.AmesEDC.com](http://www.AmesEDC.com).

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**Contact:**

- Dan Culhane | President & CEO | 515-232-2310 | [dan@ameschamber.com](mailto:dan@ameschamber.com)
- Andrea Hammes Dodge | Vice President | 515-232-2310 | [andrea@ameschamber.com](mailto:andrea@ameschamber.com)



# Iowa Government Finance Initiative

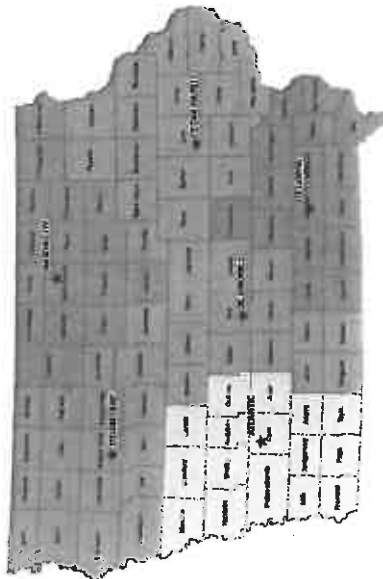


IOWA STATE UNIVERSITY  
Extension and Outreach  
Community and Economic Development

**IOWA STATE UNIVERSITY**  
Extension and Outreach  
Community and Economic Development  
2321, North Loop Drive, Suite 121  
Ames, IA 50010-8218

... and justice for all  
Iowa State University Extension and Outreach programs are available to all without regard to race, color, age, religion, national origin, sexual orientation, gender identity, genetic information, sex, marital status, disability, or status as a US veteran. Inquiries can be directed to the Director of Equal Opportunity and Compliance, 3220 Beardshear Hall, (515) 284-7612.

Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the US Department of Agriculture. Cathann A. Krers, director, Cooperative Extension Service, Iowa State University of Science and Technology, Ames, Iowa.



## Contact Information

**Biswa Das**

Extension Specialist

515-509-9603, [bdas@iastate.edu](mailto:bdas@iastate.edu)

<http://igfi.extension.iastate.edu/workshops>

**Eric Christianson**

Extension Field Specialist

515-231-6513, [ejchr@iastate.edu](mailto:ejchr@iastate.edu)

## IGFI workshops

City and County finance officials and elected members of local governments are entrusted with the task of managing finances and making decisions that impact how much revenue is generated and how efficiently it is spent. With changing demographics, state mandated laws and citizen attitudes toward taxes, it is becoming increasingly complex and challenging to manage local government finances. The role of financial planning in the budgeting process is very important, and has significant short and long-term implications for community and economic development.

### What you will learn?

The **Iowa Government Finance Initiative (IGFI)** workshop is designed as a “tool-based training” for local elected, appointed officials (finance, planning and economic development) and other stakeholders on issues relating to public finance and community and economic development. You will learn:

- How to use the IGFI annual city and county fiscal conditions reports.
- The value of financial indicators and how to use them.
- Comparison with ‘peers’ in the region
- One specific topic critical for cities and counties
- For 2018, the topic is local government debt
- Understand trends in outstanding debt, debt capacity and debt service
- Property tax base and level of tax burden

## Resources for participants

Each participant will receive

- Latest customized IGFI annual fiscal conditions report for their city or county
- Background material relating to local government debt.

### Who should attend?

Elected Officials – Iowa cities and counties  
Appointed officials (city and county finance, planning, economic development)  
Local Chambers of Commerce,  
Council of Governments in Iowa, County Affiliates in Iowa

## Registration Online

Registration is online for the IGFI workshops. To register, go to the “Annual Workshops” tab on the IGFI Website (<http://igfi.extension.iastate.edu/>) and click on the “Register Online Here” link. You can also use the link at the bottom of this page to directly access the registration link. When you register you will have the option to pay by credit card, or to be invoiced via email. To receive a meal you must register at least one week before the scheduled date of the workshop you wish to attend. You may register and pay at the door on the day of the workshop if you cannot register by the one-week deadline; however, no meal will be provided. If you have registered but find you cannot attend, you may send a substitute or cancel your registration; however, no refunds will be made for cancellations received less than 3 business days prior to the workshop. The registration fee is \$65 per individual and covers the workshop instruction, background materials, and supper.

## Location

The training sessions will be conducted in six regions in the state during Sept 27, Oct 02, 04, 09, 11 and 16. The attached map illustrates the regions and the locations for the workshops. All workshops begin with registration and a light supper at 5:30 p.m. The program begins at 6:00 p.m. and concludes by 9:00 p.m.

### The dates and locations for the 2018 workshops are:

- Ottumwa (Wapello County) – Sept 27, 2018
- Storm Lake (Buena Vista County) – Oct 02, 2018
- Des Moines (Polk County) – Oct 04, 2018
- Mason City (Cerro Gordo County) – Oct 09, 2018
- Atlantic (Cass County) – Oct 11, 2018, 2018
- Cedar Rapids (Linn County) – Oct 16, 2018

Register online at:  
<http://bit.ly/2018igfi>

**John Haldeman**

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**From:** Brenda Dryer <brenda@ameschamber.com>  
**Sent:** Wednesday, September 19, 2018 8:32 PM  
**To:** John Haldeman  
**Subject:** Please Forward to the City Council

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

# You're Invited!

Please join us for a ribbon cutting  
and open house celebrating the  
Grand Opening of

## Innovative Technologies

**Tuesday, October 9, 2018**

**4:30 pm**

*Refreshments and appetizers to follow*

**Innovative Technologies**  
**1545 Blue Sky Boulevard, Huxley**



**Ames**  
CHAMBER OF COMMERCE

**Brenda S. Dryer**  
*Director, Existing Industry & Workforce Solutions*



# **Huxley Main Avenue Revitalization Meeting Minutes**

## **Thursday September 14, 2018**

### **5:30 PM**

These minutes are as recorded by the Zoning Clerk.

#### **1.0) INTRODUCTIONS OF BUILDING OWNERS, ISU PLANNING STUDENTS AND CITY REPRESENTATIVES**

**CITY STAFF PRESENT:** Craig Henry- Mayor, John Haldeman-City Administrator, Amy Kaplan-Zoning Clerk

**CONSULTANTS PRESENT:** Stephen Veir—Acting City Attorney

**COUNCIL MEMBERS PRESENT:** Dave Jensen, Dave Kuhn

**GUESTS PRESENT:** Susan Frantz- Fenceline Beer Lab, Jon Barton, Troy and Julee Petersen- Killer Jigs, Diane and Dean Lande- Main Avenue Salon, Mike Leeds- Huxley Communications, Brenda Dryer – Ames Economic Development, Andrew Fortner, Tim Little, Iowa State Students: Daria, Aya, Dasha, Melvin, Namah, Afari, Sayma and Caleb

#### **2.00) DISCUSSION OF IDEAS AND VISIONS FOR THE OLD TOWN AREA**

- Signage to direct traffic downtown: signage is desired on US Highway 69 to direct traffic to downtown businesses. It was questioned if advertisements could be placed on the scrolling sign at the corner of US Highway 69/Main Street.
- Reduce the speed limit from 25 MPH to 15 MPH
- 4-way stop: This area is dangerous as cars frequently go through the stop sign without stopping
- Grants/Funding: John indicated that grants were not available but that we would look into other funding sources.
- Vacant Huxley Dry Cleaners Building: Animals and insects are invading the building. The City will review the property for a potential nuisance violation.
- Main Street: It is desired that Main Street be paved, sidewalks added and stripping for parking spaces.
- Prairie Fest: Its suggested that the Prairie Fest Committee look at alternate locations for festivities to include more of the town and an alternate parade route.
- Car Show: An event would attract people to Main Street.
- Benches: Benches would be a nice addition along Main Street. The “Adopt a Bench” program was discussed to allow citizens to purchase a bench in memory of a loved one.
- Bike Trail/ Trail Head: A paved bike trail that connects to Slater is highly desired.
- Internal bike/walking trails inside the City.
- City Attorney to review Public Nuisance and Property Maintenance regarding possible unsafe buildings.

