

# CITY OF HUXLEY

TUESDAY— SEPTEMBER 24, 2019, CITY COUNCIL CHAMBERS  
AGENDA  
CITY COUNCIL MEETING – 6:00 PM

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF HUXLEY, IOWA, WILL MEET IN THE CITY COUNCIL CHAMBERS **515 N. MAIN AVE.**, HUXLEY, IOWA, FOR THEIR REGULAR COUNCIL MEETING AT 6:00 PM ON TUESDAY THE 24<sup>TH</sup> DAY OF SEPTEMBER, 2019 TO DISCUSS THE MATTERS ENUMERATED IN THE AGENDA LISTED BELOW.

## 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) PROCLAMATION(S): **MANUFACTURING DAY**  
**19<sup>th</sup> AMENDMENT**
- 3.00) PUBLIC HEARING(S):
  - 3.01) PUBLIC HEARING ON PROPOSED DESIGNATION OF THE 2019 WESTVIEW HEIGHTS URBAN RENEWAL AREA
    - 1.) Mayor Opens Hearing
    - 2.) Discussion
    - 3.) Motion to Close Hearing
  - 3.02) PUBLIC HEARING ON THE PROPOSED PLANS AND SPECS AND FORM OF CONTRACT AND ESTIMATE OF COST FOR WATER MAIN AND STREET IMPROVEMENTS PROJECT, HUXLEY IOWA 2019.
    - 1.) Mayor Opens Hearing
    - 2.) Discussion
    - 3.) Motion to Close Hearing
- 4.00) PRESENTATION(S): NONE
- 5.00) CONSENT AGENDA: **ROLL CALL**

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 10, 2019 -- Regular Council Meeting  
SEPTEMBER 16, 2019 -- Special Council Meeting  
SEPTEMBER 19, 2019 -- Special Council Meeting
- 5.02) TO APPROVE FINANCIAL REPORTS AND PAYMENT OF BILLS.
- 5.03) TO APPROVE BEER, WINE AND LIQUOR LICENSES, CIGARETTE PERMIT RENEWALS.
- 5.04) DISCUSSION AND POSSIBLE ACTION ON **RESOLUTION NO. 19-135** TO SET A PUBLIC HEARING ON THE AUTOMED DEVELOPMENT AGREEMENT FOR OCTOBER 22, 2019.

## **AGENDA ITEMS:**

### **6.00) COMMUNITY BETTERMENT:**

- 6.01) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-136 TO DECLARE NECESSITY AND ESTABLISH AN URBAN RENEWAL AREA, PURSUANT TO SECTION 403.4 OF THE CODE OF IOWA AND APPROVE URBAN RENEWAL PLAN AMENDMENT FOR THE HUXLEY URBAN RENEWAL AREA”
- 6.02) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-137 TO DECLARE NECESSITY AND ESTABLISH AN URBAN RENEWAL AREA, PURSUANT TO SECTION 403.4 OF THE CODE OF IOWA AND APPROVE URBAN RENEWAL PLAN AND PROJECT FOR THE 2019 WESTVIEW HEIGHTS URBAN RENEWAL AREA.
- 6.03) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-138 TO SET A DATE FOR A MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH WESTVIEW HEIGHTS PHASE II LLC, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS.
- 6.04) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-139 TO APPROVE THE NORD KALSEM SIDING PROJECT.
- 6.05) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-140 TO APPROVE THE PROPOSED PLANS AND SPECS AND FORM OF CONTRACT AND ESTIMATE OF COST FOR WATER MAIN AND STREET IMPROVEMENTS PROJECT, HUXLEY IOWA 2019.
- 6.06) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-141 TO APPROVE THE EASEMENT FROM CMC.
- 6.07) DISCUSSION AND POSSIBLE ACTION ON TABLED FIRST READING OF ORDINANCE NO. 505 REGARDING ZONING CHANGE AT 602 NORTH MAIN AVENUE.

### **7.00) PUBLIC SAFETY:**

- 7.01) DISCUSSION AND POSSIBLE ACTION ON FIRST READING OF ORDINANCE NO. 504 TO SET DATES AND TIMES TO EXPLODE FIREWORKS.
- 7.02) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-142 TO APPROVE THE HOURLY OFF-DUTY WAGE FOR POLICE OFFICERS FOR SPECIAL EVENTS AT ISU.

### **8.00) FINANCE:**

- 8.01) DISCUSSION AND POSSIBLE ACTION ON 1<sup>ST</sup> READING OF ORDINANCE # 506 PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE SEPTEMBER, 2019 ADDITION TO THE HUXLEY URBAN RENEWAL AREA, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA. **POSSIBLE WAIVING OF THE SECOND AND THIRD READING.**
- 8.02) DISCUSSION AND POSSIBLE ACTION ON 1<sup>ST</sup> READING OF ORDINANCE # 507 PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE 2019 WESTVIEW HEIGHTS HUXLEY URBAN RENEWAL AREA, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA. **POSSIBLE WAIVING OF THE SECOND AND THIRD READING.**
- 8.03) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-143 APPROVING BOND PURCHASE AGREEMENT FOR THE SALE OF BONDS THEREUNDER (LOCKS IN THE INTEREST RATE AND TERMS ON THE PROPOSED 2019A BONDS) AND AUTHORIZING CALL OF BONDS
- 8.04) DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 19-144 TO APPROVE THE STREET FINANCIAL REPORT.

- 9.00) LEISURE ACTIVITIES: NONE  
10.00) ADMINISTRATIVE BUSINESS: NONE

*COMMENTS FROM STAFF, COUNCIL AND MAYOR.*

ADJOURNMENT

POSSIBLE 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.