**3.00) SET NEXT MEETING DATE:** TBD. John Haldeman will investigate the discussed ideas and decide when the best time to have a follow up meeting would be. Stay tuned for updates.

**4.00) CONCLUSION –** Meeting concluded at 6:45 PM

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Amy Kaplan, Zoning Clerk

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Date

# PUBLIC HEARINGS

Proof Of Publication In  
THE AMES TRIBUNE

STATE OF IOWA, STORY COUNTY, ss.

I, Scott Anderson, on oath depose and say that  
I am Publisher of **THE AMES TRIBUNE**,  
a daily newspaper, published at Ames,  
Story County, Iowa; that the annexed printed

**CITY OF HUXLEY**

Notice of Hearing re Sale to Mr. Storage

was published in said newspaper  
1 time(s) on September 18, 2018  
the last of said publication  
was on the 18th day of September, 2018

*Scott Anderson*

*Kimberly Nelsen*



Notary Public  
sworn to before me and subscribed in my  
presence by Scott Anderson  
this 18th day of September, 2018

AMT: \$22.64  
AD #: 1159241  
ACCT: 34042

#1159241  
**NOTICE OF HEARING ON A  
RESOLUTION TO CONSIDER  
THE SALE OF LOTS 5, 6 AND 7 IN  
HUXLEY DEVELOPMENT  
CORPORATION PLAT 3  
IN HUXLEY, STORY COUNTY, IOWA  
TO MR. STORAGE, LLC.**

The City Council of the City of Huxley, Iowa has adopted a resolution relating to a proposal to sell and convey certain real property owned by the City of Huxley and is legally described as:

*Lots 5, 6 and 7 in Huxley Development Corporation Plat 3 in Huxley, Story County, Iowa (the "Property").*

The Property will be sold for the fair market value of \$25,000 for Lot 5, \$25,000 for Lot 6 and \$75,000 for Lot 7.

The Huxley City Council will meet on the 25th day of September 2018, at Huxley City Hall, 515 N Main Street, Huxley, Iowa for the purpose of holding a public hearing on the proposed sale and conveyance.

At that time and place, oral or written comments or objections may be filed or made. Following the hearing, the Huxley City Council will, at that meeting or at a later meeting, make a final determination on the proposal, in accordance with Section 364.7 of the Code of Iowa.

By order of the City Council of the City of Huxley, Iowa.

Submitted by:  
Jolene Lettow, City Clerk

Published in the Ames Tribune on  
September 18, 2018 (1T)

Proof Of Publication In  
THE AMES TRIBUNE

STATE OF IOWA, STORY COUNTY, ss.

I, Scott Anderson, on oath depose and say that  
I am Publisher of **THE AMES TRIBUNE**,  
a daily newspaper, published at Ames,  
Story County, Iowa; that the annexed printed

**CITY OF HUXLEY**

Notice of Hearing re Sale to Landscapes by Design

was published in said newspaper  
1 time(s) on September 18, 2018  
the last of said publication  
was on the 18th day of September, 2018

*Scott Anderson*

*Kimberly Nelsen*



**KIMBERLY NELSEN**  
Commission Number 790054  
My Commission Expires May 19, 2021

Notary Public  
sworn to before me and subscribed in my  
presence by Scott Anderson  
this 18th day of September, 2018

**AMT: \$21.13**  
**AD #: 1159238**  
**ACCT: 34042**

#1159238  
**NOTICE OF HEARING ON A  
RESOLUTION TO CONSIDER  
THE SALE OF LOT 11  
IN HUXLEY DEVELOPMENT  
CORPORATION PLAT 3 IN HUXLEY,  
STORY COUNTY, IOWA TO  
LANDSCAPES BY DESIGN**

The City Council of the City of Huxley, Iowa has adopted a resolution relating to a proposal to sell and convey certain real property owned by the City of Huxley and is legally described as:

*Lot 11 in Huxley Development Corporation Plat 3 in Huxley, Story County, Iowa (the "Property").*

The Property will be sold for the fair market value of \$82,790.00

The Huxley City Council will meet on the 25th day of September 2018, at Huxley City Hall, 515 N Main Street, Huxley, Iowa for the purpose of holding a public hearing on the proposed sale and conveyance.

At that time and place, oral or written comments or objections may be filed or made. Following the hearing, the Huxley City Council will, at that meeting or at a later meeting, make a final determination on the proposal, in accordance with Section 364.7 of the Code of Iowa.

By order of the City Council of the City of Huxley, Iowa.

Submitted by:  
Jolene Lettow, City Clerk

Published in the Ames Tribune on  
September 18, 2018 (1T)

# CONSENT AGENDA

# Huxley City Council Minutes

## Tuesday, September 11, 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 6:01 pm.

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

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk, Gerry Stoll – Police Chief, Heather Denger – Parks and Recreation Director, Kevin Deaton – Assistant Fire Chief, Cathy Van Maanen, Library Director

**CONSULTANTS PRESENT:** Forrest Aldrich - City Engineer, Amy Beattie – City Attorney

**GUESTS PRESENT:** Brenda Dryer, Marty Chitty, Scott Wilson, Tony Sejaan, Andrew Gogerty

**PERSENTATION:** Scott Wilson, 107 Lynwood and Tony Sejaan, 109 Lynwood, requested assistance from city to reduce noise from 3C's building that flows into their property. Councilman Mulder informed residents that studies have proven that noise barriers do little to reduce noise. Mayor commented he would contact DNR to discuss green barriers that could be placed between properties. Tree Board will also be contacted to discuss issue.

### CONSENT AGENDA:

**MOTION-** Roberts, Second - Mulder to approve all agenda items as listed:

- Approve August 28, 2018 Council Meeting and Work Session Minutes
- Approve Financial Reports and Payment of Bills
- Approve Beer, Wine and Liquor Licenses, Cigarette Permit Renewals.
- Approve Appointments of Levi Lank, Jen Buckhahn and John Johnson to Huxley Fire Department
- Approve Block Party Request from Meadow Brook Place/Meadow Lane

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

**Claims:**

ACTIVE911, INC.	YEARLY FEES	352.50
AFLAC	AFLAC	4.00
ALEX POLEWIK	FLAG FOOTBALL REFUND	52.00
ALLIANT ENERGY	GAS & ELECTRIC	11,363.75
ARNOLD MOTOR SUPPLY	DOOR HANDLE, BRAKE FLUID, CLEA	127.95
BELLA HOMES	BUILDING PERMIT DEPOSIT REFUND	1,500.00
BOUND TREE MEDICAL	AMBULANCE SUPPLIES	10.50
BRICK GENTRY P.C.	HDC	6,437.50
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,397.48
EBS	MEDICAL INSURANCE	13,219.47
ED M. FELD EQUIPMENT CO. I	RUBBER BOOT	157.50
EDWARD JONES	IRA	250.00
FIDELITY SECURITY LIFE	VISION INS	257.80
G & L CLOTHING	JEANS AND COAT FOR MAT	202.45
GALLS, LLC- DBA CARPENTER	UNIFORM PANTS	69.98
HACH COMPANY	DIGITAL SENSOR	6,975.60
HUXLEY COMMUNICATIONS COOP	CABLE, INTERNET, PHONE	1,726.37
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	9,980.96
INTERSTATE POWER & LIGHT	STREET LIGHTS IN HUX. DEV PARK	11,009.01
IOWA STATE UNIVERSITY	ISU PLACE PROGRAM	2,250.00
IPERS	IPERS	12,897.87
JULIE MOSHER	REIMBURSE PASSPORT PHOTO FEES	24.87
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	789.19
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	940.73
MARCO, INC.	PD COPIER MAINTENANCE	133.20
MARTIN MARIETTA MATERIALS	1" ROAD STONE	121.28
MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	750.00
MENARDS	VULKEM LIMESTONE	125.73
MIDWEST BREATHING AIR SYST	SERVICE AIR TEST	174.75
MIDWEST PIPE SUPPLY, INC	PLASTIC PIPE AND PLASTIC REDUC	1,066.96
MISCELLANEOUS VENDOR	CHRISTIANSSEN, PAULA :US REFUND	723.43

MUNICIPAL SUPPLY  
NICKOLAY CONSULTING, LLC  
OUTDOOR ENVISIONS  
QUALITYONE COMMERCIAL CLEANING  
SAFE BUILDING COMPLIANCE &  
SAGE HOMES, INC.  
SPRINGER PROFESSIONAL HOME  
STAPLES BUSINESS CREDIT  
STORY COUNTY TREASURER  
TASC  
TASC - CLIENT INVOICES  
TREASURER, STATE OF IOWA  
VAN-WALL EQUIPMENT INC.  
VEENSTRA & KIMM, INC.

BLUE AND GREEN FLAGS	66.00
MONTHLY IT SUPPORT	105.00
GOLD MULCH	1,080.41
SEPTEMBER JANITORIAL CLEANING	2,134.00
BUILDING INSPECTIONS	4,571.50
BUILDING PERMIT DEP REFUND	500.00
PEST INSPECTION	42.00
OFFICE SUPPLIES	93.48
HDC PLAT 2 LOT 7 PROPERTY TAX	1,074.00
FLEX BENEFIT PLANS	512.46
OCTOBER FLEX PLAN FEES	67.91
STATE WITHHOLDING	3,432.00
REWIND SPRING	23.85
VILLAS AT 315-GENERAL SERVICES	18,053.00

		<u>Expenses</u>
001	GENERAL FUND	55,045.21
002	LIBRARY	4,857.15
003	RECREATION	2,841.94
004	FIRE AND RESCUE	1,539.48
014	AMBULANCE	1,872.76
110	STREET	14,390.19
121	LOCAL OPTION TAX	
125	TIF	2,250.00
126	HDC	1,074.00
600	WATER UTILITY	9,692.90
610	SEWER UTILITY	14,515.11
	PAYROLL/MISC	45,200.05
	GRAND TOTAL	162,048.49

Motion – Jensen, Second – Peterson on Third Reading of Ordinance No. 486 to Amend the Code of Ordinances for the City of Huxley, Iowa, Chapter 160, Swimming Pool and Spa Code, Regarding Permits. Council directed staff to set up follow-through procedure on swimming pool permits. Property maintenance code can be used to enforce code on existing pools. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

Motion – Kuhn, Second- Roberts on Resolutions No. 18-078 and 18-079 to Set Public Hearings for the Sale of Lots 5, 6, 7 in Huxley Development Plat 3 to Mr. Storage and Lot 11 in Huxley Development Corporation Plat 3 to Landscape by Design. Hearing is scheduled for council meeting on September 25th. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

Motion – Roberts, Second – Peterson on Motion to Approve Posting of Two Police Sargent Positions to Fill. 5 ayes, 0 nays. Motion carried. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

Motion – Kuhn, Second – Mulder on Resolution No. 18-080 to Approve the Conversion of Holidays to Personal Days for Police Department. City attorney developed policy that will allow flexibility to police staff that must work holidays. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

Motion - Peterson, Second – Roberts on Motion to Approve Social Media as Proposed by Parks and Recreation Director. Contest utilizing social media mediums will promote parks and recreation programs/membership. 5 ayes, 0 nays. Motion carried.

Motion – Kuhn, Second – Roberts on Motion to Set Date and Time for Trick or Treat 2018. Council decided October 31<sup>st</sup> from 6 to 8 pm. Councilman Mulder suggested setting permanent date and time for trick or treat for future years and council agreed. Staff to develop resolution for definitive date and time. Roll Call: Jensen, Mulder, Kuhn, Roberts, Peterson voted yes. Motion carried.

### Miscellaneous

Police Chief Stoll reported:

- New three way stop on No. 5<sup>TH</sup> Avenue is working great. No complaints. Stop sign will become permanent.
- October 3rd is National Coffee with a Cop Day. Officer Gloede has been working with owners of Double Dipped to host a Coffee with Cop event at their location from 8-9:30 am on October 3<sup>rd</sup>.
- Officer Albaugh completed ALICE training at schools.
- Officers completed weapons training.

Heather Denger, Parks and Recreation Director, announced soccer, flag football and volleyball programs were in their second week of games. Reminder to council of Fall Festival scheduled for October 7th at Centennial Park.



Assistant Fire Chief, Kevin Deaton, told council that the house burning training has been delayed. Date not determined yet.

Forrest Aldrich, city engineer, stated review will begin on final plat and construction plans submitted by Kading for the Villas at Deerwood development.

Councilman Peterson thanked Chief Stoll and Heather Denger on their efforts to improve their departments.

Councilman Kuhn asked about the number of volunteer firefighters in fire department. Assistant Fire Chief replied that the numbers were increasing.

Councilman Jensen asked about status of punch list for Blue Sky development. City engineer replied that punch list had not been completed yet.

Mayor announced that his work schedule would be changing due to retirement plans. Reported that he received positive comments on this year's Prairiefest. Also asked council to choose a date to schedule a city facilities and park tour. Consensus was to schedule for first week in October.

ADJOURNMENT: Motion – Peterson, second – Mulder to adjourn meeting at 7:10pm. 5 ayes, 0 nays. Motion carried.

#### **WORK SESSION:**

*Mayor opened meeting at 7:15 pm.*

Mat Kahler, Street Superintendent, presented council with two bids for concrete work to be completed in front of 3C's building. Asked council to choose concrete color: charcoal. Also asked for direction on whether to put down sealant over concrete. Consensus was to not put down sealant – causes concrete to become slippery.

City administrator, John Haldeman, informed council of Downtown Revitalization meeting at Nord Kalsem on Thursday, September 13th at 5:30pm. Meeting will be held with downtown property owners.

Parks and Recreation Director reported that city attorney had advised against allowing any non-profit organization to utilize gym for after school programs for little or no fee. Program must benefit entire community.

City administrator informed council he had met with County Supervisor Sanders regarding pavement of 560<sup>th</sup> Street. County is interested and could possibly be a project for 2020.

City administrator presented council with information computed by Northland Securities that reviewed city's future debt and financial status.

Councilman Peterson stated council needed to focus on Capital Improvements Projects list and suggested scheduling a separate meeting to move forward with prioritization of projects.

Councilman Kuhn asked to review agreement with Iowa Irrigation and paving approach/driveway on property. Staff to research.

ADJOURNMENT: Motion – Roberts, second – Peterson to adjourn meeting at 7:45pm. 5 ayes, 0 nays. Motion carried.