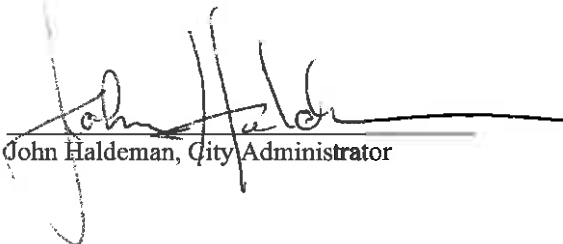
*DISCUSSION TOPICS;*

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

BALLARD SCHOOLS  
SOUND SYSTEM

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

# DEPARTMENT REPORTS

**2019 CONSTRUCTION PERMITS AND VALUATIONS**

<b>Permit #:</b>	<b>Date :</b>	<b>Permit Holder:</b>	<b>Site Location:</b>	<b>Valuation:</b>	<b>Description:</b>	<b>CO:</b>
19-02	01/23/2019	Happe Homes	301 Centennial Dr	\$321,192.00	New Construction	07/16/2019
19-05	01/28/2019	Homes by Advantage	1008 Ballard Dr	\$261,074.00	New Construction	
19-06	01/28/2019	Homes by Advantage	924 Ballard Dr	\$261,046.00	New Construction	
19-07	02/06/2019	Homes by Advantage	606 Prairie View Dr	\$234,592.00	New Construction	
19-08	02/06/2019	Homes by Advantage	608 Prairie View Dr	\$223,647.00	New Construction	
19-09	02/06/2019	Homes by Advantage	614 Prairie View Dr	\$200,897.00	New Construction	06/13/2019
19-13	03/19/2019	Redwood Builders	615 Prairie View Dr	\$236,625.00	New Construction	06/20/2019
19-14	03/19/2019	Redwood Builders	613 Prairie View Dr	\$227,006.00	New Construction	08/05/2019
19-15	03/19/2019	Redwood Builders	604 Prairie View Dr	\$233,540.00	New Construction	
19-17	04/03/2019	Sage Homes Inc	603 Prairie View Dr	\$213,325.00	New Construction	07/23/2019
19-18	04/03/2019	Sage Homes Inc	605 Prairie View Dr	\$202,211.00	New Construction	09/03/2019
19-22	04/17/2019	Mr. Storage	525 South Main	\$320,307.00	Commercial Constructio	09/03/2019
19-21	04/30/2019	Genesis Homes	612 Prairie View Dr	\$271,872.00	New Construction	08/01/2019
19-23	05/02/2019	Chad Anthony	106 Iron Drive	\$443,079.00	New Construction	
19-24	05/07/2019	Ballard Community Scho	509 N main Ave	\$13,417,180.00	NT School rennovation and additions	
19-25	05/15/2019	Redwood Builders	618 Prairie View Dr	\$236,809.00	New Construction	08/14/2019
19-27	05/30/2019	Bella Homes	494 Bella Vista Ct	\$274,897.00	New Construction--Duplex	
19-28	05/30/2019	Bella Homes	496 Bella Vista Ct	\$283,121.00	New Construction--Duplex	
19-29	05/30/2019	Bella Homes	112 Iron Drive	\$732,594.00	New Construction	
19-30	05/30/2019	Homes by Advantage	706 Prairie View Dr	\$206,260.00	New Construction	
19-31	05/30/2019	Sage Homes Inc	704 Prairie View Dr	\$199,190.00	New Construction	
19-35	06/20/2019	Redwood Builders	620 Prairie View Dr	\$232,450.00	New Construction	
19-36	06/20/2019	Bella Homes	114 Iron Drive	\$464,269.00	New Construction	
19-37	06/27/2019	Redwood Builders	602 Prairie View Dr	\$241,795.00	New Construction	
19-38	06/27/2019	Bella Homes	116 Iron Drive	\$500,136.00	New Construction	
19-40	07/09/2019	Bella Homes	479 Bella Vista Ct	\$318,950.00	New Construction	
19-43	08/01/2019	Ethan Hokel	110 Iron Drive	\$370,853.00	New Construction	
19-46	08/01/2019	Kum & Go	1706 Highway 210	\$1,480,000.00	Commercial Construction--Convenience Sto	
19-47	08/08/2019	Bella Commercial	105 Snyder Dr	\$787,968.00	Warehouse/office building	
19-53	08/21/2019	Homes by Advantage	908 Ballard Dr	\$310,415.00	New Construction	
19-54	08/28/2019	Bella Homes	508 East First St	\$200,000.00	New Construction	
19-55	09/05/2019	Sage Homes Inc	703 Prairie View Dr	\$297,325.00	New Construction	
19-56	09/05/2019	PREI LLC	503 East First St	\$984,169.00	8 Plex	
19-57	09/05/2019	PREI LLC	505 East First St	\$984,169.00	8 Plex	
19-58	09/05/2019	Bella Homes	483 Bella Vista Ct	\$309,173.00	New Construction	
19-59	09/05/2019	Bella Homes	109 Iron dr	\$367,556.00	New Construction	
19-61	09/16/2019	Sage Homes Inc	610 Prairie View Dr	\$197,508.00	New Construction	

Residential	\$11,041,745.00
Commercial	\$2,588,275.00

Total Valuation	\$13,630,020.00
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**City of Huxley Iowa**  
**Monthly Report**  
**City Engineer**



September 19, 2019

Monthly Report

Forrest S. Aldrich, P.E., Veenstra & Kimm, Inc.