---

Craig D. Henry, Mayor

Attest:

---

Jolene R. Lettow, City Clerk

**9-25-18 Council Claims**

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A KING'S THRONE LLC	PORTA POTTIES FOR LARSON	\$ 170.00
3	ANKENY SANITATION	CITY GROUNDS TRASH PICKUP	\$ 317.29
4	BAKER GROUP	HUMIDITY LEVEL CHECKS	\$ 708.00
5	CARDMEMBER SERVICE	SEE ATTACHED	\$ 7,763.14
6	CENTRAL IOWA TELEVISION	JET TRUCK ROOT CUTTING	\$ 900.00
7	CHITTY GARBAGE SERVICE INC	FD TRASH PICKUP	\$ 21.40
8	CONSUMERS ENERGY	GAS AND ELECTRIC	\$ 10,362.67
9	COUNTRY LANDSCAPES INC.	TREE DRAWING AT PRAIRIE FEST	\$ 203.00
10	DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 373.73
11	DES MOINES STAMP MFG. CO.	TWO NOTARY STAMPS FOR PD	\$ 61.55
12	DITCH WITCH OF MINNESOTA &	REPAIR POWER PAC	\$ 875.36
13	DMACC BUSINESS RESOURCES	CONTROL PANELS 1 COURSE FOR 2	\$ 180.00
14	DOLLAR GENERAL-REGIONS 410	PROGRAM AND OFFICE SUPPLIES	\$ 122.70
15	ELECTRIC PUMP	R & R RAS PUMP	\$ 5,203.43
16	GALLS, LLC- DBA CARPENTER	UNIFORM PARTS	\$ 144.98
17	GERED BURKHARDT	BACKFLOW TESTING	\$ 455.00
18	HALVORSON TRANE	HEATING/COOLING SYSTEM REPAIR	\$ 238.75
19	HEARTLAND CO-OP	CHEMICALS	\$ 212.90
20	INLAND TRUCK PARTS COMPANY	BRAKE CALIPER & SPRING CLAMP	\$ 163.78
21	INTEGRATED PRINT SOLUTIONS	YOUTH SOCCER & VOLLEYBALL SHIRTS	\$ 1,085.50
22	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 9,967.43
23	INTERSTATE BATTERIES	BATTERY CABLE AND BATTERIES	\$ 467.81
24	IOWA DOT	MULTI FOLD TOWELS	\$ 48.14
25	IOWA ONE CALL	EMAIL LOCATES	\$ 62.10
26	IOWA STATE UNIVERSITY	STREETS WORKSHOP-HANKS	\$ 75.00
27	JAX MERCANTILE	FALL 2018 WEAPONS QUALIFY AMMO	\$ 1,428.00
28	JULIE MOSHER	REFUND FOR PASSPORT PHOTO	\$ 10.00
29	KALSEM FARM, INC.	TWO STRAW BALES	\$ 12.00
30	KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	\$ 741.20
31	MARCO, INC.	MAINTENANCE AGREEMENT	\$ 394.02
32	METERING & TECHNOLOGY SOLU	METERS & ERTS	\$ 2,178.00
33	MIRACLE RECREATION EQUIPME	PLUG ROCKITE	\$ 56.93
34	ON-SITE INFORMATION DESTRU	PURGE SERVICE	\$ 232.60
35	PAULA SUNDAY	REFUND FOR OVERPAID AMBULANCE	\$ 811.50
36	PCC AN AMBULANCE BILLING S	MAY & JUNE AMBULANCE BILLING	\$ 464.63
37	PEPSI-COLA	VENDING PRODUCT	\$ 391.14
38	POSTMASTER	BULK POSTAGE	\$ 352.81
39	PREMIER OFFICE EQUIPMENT I	COPIES	\$ 12.10
40	SLATER ANIMAL HOSPITAL	BOARDING STRAY CAT	\$ 103.51
41	STAR EQUIPMENT LTD.	SEALING DISK AND SQUEEGEE	\$ 94.21
42	STITCHED CRAFTS	HPD PATCHES & FLEECE BEANIE	\$ 275.00
43	SWANK MOVIE LICENSING USA	PUBLIC PERFORMANCE SITE LICENS	\$ 392.00
44	SYNCB/AMAZON	DVDS, PROGRAM SUPPLIES, BOOKS	\$ 137.85
45	TASC	FLEX BENEFIT PLANS	\$ 512.46

**9-25-18 Council Claims**

	A	B	C
46	TYLER TECHNOLOGIES, INC.	RECEIPT VALIDATION PRINTER MAINT	\$ 582.42
47	U.S. BANK EQUIPMENT FINANC	COPIER LEASE	\$ 99.00
48	USA BLUEBOOK	1" POLYMER METER	\$ 188.52
49	VAN-WALL EQUIPMENT INC.	MOWER BLADE & TRIMMER SPOOL	\$ 114.30
50	VERIZON WIRELESS	AMBULANCE, PD, & PW CELL PHONES	\$ 561.39
51	WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	\$ 70.83
52	Payroll Expense		\$ 44,932.03
53	<b>GRAND TOTAL</b>		<b>\$ 95,332.11</b>
54			
55		<b>FUND TOTALS</b>	
56	001 GENERAL FUND	10,115.50	
57	002 LIBRARY	1,715.29	
58	003 RECREATION	4,762.20	
59	004 FIRE AND RESCUE	101.4	
60	014 AMBULANCE	2,176.17	
61	110 ROAD USE TAX	3,934.61	
62	319 RECREATION NEW EQUIPMENT	2,155.66	
63	600 WATER UTILITY	11,688.15	
64	610 SEWER UTILITY	13,751.10	
65	01 PAYROLL EXPENSE	44,932.03	
66	<b>GRAND TOTAL</b>	<b>95,332.11</b>	
67			
68	<b>Cardmember Services (Visa)</b>		
69	Admin	postage, priority mail envelopes, printer for Amy, amazon prime, alpha copies	\$ 614.03
70	PD	travel expenses for class	\$ 262.66
71	Public Works	socket, wrench, wheel socket set, ups system, 1" drive impact, weed eater blades	\$ 835.57
72	Water	supplies from sam's club	\$ 65.39
73	Parks and Rec	vending product, supplies for exercise and weight rooms, volleyballs, rogue bumper plate set, jerseys for flag football, yoga dvd, poster paper	\$ 4,555.40
74	Parks		
75	Streets	flange pipe reducer kit, turbo for '07 dump truck	\$ 1,014.93
76	Wastewater	wef membership, wheels for office chairs, clorox wipes	\$ 126.46
77	Ambulance	tape and paper, member photos	\$ 78.93
78	FD	background check	\$ 15.00
79	Library	postage, liquid web	\$ 194.77
80	<b>Total</b>		<b>\$ 7,763.14</b>

## Utility Report

August	2018					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	86	85	759,300	\$4,830.72	749,800	\$5,804.37
Schools	4	3	147,000	\$722.75	147,000	\$729.15
Rural	67	6	391,600	\$4,022.36	43,000	\$512.23
No Charge	20	14	1,399,100	\$0.00	1,118,000	\$0.00
Residential	1,499	1,492	5,347,793	\$49,362.83	5,260,893	\$60,365.00
Second Meter	133	N/A	1,407,100	\$6,660.89	N/A	N/A
Master Meters	12	N/A	378,000	\$0.00	N/A	N/A
Wells	2	N/A	10,010,000	\$0.00	N/A	N/A
<b>TOTAL:</b>	<b>1,823</b>	<b>1,600</b>	<b>19,839,893</b>	<b>\$65,599.55</b>	<b>7,318,693</b>	<b>\$67,410.75</b>

	Water:	Sewer:	
Total Billed Consumption (gallons):	8,052,793	6,200,693	TOTAL:
Total Billed:	\$65,599.55	\$67,410.75	\$133,010.30

August	2017					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	83	83	2,198,100	\$11,205.14	652,600	\$5,277.15
Schools	4	3	115,200	\$581.24	115,200	\$587.64
Rural	67	6	438,200	\$4,333.60	33,400	\$448.12
No Charge	20	14	1,680,300	\$0.00	1,448,000	\$0.00
Residential	1,449	1,449	5,537,323	\$49,260.80	5,523,223	\$60,390.88
Second Meter	122	0	1,327,400	\$6,278.45	N/A	N/A
Master Meters	14	N/A	12,848,500	\$0.00	N/A	N/A
<b>TOTAL:</b>	<b>1,759</b>	<b>1,555</b>	<b>24,145,023</b>	<b>\$71,659.23</b>	<b>7,772,423</b>	<b>\$66,703.79</b>

	Water:	Sewer:	
Total Billed Consumption (gallons):	9,616,223	6,324,423	TOTAL:
Total Billed:	\$71,659.23	\$66,703.79	\$138,363.02