City Engineer

- Negotiated easements to extend sewer and water to the proposed Kum & Go site.
- Received bids for the sewer and water project to the proposed Kum & Go site.
- Reviewed paperwork for materials proposed to be used for the Westview Heights Plat 2 subdivision.
- Reviewed the construction plans for Westview Heights Plat 2.
- Performed on-site resident review of the Westview Heights Plat 2 subdivision.
- Evaluated the future service area for the Westview Heights sanitary sewer lift station.
- Reviewed the construction plans for the Meadow Lane Subdivision.
- Worked on the design for 560<sup>th</sup>.
- Completed plans and specifications for the North Lift Station flood protection project.
- Reviewed draft FEMA flood maps for the City.
- Completed plans for the Heart of Iowa Trail project.
- Reviewed the completed site plan for Mr. Storage 2 in the industrial park.
- Surveyed the E. First Reconstruction project.

Date prepared: September 19, 2019

TO: IMWCA Members  
FROM: Andrew Justice, Underwriting Analyst  
RE: Fiscal Year 2018-2019 Payroll Audit & *Audited Premium Schedule*  
CC: Local Agent, if applicable

Please find enclosed the 2018-2019 Payroll Audit and *Audited Premium Schedule*, which indicates a premium due or a credit. You have **30 days** from the mailing date in which to review the audit and contact our office at (800) 257-2708 with questions or requests for changes.

- ❖ *If you have premium due, please wait for the invoice that will be issued in October to return with your payment.*
- ❖ *If you have a credit due (the number is in parentheses), we will issue a check in October after the 30-day review period.*

## Huxley (0832)

Final Audit Premium Schedule as of 8/12/2019

Policy Period: 7/1/2018-7/1/2019

### Workers' Compensation Coverage

Class Code	Description	Rate	Payroll	Premium	Modified Premium	Discounted Premium
5506	Street or Road Paving	8.79%	97,737	8,591	7,045	3,928
7520	Waterworks Operations & Driver	4.93%	74,458	3,671	3,010	1,678
7580	Sewage Disposal Plant Operation	2.17%	86,727	1,882	1,543	860
7705V	Ambulance Service Companies, Volunteer EMS providers & drivers.	7.15%	35,831	2,562	2,101	1,172
7711	Volunteer Firefighters & Drivers	47.34%	85,427	40,441	33,162	18,491
7720	Police Officers & Drivers	3.6%	298,392	10,742	8,808	4,911
8810	Clerical Office Employees - NO	0.25%	356,714	892	731	408
9063	Recreational Director	1.29%	114,081	1,472	1,207	673
9102	Parks NOC - All Employees	4.24%	54,789	2,323	1,905	1,062
9220	Cemetery Operations & Drivers	5.39%	55	3	2	1
9402	Street Cleaning & Drivers	5.35%	10,478	561	460	256
9410	Municipal Employees	3.02%	78,163	2,361	1,936	1,080
7720V	Reserve Peace Officers & Drive	3.6%	10,320	372	305	170
8810V	Elected or Appointed Officials	0.25%	6,225	16	13	7
9101	Public Library/Museums - Maint	5.96%	3,720	222	182	101
8871	Clerical Telecommuter Employees	0.1%	1,040	1	1	1
<b>Totals:</b>			<b>1,314,157</b>	<b>76,112</b>	<b>62,411</b>	<b>34,799</b>

#### Your IMWCA Discount for Workers' Compensation Coverage:

Longevity Credit:	\$ 624	1%
Loss Experience Credit:	\$ 10,610	17%
Large Premium Discount:	\$ 8,738	14%
<b>Total Discount:</b>	<b>\$ 19,972</b>	<b>32%</b>

#### Workers' Compensation Premium Calculation

Pure Premium:	\$ 76,112
Experience Modification Factor: X	.82
Modified Premium:	\$ 62,411
IMWCA Discount Amount: -	\$ 19,972
Discounted Premium:	\$ 42,439
Good Experience Bonus: X	.82
Expense Constant: +	\$ 160
Annual Premium:	\$ 34,959
Total Premium:	\$ 34,959

### Other Coverage

#### Non-Statutory Medical Coverage

Policy Period: 7/1/2018-7/1/2019

Rate: \$10/Volunteer, Minimum Premium \$100

Number of Volunteers 0 Rate: 10 Premium: 0

Premium generated by count falls beneath minimum premium standards, therefore a minimum premium of \$100 has been used.

Non-Stat. Vol. Premium: 0

Minimum Premium: 100

**Total Coverage Premium: \$ 35,059**

**Estimated Premium Paid: \$ 22,970**

**Amount Due(credited): \$ 12,089**



## **August/September Report- HR/Administrative Coordinator**

I attended the ribbon cutting ceremony for Kading Properties July 31<sup>st</sup>.

I attended Wellness Committee meetings in West Des Moines the August 1<sup>st</sup> and September 6th. I am on the Iowa Government Healthcare Plan's (IGHCP) Wellness Committee. There were ten people represented from other Cities and Counties in Iowa who belong to the same insurance trust that the City belongs to. We all form the Wellness Committee. We'll meet once a month to brainstorm ideas of how we can help promote wellness within our organizations, which in turn, will hopefully bring our health insurance costs down.

I gathered information for the Workers Compensation audit that was performed on August 5th, and I sat with the auditor during that time to answer any questions he might have. I received the audit a few weeks later, and the premium is \$12089 higher than what was estimated and paid in July 2018. The increase is mainly due to the wage increases with the Wage Study, increase in ambulance pay, and hiring a custodian. I have included the audit in the Council Packet for your review.

The other auditors were here last week. I gathered payroll and accounts payable information for them to be able conduct those portions of the audit.

Administrative staff processed thirty-four passports in August and eight so far in September.

Scheduled drug/alcohol test for public works employee. Random tests are scheduled once a quarter.

Submitted monthly IPERS report.