**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 & 11 rural

# COMMUNITY BETTERMENT

**RESOLUTION NO. 18-081**

**RESOLUTION MAKING FINAL DETERMINATION ON THE SALE OF THE SALE  
OF LOTS 5, 6 AND 7 IN HUXLEY DEVELOPMENT CORPORATION PLAT 3 AND  
AUTHORIZING THE EXECUTION OF PURCHASE AGREEMENTS BY AND  
BETWEEN THE CITY OF HUXLEY AND MR. STORAGE, L.C.**

**WHEREAS**, the City of Huxley owns certain real property that is legally described as:

Lots 5, 6 and 7 in Huxley Development Corporation Plat 3 in Huxley, Story County, Iowa  
(the "Property"); and

**WHEREAS**, Mr. Storage, L.C. has presented Purchase Agreements to the City of Ankeny  
for the purpose of acquiring the Property; and

**WHEREAS**, the Code of Iowa requires that, before a city may dispose of an interest in  
real property by sale, the city must set forth its proposal in a resolution and public notice as  
provided in Section 362.3, of the resolution and of a date, time and place of a public hearing on  
the proposal; and

**WHEREAS**, the Code of Iowa also requires that, before a city may enter into a proposed  
purchase agreement for the real property that a public hearing must be held on the proposed  
agreement; and

**WHEREAS**, pursuant to said notice published as required by law, this Council has held a  
public meeting and hearing upon the proposal to approve and authorize execution of the  
Purchase Agreements which include the potential sale of the Property, and has considered the  
extent of objections received from residents or property owners as to said proposed Purchase  
Agreements; and, accordingly the following action is now considered to be in the best interest of  
the City and residents thereof; and

**WHEREAS**, the Council has determined that the Purchase Agreements are in the best  
interest of the City and the residents thereof and the performance by the City of its obligations  
thereunder is a public undertaking and purpose.

**NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY  
OF HUXLEY, IOWA:**

**Section 1.** The Council finds that disposal of interests in the Property as set forth in the  
Purchase Agreements will benefit and is in the best interests of the residents of the City. The  
Council further finds that transfer of the Property, with consideration as provided in the Purchase

Agreements, constitutes fair consideration for the disposal of interests in the Property.

**Section 2.** The proposal to sell the Property pursuant to the terms of the proposed Purchase Agreements is hereby approved.

**Section 3.** The performance by the City of its obligation under the Purchase Agreements including but not limited to selling the Property to Mr. Storage, L.C. is hereby declared to be a public undertaking and purpose and in furtherance of the best interests of the residents of the City.

***Section 4. Per Section #5 of Article I of the Covenants for this property filed on December 22, 2014, states that storage facilities with multiple outside doors are not a permitted use, unless waived and allowed by the City Council. The buyers would still have to proceed with the submittal of site plans and all the necessary requirements and have such approved by the Huxley Planning and Zoning and the Huxley City Council.***

***With this resolution the Huxley City Council waives this and allows this use to the buyers as part of this purchase.***

**Section 5.** That the form and content of the Purchase Agreements, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal, and deliver the Purchase Agreements for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Purchase Agreements, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Purchase Agreements as executed.

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

<b>Roll Call</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
David Jensen	_____	_____	_____
David Kuhn	_____	_____	_____
Greg Mulder	_____	_____	_____
Rick Peterson	_____	_____	_____
Tracey Roberts	_____	_____	_____

***PASSED, ADOPTED AND APPROVED*** this     th day of September, 2018

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-081** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this   th day of September, 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

ATTEST:

\_\_\_\_\_  
Jolene Lettow, City Clerk



**RESOLUTION NO. 18-082**

**RESOLUTION MAKING FINAL DETERMINATION ON THE SALE OF THE SALE  
OF LOT 11 IN HUXLEY DEVELOPMENT CORPORATION PLAT 3 AND  
AUTHORIZING THE EXECUTION OF PURCHASE AGREEMENT BY AND  
BETWEEN THE CITY OF HUXLEY AND LANDSCAPES BY DESIGN**

**WHEREAS**, the City of Huxley owns certain real property that is legally described as:

Lot 11 in Huxley Development Corporation Plat 3 in Huxley, Story County, Iowa (the "Property"); and

**WHEREAS**, Landscapes by Design has presented a Purchase Agreement to the City of Ankeny for the purpose of acquiring the Property; and

**WHEREAS**, the Code of Iowa requires that, before a city may dispose of an interest in real property by sale, the city must set forth its proposal in a resolution and public notice as provided in Section 362.3, of the resolution and of a date, time and place of a public hearing on the proposal; and

**WHEREAS**, the Code of Iowa also requires that, before a city may enter into a proposed purchase agreement for the real property that a public hearing must be held on the proposed agreement; and

**WHEREAS**, pursuant to said notice published as required by law, this Council has held a public meeting and hearing upon the proposal to approve and authorize execution of the Purchase Agreement which include the potential sale of the Property, and has considered the extent of objections received from residents or property owners as to said proposed Purchase Agreement; and, accordingly the following action is now considered to be in the best interest of the City and residents thereof; and

**WHEREAS**, the Council has determined that the Purchase Agreement is in the best interest of the City and the residents thereof and the performance by the City of its obligations thereunder is a public undertaking and purpose.

**NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA:**

**Section 1.** The Council finds that disposal of interests in the Property as set forth in the

Purchase Agreement will benefit and is in the best interests of the residents of the City. The Council further finds that transfer of the Property, with consideration as provided in the Purchase Agreement, constitutes fair consideration for the disposal of interests in the Property.

**Section 2.** The proposal to sell the Property pursuant to the terms of the proposed Purchase Agreement is hereby approved.

**Section 3.** The performance by the City of its obligation under the Purchase Agreement including but not limited to selling the Property to Landscapes by Design is hereby declared to be a public undertaking and purpose and in furtherance of the best interests of the residents of the City.

**Section 4.** That the form and content of the Purchase Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal, and deliver the Purchase Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Purchase Agreement, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Purchase Agreement as executed.

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

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

***PASSED, ADOPTED AND APPROVED*** this th day of September, 2018

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-082** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this   th day of September, 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

ATTEST:

\_\_\_\_\_  
Jolene Lettow, City Clerk

**RESOLUTION NO. 18-083**

**RESOLUTION APPROVING THE FINAL PLAT FOR VILLAS AT DEERWOOD  
AND ACCEPTING THE PUBLIC IMPROVEMENTS SUBJECT TO  
PERFORMANCE BOND PROVIDED BY DEVELOPER**

**WHEREAS**, KADING DEVELOPMENT has submitted a Final Plat for VILLAS AT DEERWOOD in the City of Huxley for consideration; and

**WHEREAS**, at their January 29, 2018 meeting the Huxley Planning and Zoning Commission reviewed the Site Plan submitted and made a favorable recommendation to the City Council with conditions; and

**WHEREAS**, a Final Plat has been submitted and the City's Engineer has submitted his letter of review.

**BE IT RESOLVED, THEREFORE**, that the Final Plat for Villas at Deerwood is approved by the City of Huxley.

**BE IT FURTHER RESOLVED** the public infrastructure improvements are accepted by the City of Huxley subject to the Performance Bond with Attachment A provided to the City by the Developer for items to be completed in the future.

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

**PASSED, ADOPTED AND APPROVED** this \_\_\_\_ day of September, 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. 18-083** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of September, 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)

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September 17, 2018

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

HUXLEY, IOWA  
VILLAS AT DEERWOOD  
FINAL PLAT

We have reviewed the final plat for Villas at Deerwood and find it acceptable.

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

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read 'Forrest S. Aldrich'.

Forrest S. Aldrich

FSA:dml  
45229-030

cc: Jeff Peterson, City of Huxley (e-mail)  
Mark Lee, Lee Chamberlin Consultant Engineers (e-mail)  
Kyle Kading, Kading Properties (e-mail)



September 20, 2018

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

HUXLEY, IOWA  
VILLAS AT DEERWOOD  
PUBLIC IMPROVEMENTS

We have reviewed the constructed improvements for the Villas at Deerwood and find them acceptable with the following items yet to be completed.

1. Clean out the intake located at the southeast return of Deerwood and E. 1<sup>st</sup> of debris and rock.
2. Install tracer wire boxes at hydrants and valve boxes. Coordinate locations with Keith Vitzthum, City of Huxley.
3. Install tracer wire boxes at storm and sanitary sewer intakes and manholes. Coordinate locations with Keith Vitzthum, City of Huxley.
4. Check continuity of tracer wire systems after tracer wire boxes are installed. Coordinate system checks with Keith Vitzthum, City of Huxley.
5. Clean out intakes located on west and east side of Deerwood at the south end of the project at Sta. 101 + 20.
6. Check that all water main valve operators are straight and operable. Coordinate check of valves with Keith Vitzthum, City of Huxley.
7. Fill and grade behind the curb on the west side of Deerwood at approximately Sta. 104 + 00.

8. Clean and sweep Deerwood pavement of debris and silt.
9. Regrade and seed along sanitary sewer and water main route to the west of Deerwood along the north side of the mobile home park.
10. Grade, level and seed around water valve boxes in the back yard of the residence west of Deerwood and north of the mobile home park. Adjust valve boxes as needed.
11. Install external chimney side on the sanitary sewer manhole on the east side of Deerwood at Sta. 110+00.
12. Install erosion control socks or silt fence around perimeter of turnaround until vegetation is established.
13. Inspect sanitary sewer manholes within the development after the area has been graded. Coordinate with Jeff Peterson, City of Huxley.
14. Install sidewalks and trail along Deerwood and E. 1<sup>st</sup>.
15. Reseal pavement joints that have had the sealant pulled out of the joint.

Little Kading Construction, Inc. has provided a performance bond to cover the completion of the above items. Enclosed are two original signed performance bonds for the City's records. Providing a performance bond in lieu of having all the work completed prior to City acceptance is allowed by City Ordinance 166.29.

We recommend acceptance of the public improvements by the City of Huxley with the understanding the performance bond covers the above listed items and the items listed in Attachment A as a part of the enclosed performance bond.



John Haldeman  
September 20, 2018  
Page 3

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

VEENSTRA & KIMM, INC.

A handwritten signature in dark ink, appearing to read "Forrest S. Aldrich". The signature is fluid and cursive, with the first name "Forrest" being more prominent than the last name "Aldrich".

Forrest S. Aldrich

FSA:dml  
45243  
Enclosure

cc: Jeff Peterson, City of Huxley w/enclosure (e-mail)  
Keith Vitzthum, City of Huxley w/enclosure (e-mail)  
Mark Lee, Lee Chamberlin Consultant Engineers w/enclosure (e-mail)  
Kyle Kading, Kading Properties w/enclosure (e-mail)

PERFORMANCE BOND

Bond No. IAC588140

Know all men by these presents:

THAT we, Little Kading Construction, Inc.  
as Principal, and Merchants Bonding Company (Mutual) Of West Des Moines, IA

(hereinafter called the Surety) are held and firmly bound unto the City of Huxley, IA,

as Oblige, in the penal sum of One Hundred Forty One Thousand Six Hundred Ten & 35/100  
(\$141,610.35) lawful money of the United States to the payment of which sum well and truly to be  
made, the Principal herein firmly binds himself (themselves), their heirs, executors, and  
administrators, and the said Surety binds itself, its successors, assigns, executors and administrators,  
jointly and severally, firmly by these presents.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, THAT, whereas the above  
bounden Principal is platting certain lots entitled Villas at Deerwood

being an official plat lying within the City of Huxley

County of Story, State of Iowa.

WHEREAS, the above bounden Principal has agreed with the Oblige to install the following  
improvements:

**Public Improvements as per Attachment "A" in connection with the Villas at Deerwood**

NOW, if the Principal shall in all respects fulfill his said obligation according to the terms thereof,  
and shall satisfy all claims and demands incurred for same, and shall fully indemnify and save  
harmless the Oblige from all costs and damages which it may suffer by reason of failure to do so  
and shall fully reimburse and repay the Oblige all outlays and expenses which it may incur in  
making good any such default, then this obligation is to be void and of no effect; otherwise to  
remain in full force and effect.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 18th  
day of September, 2018.

Little Kading Construction, Inc.

By: 

Merchants Bonding Company (Mutual)

By: 

**Dione R. Young, Attorney-in-fact**

**ATTACHMENT "A"**

### Performance Bond

[illegible]

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

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Anne Crowner; Brian M Deimerly; Cameron M Burt; Cindy Bennett; Craig E Hansen; Dana Wiebers; Dione R Young; Jay D Freiermuth; Jody Decker; Kami Brower; Kathleen Brewer; Kevin J Knutson; Michelle R Gruis; Seth D Rooker; Shirley S Bartenhagen; Stacy Venn; Tim McCulloh; Wendy A Casey

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

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

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

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

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

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

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 23rd day of April, 2018



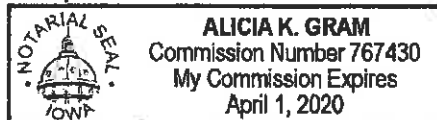
MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.

By

*Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this this 23rd day of April 2018, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



*Alicia K. Gram*

Notary Public

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

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

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 18th day of September, 2018.



*William Warner Jr.*  
Secretary

# PUBLIC SAFETY

**RESOLUTION NO. 18-084**

**RESOLUTION SETTING SALARIES AND AMENDING THE SALARY RESOLUTION  
FOR FISCAL YEAR 2019 FOR APPOINTED OFFICERS  
AND EMPLOYEES OF THE CITY OF HUXLEY, IOWA.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUXLEY:**

**SECTION 1.** The following person(s) approved to be hired to the positions named and shall be paid the hourly wage as indicated less legally required or authorized deductions from the amounts set out below on a bi-weekly basis and also make such contributions to Social Security, Medicare, I.P.E.R.S or other purposes as required by law or authorization of the City Council, all subject to audit and review by the City Council. The person listed below will be considered regular full-time employees. The person listed below shall receive all benefits as stated in the City of Huxley Personnel Policies before and after probationary period.

<b>POSITION</b>	<b>EMPLOYEE NAME</b>	<b>PROBATIONARY HOURLY RATE</b>	<b>ANNUAL HOURLY RATE</b>
<b>2-Full-Time Police Sergeants</b>			<b>\$25.90/hrly</b>

**SECTION 2.** This resolution declares null and void any sections of previously approved salary resolutions in conflict with sections of this resolution.

<b>Roll Call</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
David Jensen	_____	_____	_____
David Kuhn	_____	_____	_____
Greg Mulder	_____	_____	_____
Rick Peterson	_____	_____	_____
Tracey Roberts	_____	_____	_____

**PASSED, ADOPTED AND APPROVED** this 26th day of September, 2018

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-084** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this    th day of September, 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

ATTEST:

\_\_\_\_\_  
Jolene Lettow, City Clerk

FINANCE



**RESOLUTION NO. 18-085**

**RESOLUTION APPROVING FISCAL YEAR 2018 ANNUAL STREET FINANCE REPORT**

**WHEREAS**, the City of Huxley is required to submit an annual financial report of street spending to the Iowa Department of Transportation; and

**WHEREAS**, said report has been completed and attached hereto as required and shows all street related expenditures for Fiscal Year 2018 which ended June 30, 2018.

**BE IT RESOLVED, THEREFORE**, by the City Council of Huxley, Iowa, that the attached Annual Street Finance Report for Fiscal Year 2018 which ended June 30, 2018, is hereby approved and ready to be submitted to the Iowa Department of Transportation.