Processed monthly leave accrual and sick leave conversion.

Processed payroll and paid payroll taxes.

Processed and paid monthly insurance premium payments.

Processed claims and prepared claims list for Council and wrote Department Report.

Ordered office supplies for all departments.

Filed paid bills, time sheets, and other forms.

Retrieved and sorted daily mail.

Prepared and submitted daily deposit.

Accepted payments and entered them in Incode.

Assisted City staff with various needs.

Assisted customers and businesses on the phone, in person, and through email.

Processed ambulance payments and submitted them to PCC.

Nord Kalsem had seven reservations in August and eight reservations in September. The Safe Room didn't have any reservations in August or September, except for Tae Kwon Do on Tuesdays and Thursdays.

# Utilities and Zoning/Deputy City Clerk

## September 2019

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### Zoning Clerk:

- **Planning & Zoning:** Attended P&Z meeting on September 12th. Prepared minutes.
- **Locates:** Print ticket and corresponding satellite map.
- **Permits:** Processed payments, submitted applications to Safe Building, generated building permits, communicated with applicants.
  - Totals so far this month:
    - Building: 6
    - Home Improvement: 5
    - Trade Permits: 11
    - Peddlers Permits: 0
    - Mobile Food Vendor Permit: 0

### Utility Clerk:

- **Water Payments:** Processed a check batch and a cash/credit card batch daily.
- **Daily Batch:** Processed a check batch and a cash/credit card batch every other day or so.
- **Load Handheld:** A process that transfers addresses from Incode to the handheld meter reader.
- **Deer Creek Water Consumption Report:** compared master meter reading to total of individual meter reads.
- **Farmlines Report:** compared master meter reading to total of individual meter reads.
- **Demand Deposit Returns:** Credited residents \$120 deposit to their account after they have made twelve consecutive timely payments.
- **State Sales Tax:** Calculated report, prepared online statement, and posted payment.
- **Utility Report:** Provide consumption, amount billed and number of utility accounts.
- **ACH Set Up:** Generated a file that is sent to the bank to indicate which accounts should be automatically drafted and for how much.
- **Post ACH Draft:** Once notified by the bank that the draft has been released, I posted the drafts to the utility accounts.
- **Assess Penalties:** Assessed a \$10 late fee on each delinquent account.
- **Bills:** Print and mail bills by the 20<sup>th</sup> each month.
- **Utility Reconciliation:** Reconcile utility billing by looking at arrears, current charges, penalties, adjustments, payments and ACH draft.
- **Utility Deposit Returns:** Refunded the difference after the resident's final bill is deducted from their deposit.
- **Waterloss Report:** Compared consumption from the entire city to consumption from the water plant to generate a waterloss percentage.
- **Outstanding Bill Report:** This report lets me know which accounts that are in "final" status have an outstanding amount due. I then sent communications to said individuals in an effort to collect the payment.
- **Disconnect Day:** Run a report on delinquent accounts, provide information to Keith, collect payments and \$50 reconnect fee.
- **Utility Applications/Final Reads:** Collected forms, deposits and driver's licenses. Finalized current occupant and created new occupant in Incode. Created new account on new construction accounts.
- **Credit Cards—**Managed the checkout of city credit cards.

- **Right of Way Applications:** -- After approved by Jeff, I scanned and emailed to Alliant Energy.
- **Safe Room, Nord Kalsem Community Center, Council Chambers:** Made reservations, collected deposits, collected payments and provided key checkout information to the Parks & Rec Department.
- **Daily Duties:**
  - Sign for packages
  - Collect water payments
  - Make copies
  - Assist with utility and permit applications
  - Answer phones
  - Walk in traffic – assist individuals with diverse needs
- **Petty Cash:** Count drawer every Friday.
- **Processed Passports:** including assisting in the completion of application forms, making copies of birth certificates and drivers licenses, taking photo of applicant, assembling application, completing the passport transmittal sheet and mailing the forms.
- **Dog Licenses:** Updated spreadsheet with current info, collected payment and provided resident with tag(s).
- **BSI:** sent letters to residents who are in “non-compliant status” as they have not had their backflow device inspected. The final notice letter gives the resident 15 business days to have their backflow device inspected or water service is disconnected.

**City Clerk/Finance Officer Department Report**  
**September 2019**

The audit has been completed! Fiscal year 2019 can now be closed out. Auditors have stated that the annual report should be available in November.

Street Financial Report has been submitted and will need approval from council this month. Iowa Code 312.14 requires all cities to submit the annual report to the Iowa Department of Transportation by September 30 of each year. This report details how the city utilized Road Use Tax funds throughout the fiscal year.

Each year the State Treasurer requires cities to annually report its outstanding debt. The information provided by the cities is made available to the public on the Treasurer's website. The City of Huxley's outstanding obligation at the end of fiscal year 2019 is \$15,087,000. A copy of the Outstanding Obligations Report has been submitted for council's review.

Meeting was held with Iowa Audio Video to discuss a new conference call phone and video options that the city could review and discuss. A quote will be forthcoming.

All the hardware and software has been installed for the computer off-site backup project. Everything has been tested and is working properly. However, the water and sewer facilities are not online yet as there are a few trees that need to be trimmed so the line of service to those facilities can be reached from the water tower.

A new computer server is being installed at City Hall. This server will improve performance, security and provide off-site backup for all city files. The city's financial software program will also be upgraded once the server has been installed. The installation date for the software upgrade is scheduled for October 3rd.

The election is scheduled for November 5, 2019. This JOINT election will have voters choosing a mayor and two city council seats as well as three school board openings. The election will be held in the Safe Room from 7am to 8pm.

**Website statistics:**

	<u>Visitors</u>	<u>Visits</u>
Last 7 Days (Week)	1,177	2,953
Last 30 Days (Month)	5,546	14,023
Last 365 Days (One Year)	<u>62,484</u>	<u>144,859</u>
Total	133,148	481,466

Performed monthly check reconciliation. Provided financial statements to department heads/city treasurer.

Updated website with pertinent information. WE NEED FACEBOOK!!!

Attended council meetings, prepared minutes; posted in newspaper and website. Followed through with any action necessary for approved resolutions, ordinances, record retention. You can't imagine!!

**Outstanding Obligations  
Disclosure Statement  
Report Year 2019**

**Please refer to the complete instructions enclosed:**

1. Verify the federal ID number, address, phone, contact, etc. at the top of the form. If something is incorrect, draw a line through it and write the correct information above it.

2. Verify the pre-printed information at the bottom of the form. If something is incorrect, draw a line through it and write the correct information on the line below it. If a debt is no longer outstanding, draw a line through the amount and write "0" in the line below it.

3. List any new or previously omitted issues.

4. Refer to the complete instructions for the Purpose and Security Classification letters.

5. Enter the total amount of debt outstanding on

6/30/2019 from this page at the bottom - "Total Outstanding Debt from this page."

[illegible]



# HUXLEY

PARKS & RECREATION DEPARTMENT

## MEMORANDUM

To: Honorable Mayor Craig Henry & City Council  
From: Heather Denger  
Date: 9/16/19  
Re: Parks & Recreation September 2019 Department Report

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### Director's Report

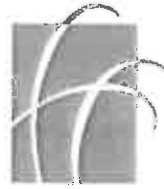
- All Fall Sports have started including Soccer (124), Flag Football (86) and Volleyball (41).
- Ballard Middle School continues to use our gym for Physical Education and Middle School Volleyball.
- We are already advertising for Winter Youth Programming: AAU Volleyball for 4<sup>th</sup>-8<sup>th</sup> grade, Mini-Dribblers/Little Dunkers and CIRL Youth Basketball.
- Family Fall Festival is scheduled for Sunday, October 13<sup>th</sup>. Library will be doing a book walk. Friends of the Library will be giving books away. Park board is looking into having a food truck as well.
- We recently hired Logan Gogerty and Oliva Dee for Part-time staff at the 3 C's.
- Continued work on easements for bike trail.
- On August 15, I went to the Iowa State Fair to help with Iowa Park and Recreation Day activities during the morning.
- Farmer's Market ended on Thursday, August 22<sup>nd</sup>. We had a great response to the food trucks this year as well as having the market up at the city building.
- Parks and Recreation ran the PrairieFest parade again this year as well as took over the 5k/10k events Saturday morning. The alternate parade route started at the High School due to Middle School construction.

### 3C's Update

- Membership Update

	12 Month Memberships	6 Month Memberships	3 Month Memberships	EFT Bank Memberships	Total Active Memberships
2019	320	68	1	66	455
2018	284	55	0	70	409

- Memberships are up 46 from the September 2018 number of 409 members.
- There have been 661 total visits so far for the Citizens Community Center for the month of September. This number represents visits from September 1 through September 15.
- A new Ski-Erg, 35# bar and sound system was added to the Group Exercise Room.



## HUXLEY

PARKS & RECREATION DEPARTMENT

- Fall Group Exercise session started August 26<sup>th</sup>. Classes are very well attended. A new Yoga class is now being offered on Tuesday nights with Erin Luense. She already has 9 participants registered.

### **Recreation Update**

- There were 13 participants at the September 13 Lunch and Learn event which was a presentation from Downsizing Professional. The next Lunch and Learn is October 14<sup>th</sup> with Kim Harms presenting her new book Life Reconstructed.
- Volleyball has 41 participants. There are two 3<sup>rd</sup>/4<sup>th</sup> grade CIRL Volleyball teams and two 5<sup>th</sup>/6<sup>th</sup> grade CIRL Volleyball teams as well. Games started September 10 and the program has been going well.
- Flag Football has 86 participants. There is one 3<sup>rd</sup>/4<sup>th</sup> grade CIRL Flag Football team and one 5<sup>th</sup>/6<sup>th</sup> grade CIRL Flag Football Team. K-2 Flag Football was joined together this year due to low numbers for K. There are 6 teams.
- Youth Soccer has 1284 participants with six 3-4 year old teams, six 5-6 year old teams and three 7-8 year old teams.

### **Parks & Trails Update**

- Rocky did a lot of work on PrairieFest again this year.
- Rocky and Heather went to Grimes and toured their park facilities on Wednesday, September 11<sup>th</sup>. They gathered a lot of great ideas.
- Rocky has been busy mowing this month as well as preparing fields for Soccer and Flag Football.

### **Parks & Recreation Board Update**

- Park Board met September 9<sup>h</sup>. We only had two members present. We discussed future park development as well as developing a trail plan for Huxley.
- The next meeting is scheduled for October 14, 2019 at 6:00pm at the 3 C's.

### **Tree Board Update**

- Tree Board meeting was held on September 18 at 7:00pm at the Citizen's Community Center.
- Tree Board discussed planting in front of Ballard Plaza as well as how to use 2019-2010 budget funds.
- The next tree board meeting is scheduled for October 16 at 6:00pm at the Citizen's Community Center.

## WATER DEPARTMENT

In the month of July the Huxley Water Plant treated 15,001,000 gallons of water. A maximum of 657,000 gallons of water per day, and a minimum of 281,000 gallons per day, and a average daily treated water of 484,000 gallons per day. Water consumption went up another 4,000,000 gallons in July compared to the month before. For the month of August we treated 13,329,000 gallons of water down 1.7 million compared to July. We used 334 pounds of chlorine gas, 304 pounds of Hydrofluosilicic acid, 233 gallons of caustic soda, 170 pounds potassium permanganate for the month of August. I did not have to take the plant off of time of day either month to keep up with demand there was a few days the plant ran right at 17 and 18 hours anything over 18 hours the time of day savings has to be shut off.