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

***PASSED, ADOPTED AND APPROVED*** this   25  th day of September, 2018

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-085** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this   25  th day of September, 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

ATTEST:

\_\_\_\_\_  
Jolene Lettow, City Clerk



Form 517007 (5-2018)  
Office of Local Systems  
Ames, IA 50010

City Name
HUXLEY

## City Street Financial Report

9/18/2018 4:24 PM
Fiscal Year
2018
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### Cover Sheet

Now therefore let it be resolved that the city council HUXLEY, Iowa  
(City Name)

On 09/25/2018 did hereby approve and adopt the annual  
(month/day/year)

City Street Financial Report from July 1, 2017 to June 30, 2018  
(Year) (Year)

#### Contact Information

Name	E-mail Address	Street Address	city	ZIP Code
Jolene Lettow	jlettow@huxleyiowa.org	515 North Main Ave.	Huxley	50124-0000
Hours	Phone	Extension	Phone(Alternative)	
8:00 am - 5:00PM	515-597-2561		515-597-2571	

#### Preparer Information

Name	E-mail Address	Phone	Extension
Jolene R. Lettow	jlettow@huxleyiowa.org	515-597-2561	

#### Mayor Information

Name	E-mail Address	Street Address	city	ZIP Code
Craig D. Henry	henry@huxcomm.net	515 North Main Ave.	Huxley	50124-0000
Phone	Extension			
515-597-2561				

Resolution Number 18-

Craig D. Henry

Signature Mayor

Jolene R. Lettow

Signature City Clerk



Form 517007 {5-2018}  
Office of Local Systems  
Ames, IA 50010

City Name
HUXLEY

## City Street Financial Report

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### Summary Statement Sheet

Column 1  
Road use  
Tax Fund

Column 2  
Other Street  
Monies

Column 3  
Street Debt

Column 4  
Totals

Round Figures to Nearest Dollars

A. BEGINNING BALANCE				
1 July 1 Balance	\$678,760	\$5,929	\$3,906,960	\$4,591,649
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3 Adjusted Balance	\$678,760	\$5,929	\$3,906,960	\$4,591,649
B. REVENUES				
1 Road Use Tax	\$423,217			\$423,217
2 Property Taxes		\$0	\$0	\$0
3. Special Assessments		\$0	\$0	\$0
4 Miscellaneous		\$12,311	\$0	\$12,311
5 Proceeds from Bonds, Notes, and Loans		\$0	\$0	\$0
6 Interest Earned		\$0	\$0	\$0
7. Total Revenues (Lines B1 thru B6)	\$423,217	\$12,311	\$0	\$435,528
C. Total Funds Available (Line A3 + Line B7)				
	\$1,101,977	\$18,240	\$3,906,960	\$5,027,177

Column 1  
Road use  
Tax Fund

Column 2  
Other Street  
Monies

Column 3  
Street Debt

Column 4  
Totals

Round Figures to Nearest Dollars

EXPENSES				
D. Maintenance				
1 RoadWay Maintenance	\$170,926	\$5,929	\$0	\$176,855
2 Snow and Ice Removal	\$5,724	\$0	\$0	\$5,724
E. Construction, Reconstruction and Improvements				
1. Engineering	\$7,459	\$0	\$0	\$7,459
2 Right of Way Purchased	\$0	\$0	\$0	\$0
3 Street/Bridge Construction	\$73,963	\$0	\$0	\$73,963
4 Traffic Services	\$4,153	\$0	\$0	\$4,153
F. Administration	\$294,185	\$0	\$0	\$294,185
G. Equipment	\$20,606	\$0	\$0	\$20,606
H. Miscellaneous				
		\$0	\$0	\$0
J. Street Debt				
1 Bonds, Notes and Loans - Principal Paid	\$0	\$0	\$0	\$0
2 Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$80,443	\$80,443
TOTALS				
K. Total Expenses (Lines D thru J)	\$577,018	\$5,929	\$80,443	\$663,388
L. Ending Balance (Line C-K)	\$524,961	\$12,311	\$3,826,517	\$4,363,789
M. Total Funds Accounted For (K + L = C)	\$1,101,977	\$18,240	\$3,906,960	\$5,027,177



Form 517007 (5-2018)  
Office of Local Systems  
Ames, IA 50010

City Name
HUXLEY

## City Street Financial Report

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### Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
190—Other Miscellaneous	\$12,311.00	\$0.00
Line B4 Totals	\$12,311.00	\$0.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
Line H Totals		



Form 517007 (5-2018)  
Office of Local Systems  
Ames, IA 50010

<b>City Name</b>
<b>HUXLEY</b>

## City Street Financial Report

<b>9/18/2018 4:24 PM</b>
<b>Fiscal Year</b>
<b>2018</b>
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## Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	102	04/27/2016	\$3,315,000	100	2026	\$3,315,000	\$0	\$80,443	\$0	\$80,443	\$3,315,000
		New Bond Totals			\$0	\$0	Totals	\$3,315,000	\$0	\$80,443	\$0	\$80,443	\$3,315,000



Form 517007 {5-2018}  
Office of Local Systems  
Ames, IA 50010

<b>City Name</b>
<b>HUXLEY</b>

## City Street Financial Report

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<b>Fiscal Year</b>
<b>2018</b>
<b>5 of 8</b>

### Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year ☐

### Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
17-058	\$70,000	SURF	Yes	Seal Coating
16-	\$110,000	MISC	Yes	Main Avenue Stormwater Project

### Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/ Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
17-058	LL Pelling	\$66,524	\$0	\$0	\$0	\$0	\$0	\$66,524
16-	MPS, Inc.	\$110,000	\$0	\$0	\$0	\$0	\$0	\$110,000



Form 517007 (5-2018)  
Office of Local Systems  
Ames, IA 50010

<b>City Name</b>
<b>HUXLEY</b>

## City Street Financial Report

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<b>2018</b>
<b>6 of 8</b>

### Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
	2008	Chevy 1500	\$22,000	\$0		\$0		No	NOCH
	1999	Int. Dump Truck	\$0	\$0		\$0		No	NOCH
	2004	Cat Skid Steer	\$25,000	\$0		\$0		No	NOCH
	2003	Chevy 2500	\$20,767	\$0		\$0		No	NOCH
	1993	Ford F-250	\$17,679	\$0		\$0		No	NOCH
	2001	420D Backhoe	\$62,330	\$0		\$0		No	NOCH
	1990	I.H. Dump Truck	\$0	\$0		\$0		No	NOCH
	1993	Street Saw	\$1,289	\$0		\$0		No	NOCH
	1982	I.H. 584 Tractor	\$11,990	\$0		\$0		No	NOCH
	2006	Tymco Model 600 BAH Street Sweeper	\$138,900	\$0		\$0		No	NOCH
	2006	Snow Plow and Equipment	\$80,159	\$0		\$0		No	NOCH
	2006	Chipper	\$24,400	\$0		\$0		No	NOCH
	2010	Takeuchi TB016 Compact Excavator	\$22,945	\$0		\$0		No	NOCH
	2010	VibraStrike II Concrete Leveler	\$1,650	\$0		\$0		No	NOCH
	2010	Dewalt Sawzall Concrete Cutter	\$199	\$0		\$0		No	NOCH
	2015	Chevy 3/4 Ton Truck	\$28,635	\$0		\$0		No	NOCH
	2015	521F ZBAR T4 Loader	\$111,162	\$0		\$0		No	NOCH
	1998	Dimline 105 Gallon Tar Kettle	\$12,995	\$0		\$0		No	NEW

<b>City Name</b>
<b>HUXLEY</b>

## City Street Financial Report

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## Explanation Sheet

Comments



<b>City Name</b>
<b>HUXLEY</b>

## City Street Financial Report

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<b>Fiscal Year</b>
<b>2018</b>
<b>8 of 8</b>

### Monthly Payment Sheet

Month	Road Use tax Payments
July	\$42,974.32
August	\$44,413.98
September	\$43,367.10
October	\$28,511.80
November	\$38,312.84
December	\$33,222.33
January	\$27,671.48
February	\$46,632.01
March	\$29,540.41
April	\$16,131.70
May	\$39,842.10
June	\$32,596.46
<b>Totals</b>	<b>\$423,216.53</b>

# LEISURE ACTIVITIES

**RESOLUTION NO. 18-086**

**RESOLUTION SETTING SALARIES AND AMENDING THE SALARY RESOLUTION  
FOR FISCAL YEAR 2019 FOR APPOINTED OFFICERS  
AND EMPLOYEES OF THE CITY OF HUXLEY, IOWA.**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUXLEY:**

**SECTION 1.** The following person(s) approved to be hired to the positions named and shall be paid the hourly wage as indicated less legally required or authorized deductions from the amounts set out below on a bi-weekly basis and also make such contributions to Social Security, Medicare, I.P.E.R.S or other purposes as required by law or authorization of the City Council, all subject to audit and review by the City Council. The person listed below will be considered regular full-time employees. The person listed below shall receive all benefits as stated in the City of Huxley Personnel Policies before and after probationary period.