The snow guards on the roof at the water plant have been installed and all the leaks have been taken care of at the wastewater plant and water plant.

The exterior of the water tower has been cleaned and treated by National Wash Authority it does look a lot better this should extend the life of the paint job. It only took them a day and a half and no complaints from the public as far as I know.

One of the low service pumps is going to be replaced here at the water plant the contractor has finally received it and will be installing as soon as possible after it is in we will pull the other pump and rebuild it or replace it whichever is more cost effective. They are 17 years old and have never been touched.

I am waiting for one more bid on the Ground Storage tank for refurbishing it, there is one company that thinks we may be able to spot repair the interior instead of a complete sandblast and repaint that would be a lot cheaper and a lot less down time too. I have never had to backwash the iron filters without the ground storage reserve which is what will have to be done if the tank is out of service for more than a day.

James my summer helper has gone back to school he got a lot of painting, cleaning, valve exercising, mapping of curb boxes, and mowing done the past couple months he was a good helper.

Keith Vitzthum  
Water Superintendent



## **Mid-August thru mid-September report**

Influent-9.519 MG

Effluent-9.103 MG

1. Accujet has done most of the yearly contract cleaning. They still have the right of way work to do and Prairie View. These will be done later this fall because of the rains.
2. One of the pumps in the Sand Cherry lift station went down, so I had Quality Flow install a new pump. The old one was in to bad of shape to rebuild. When they installed the new pump at a cost of \$8920. I then had them pull the other pump. We seen it was worn but still working. We then had that pump taken to their shop and rebuilt for a cost of \$3700, which was considerably less than a new pump.
3. Weekly samples are taken from CMC and Innovative Technologies. Both have been complying with their pretreatment agreements.
4. Yellow Blue LED has put in most of our lights. They had to order some different ones to light up the RAS building better.
5. I have been getting bids for the Oak Street lift station generator project. I have sent my recommendation to council for review. We still need an easement so we can put the generator on the West side of the building.
6. I have been getting bids for the roof on the old wastewater plant. I have sent the bids and recommendation to the council.
7. Still working on bids for a camera trailer, old wastewater plant generator, lift station control upgrade, and pickup upgrades.

We have been doing all the maintenance for the year on the oxidation ditches, clarifiers, and blowers. The oil has been changed and new filters installed. We do this to make sure there is not any water to freeze in the winter and we try to minimize problems in the winter.

We have also been preparing to haul sludge. We have been cleaning out digester #1 and hopefully will have all the sludge in one tank for the application. I will be doing inhouse volatile solids testing to make sure we meet the reduction to land apply the sludge.

**Bruce Timmons and AJ Strumpfer**  
Wastewater operator/utilities  
City of Huxley

# Street Dept. Monthly Report 9-19-19.

In the past month, the Streets Department continued working on many improvements to keep up the streets, storm sewers, and equipment.

- We took possession of our new Ring-O-Matic jet vac
- Had to get a reman transmission for the 1990 dump truck- \$3,067.00 from Inland Truck Parts
- Had to rebuild gear box for the disc mower that we use for the ditches \$2,500.00
- Finished up street patching on E 5<sup>th</sup> and Preston Dr. we put down around 62 yards of concrete with the rough cost of \$8,680.00 of just concrete.
- Trimmed all trees that didn't get done by homeowners. We only spent a small amount of time doing so, the homeowners did really well this year on getting them trimmed.
- Completed the sidewalk safety list for the year. There were only seven places that needed attention.
- We put down around 7,800 lbs. of tar crack sealing with tar kettle for the rough cost \$5,850.00.
- Had LED lighting put in the public works buildings.
- Got new gutters on our equipment shed and Jeff's office.
- Started to repair storm intakes throughout town.
- Painted curbs, intakes, cross walks and turning lanes throughout town. 50 gals of yellow and 50 gals of white with the rough cost of
- Helped the parks dept. with mowing and miscellaneous park repairs

We continue to keep up on maintenance on streets, buildings, and equipment.

*Mat Kahler*

*Street Superintendent*

## September 2019 Public Works Report

All of the seasonal staff that we hired this summer have now gone back to school and we have one seasonal that helps us on Fridays only and we hired Mark Baker to help us when he is available to help Rocky mow. We did quite a bit of crack filling this summer and we really hope to have a good handle on the whole City next summer since this tar is holding up much better than the old material and we are getting a much longer service life and is bonding much better.

The new dump truck / snowplow is scheduled to arrive sometime in January or February of next year. The International truck chassis is delayed in delivery due to what they claim is tariff related. We were hoping to have the truck delivered in October of this year so the set back will be something that we have to deal with. The 90-dump truck has had some issues the past year with transmission issues and has only gotten worse and would not stay in gear. We removed the transmission and had Inland Truck tear it apart to have it looked at and found out that the transmission can no longer be repaired. We had to buy another rebuilt transmission in the amount of \$3500.00 so the truck will be available for pushing snow this season.

The new vector unit has arrived and staff has been using it quite regularly on projects that they were wanting to use it on. It is a very useful tool for many projects that the staff can use it for. It is a very good addition to the maintenance fleet.

We continue to work on and get bids for the remaining CIP items that were approved by council. We hope to have some more of the items ready for next council for review and approval.