<b>POSITION</b>	<b>EMPLOYEE NAME</b>	<b>STARTING HOURLY RATE</b>	
<b>Recreation Coordinator</b>	<b>Kerrie Mulder</b>	<b>\$16.00</b>	<b>FULL-TIME</b>

**SECTION 2.** This resolution declares null and void any sections of previously approved salary resolutions in conflict with sections of this resolution.

<b>Roll Call</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
David Jensen	_____	_____	_____
David Kuhn	_____	_____	_____
Greg Mulder	_____	_____	_____
Rick Peterson	_____	_____	_____
Tracey Roberts	_____	_____	_____

**PASSED, ADOPTED AND APPROVED** this   26  th day of September, 2018

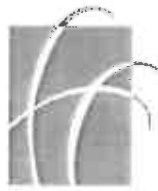
**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-086** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this   th day of September, 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

ATTEST:

\_\_\_\_\_  
Jolene Lettow, City Clerk



# HUXLEY

PARKS & RECREATION DEPARTMENT

## MEMORANDUM

To: Honorable Mayor Craig Henry & City Council  
From: Heather Denger  
Date: 9/21/18  
Re: Hiring Kerrie Mulder as Recreation Coordinator

---

I am requesting the approval of hiring Kerrie Mulder as Recreation Coordinator for Huxley Parks and Recreation. This is a full-time position with a starting wage of \$16.00/hour with a future increase being possible on the completion of the wage study.

The Recreation Coordinator position was posted for 10 days in September. Eight applications were received—three of which were interviewed. Based on the interviews I have offered the position to Kerrie Mulder subject to approval of City Council. I think Kerrie will be a great fit and a valuable addition to the Parks and Recreation Department.

Heather Denger  
Parks & Recreation Director

City of Huxley  
Application for Employment



(PLEASE PRINT)

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job related medical condition or handicap.

Date of Application: 8-10-18

Position(s) Applying For: ~~Youth Soccer Referee~~ Recreation Coordinator

Referral Source: ☐ Advertisement ☐ Friend ☒ Relative ☐ Employment Agency ☐ Other

Name Mulder Kerric Ann  
Last First Middle

Address 1108 Northwood Circle Huxley Iowa 50124  
Number Street City State Zip Code

Phone Number (515) 450-4126 Cell Phone Number (515) 450-4126  
area code

E-mail Address Mulder4cy@gmail.com

Have you filed an application here before? ☐ Yes ☒ No Date \_\_\_\_\_

Have you ever been employed here before? ☐ Yes ☒ No Date \_\_\_\_\_

Are you currently employed? ☒ Yes ☐ No

Are you a citizen of the United States? ☒ Yes ☐ No If not, do you possess an Alien Registration Card? ☐ Yes ☐ No

If not, do you possess an Alien Registration Card? ☐ Yes ☐ No If yes, give Registration Number \_\_\_\_\_

Are you available to work? ☒ Full Time ☒ Part Time ☐ Temporary ☒ Regular

Are you on lay-off and subject to recall? ☐ Yes ☒ No

Can you travel if a job requires it? ☒ Yes ☐ No

Do any of your friends or relatives, other than your spouse, work for the City of Huxley? ☒ Yes ☐ No

If yes, list names(s) Greg Mulder

Have you been convicted of a misdemeanor or felony within the last 7 years? ☐ Yes ☒ No

If yes, please explain \_\_\_\_\_

Have you been convicted of a moving traffic violation in the last 3 years? ☐ Yes ☒ No

If yes, please explain \_\_\_\_\_

# ADMINISTRATIVE BUSINESS

**RESOLUTION NO. 18-087**

**RESOLUTION SETTING ANNUAL TRICK OR TREAT DATE AND TIME**

**WHEREAS**, the City of Huxley has determined it is in the best interest of its citizens to have a date and time set for the annual Trick or Treat event.

**WHEREAS**, the annual date and time shall begin with the year 2018 and shall be on the same date and time in each year hereafter unless changed by Resolution of the City Council.

**BE IT RESOLVED, THEREFORE**, by the City Council of the City of Huxley, Iowa, that the annual Trick or Treat event shall be held on October 31st from 6 to 8 p.m.

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

**PASSED, ADOPTED AND APPROVED** this \_\_\_\_ of September, 2018.

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-087** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25<sup>th</sup> day of September 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

Attest:

\_\_\_\_\_  
Jolene Lettow, City Clerk



**RESOLUTION NO. 18- 088**

**RESOLUTION SUPPORTING THE BCPAA GRANT APPLICATION**

**WHEREAS**, the City of Huxley supports the BCPAA (Ballard Community Performing Arts Association).application for a Community Grant; and

**WHEREAS**, if the BCPAA is awarded this grant the City will knowingly and be supportive of the role of Fiscal Sponsor for this grant.

**BE IT RESOLVED, THEREFORE**, by the City Council will take on the role of Fiscal Sponsor if the BCPAA is awarded this Community Grant.

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

**PASSED, ADOPTED AND APPROVED** this \_\_\_\_ of September, 2018.

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 18-088** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25<sup>th</sup> day of September 2018.

\_\_\_\_\_  
Craig D. Henry, Mayor

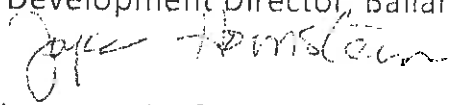
Attest:

\_\_\_\_\_  
Jolene Lettow, City Clerk

September 17, 2018

To: Huxley City Council, Mayor Craig Henry, and Administrator John Haldeman ✓

From: Joyce Hornstein, Development Director, Ballard Community Performing Arts Association



Re: Request the city to become the fiscal sponsor for our application of funding from Story County Community Foundation to our Association

The Ballard Community Performing Arts Association (BCPAA) is applying for a grant to the Story County Community Foundation to help us continue our tradition of performing band and chorus music in our local communities. The BCPAA has applied for our non-profit status, but at this time our Federal tax i.d. is pending. We are asking the City of Huxley to become our 'fiscal sponsor' for this application. If we are awarded the grant, the City would oversee our use of the funds. We would continue to do all of the work necessary to operate our organization. We have a full 10-person Board that includes 6 Executive Board officers and 4 committee chairs. We would prepare all required reports and turn them into the Foundation in a timely manner.

The BCPAA is applying for a grant totaling about \$2,750 and it is due by September 30, 2018. This amount will help us to fund costs associated with our band and chorus purchase of music, and polo shirts to wear at our performances. Our upcoming concerts include the 2018 holiday season and the 2019 summer concert season.

If the City agrees to become our fiscal sponsor, there is a form in the grant application that needs to be filled out. The city will need to have a Resolution passed by the City Council at the upcoming meeting.

Thanks for your consideration of this request. Please contact me if you need more information or have questions. My email is: [joyceh@huxcomm.net](mailto:joyceh@huxcomm.net) and phone is 515-669-8101 (cell) or 515-597-2346 (home).