I have compiled the information for the sidewalks that we have been maintaining and removing snow on. I will pass out the information to council for their review and input. Most of the sidewalks that we are maintaining are on City owned ground and we only have a few that we need council to help determine whether it is the City's responsibility to continue to maintain and remove the snow and ice on.

I have been working with the Kading development team on a list of clean-up items and erosion control issues on their site as well as issues along the new street on Deerwood Drive that I wrote up that has to be completed before we can final out the project.. They have addressed about 90% of the items to date and we still have a few outstanding issues that they will be finishing in the near future. They have been very good to work with and we hope to have all the items wrapped up by the end of October. I am also working with Alliant to get the new street lights installed on Deerwood Drive. Something fell through the cracks and these still need installed. Alliant is looking into the issue and we hope to have these installed soon.

All of the design and paperwork has been updated and is in order for the North Lift Station Mitigation Project. This will be going out for bid this month and we will have the bids back in October for review and approval.

Working with the engineer on any issues with the I-35 / Hwy. 210 water and sanitary extension project when needed. We are still down to two easements that are needed to move forward with the project. Forrest is working with the Wrights lawyer for the easement on their property on the east side of the interstate and I have been working with CMC on the west side of the interstate. I have agreed to

the language with CMC and they said they will sign. We will be updating the easement agreement and get it off to them to sign and hope to have it on hand by sometime next week.

Cockerham Concrete is on site and is starting to install the sidewalk on Timberlane Drive along the east side of Timberlane for the Sports Complex ground. He will also be installing the ADA ramp and pad on the Northeast corner of Timberlane and Centennial for the future connection going North. Once they are finished at this site they will mobilize to the Railway site to install the remaining sidewalk along the Bike trail park and fire station ground which includes the volleyball area and a small piece that needs to be installed along the west side of South Second on the memorial park ground.

Westview Phase one is moving along. All of the water and sanitary for phase 1 has been installed. All of the storm sewer that is directly under the pavement is installed and they still need to install some of storm that is outside of the pavement area. The pavement is on hold due to the condition of the subgrade and not being able to pass the proof roll. They are looking at some fly ash material to help with the problem. Once something has been provided to the City engineer for approval of any product that they will be using we can then proceed forward.

Bella Homes has completed all of the necessary repairs on the Bella Vista Development. We still have the pending issue with the driveway that needs removed and replaced on the 550<sup>th</sup> paving project for Ernie and Gloria Wilkening. I have talked to Steve Dominio on the issue and he has told me that they will have it replaced before the construction season ends. I also have noticed some cracking of some panels at the far North end of 550th just before the iron bridge intersection. I think I will recommend a rout and seal at this point and some deeper cuts in the joints in hopes to stop the crack and monitor the issue during the performance bond to see if anything else will be required. Forrest will take a look at the cracking before the next council meeting and give me his recommendations.

We have contacted all of the property owners on Timberlane that will need to have their lateral lines repaired from the Halbrook project. They are all on board with the repairs and understand that their yards will need to be dug up again to make the repairs. I am hoping that Halbrook will be arriving soon to final this project out.

Still waiting for On-track to schedule a pre-construction meeting on the Main Avenue Underground Restoration Project. I would expect them to call very soon to get this set up so we can get the project up and going and start making the repairs that are needed.

Still waiting from the engineer and developer on scheduling a pre-construction meeting and a final set of signed plans for the Meadow Lane plat 4 development to kick off. Plat 3 has been filling up very fast with only a few lots remaining to be built on.

DMACC's Environmental classes have been out this month to tour both the water and wastewater facilities for the students that enrolled in the program to get a better understanding of the treatment processes and the operation and maintenance in both the water and wastewater plants. We do tours for both DMACC and Iowa State from time to time as well as tours with engineering firms that want to bring out their clients when looking at installing the processes that we have.

I have committed again to help and assist on the LTAP (Iowa Local Technical Assistance Program) Small City Work Zone Sign Package Program committee again this year. The program has acquired Iowa DOT funding again to help smaller cities make their work zones safer for their employees and the

traveling public. This project will provide a basic work zone sign package to as many as 10 cities based on the content and comparison of the application information that is provided by the communities.

We have the final design complete with ISG engineering on the water main and street improvement project for N. 1<sup>st</sup>, Central, Maple and Lynwood. The public hearing will be held on September 24<sup>th</sup> council meeting. In my absence Keith and Mat will be available for any questions that the public or council may have on the project.

All the departmental computers have been transferred to the new VPN system that City hall wanted all the departments to get on to save on phone line and internet costs and to have a better backup of the hard drives. We are still having trouble communicating with the wastewater plant and we will have to remove some trees that may be in the way to get a good signal. City Staff will be removing the trees to see if this will help with the communication problem.

We encountered some bad behavior from a subcontractor that was installing cable for Mediacom this month. We have had some issues with how they were communicating with property owners on the installation on their properties and also some illegal dumping of dirt and debris that they removed while doing the installations and dumping the waste at a detention area that is on city ground. After several communications with the main contractor these issues were resolved and taken care off. But the issue that really broke the camels back is when we had reports on a Sunday morning that they were filling their bore machine off of City hydrants without the City's approval. After the first call City staff went out and told them that they were not allowed to hook onto the City hydrants and that if it happened again that they would be held accountable and that we would have the police department involved and they would be issued a citation. We hoped after talking to them on site and me calling the main contractor on the phone that this would have been the end of it. Unfortunately, about two hours later I received another call from a property owner that reported they were again opening up another hydrant to fill their equipment. At this time both City staff and the police department responded and they have been issued a citation. Brick Gentry has been handling the citation with the main contractor with a municipal infraction. We have had problems with this in the past with other contractors and we hope the word will get out that the City will no longer tolerate this type of behavior and they will be held accountable if caught.

We are very close on the finalization of the easements needed for the Heart of Iowa Trail project and final design and hope to have the final documents delivered to the IDOT within the next week or so for review and approval so we can move forward.

Prairie festival went very well and we had a lot of people thanking us for what city staff does for the event and how much they appreciate helping set it all up. Everything I have heard has been very positive and we are looking forward to next year's event.

Jeff Peterson

# Parks August-September Monthly

9-19-19

The last 2 months the mowing has picked back up with all the rain we have been getting we have been keeping up with it from help of other staff and some part time help when they can come in to help. The shade was put up and used at Prairie fest and everyone liked having it down there now. Fence lines have been sprayed. Soccer and flag football fields have been painted and the games have started. The dirt where the old swings where at N-K the grass has taken off and the fencing around it has been taken down. We have put artificial turf in the batting cage at Centennial park that we got from another city for free. Trees have been mulched.

Rocky Smith

# PROCLAMATIONS

*State of Iowa*  
19<sup>th</sup> Amendment Centennial Commemoration  
- Proclamation -

**Whereas**, in 1848 people gathered together in Seneca Falls, New York and cited the unfairness of depriving women of the right to vote; and

**Whereas**, the fight for women's suffrage, from the first women's rights convention to enfranchisement, lasted more than 72 years, with women from all walks of life, political views, and demographic backgrounds asking for the right to voice their opinions at the polls; and

**Whereas**, Iowa women by the thousands advocated for the right to vote and suffragists nationwide turned to public education and persuasion. They held conferences; campaigned; lobbied; marched; pleaded; petitioned; and suffered public disdain, violent opposition, and prison; and

**Whereas**, suffragists pushed for a single constitutional amendment, granting female suffrage on the federal level, dubbed the Susan B. Anthony Amendment; and

**Whereas**, Carrie Chapman Catt led the national movement, meeting with President Woodrow Wilson to secure his support for suffrage in light of women's contributions during World War I; and

**Whereas**, it took male allies to support women in their endeavor to vote, for it was sons, husbands, and fathers who ultimately heard the calls of women and the House of Representatives took a historic vote on May 21, 1919 followed by the Senate on June 4, 1919, and three-fourths of the states needed to ratify the 19<sup>th</sup> Amendment; and

**Whereas**, Iowa was the 10<sup>th</sup> state to ratify the 19<sup>th</sup> Amendment on July 2, 1919 and Tennessee was the 36<sup>th</sup> state to ratify the 19<sup>th</sup> Amendment, making it the law of the land on August 26, 1920 whereby millions of women were enfranchised; and

**Whereas**, the introduction, passage and ultimate ratification of the 19<sup>th</sup> Amendment were the culmination of decades of work and struggle by advocates for the rights of women across the United States; and



**Whereas**, the ratification of the 19<sup>th</sup> Amendment ensured women could more fully participate in our democracy and fundamentally changed the role of women in the civic life of our Nation; and

**Whereas**, most of the women who began asking for the right to vote never lived to see the enfranchisement of women; and

**Whereas**, the daughters, granddaughters, and great granddaughters of the women who fought so hard to vote have been making their voices heard at the polls for nearly 100 years; and

**Whereas**, women are running for office in unprecedented numbers, many current politicians, both male and female, remember that they follow in the footsteps of these great suffragists; and

**Whereas**, the centennial anniversary of the ratification of the 19<sup>th</sup> Amendment represents a historical milestone to be lauded and celebrated: Now, therefore, be it . . .

*City of Huxley*  
**Resolved**, the {County or Municipality Name}:

- 1) commemorates the 100<sup>th</sup> anniversary of the passage and ratification of the 19<sup>th</sup> Amendment, providing for women's suffrage, to the Constitution of the United States;
- 2) honors the role of the ratification of the 19<sup>th</sup> Amendment in further promoting the core values of our democracy as promised by the Constitution of the United States;
- 3) reaffirms the opportunity for people in the United States to learn about and commemorate the efforts of the women's suffrage movement and the role of women in our democracy; and
- 4) reaffirms the desire of Iowa's citizens to continue strengthening democratic participation and to inspire future generations to cherish and preserve the historic precedent established under the 19<sup>th</sup> Amendment.

*City of Huxley*  
**Therefore**, {County or Municipality Name} celebrates this important milestone by proclaiming the calendar year 2020 to be the: **19<sup>th</sup> Amendment Centennial Commemoration**.

###

# CITY OF HUXLEY, IOWA

## PROCLAMATION

### 2019 MANUFACTURING DAY PROCLAMATION

**WHEREAS**, the City of Huxley, Iowa recognizes the importance of manufacturing to our local, state, and global economy; and

**WHEREAS**, advanced manufacturing is the number one business sector in Iowa, representing more than 17.8% of the state's GDP, as evidenced by the more than 6,000 manufacturers employing over 213,000 Iowans, or 14% of the state's total workforce, and;

**WHEREAS**, the City of Huxley, Iowa manufacturers pay a significant amount of property tax and user fees, provide outstanding employment opportunities with both high wages and great benefits, and generate exceptional annual earnings, allowing them to be an economic development driver in the community; and

**WHEREAS**, the manufacturing industry employs 4,688 individuals throughout Story County, with average annual earnings of \$62,557, thereby positively contributing to the prosperity throughout the community; and

**WHEREAS**, the City of Huxley, Iowa routinely sees the positive contributions of our local manufacturers and appreciates and thanks them for their continued commitment to the communities and clientele they serve; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Huxley, Iowa does hereby proclaim October 4, 2019 as Manufacturing Day and we urge all residents to join us in recognizing the critical role manufacturing plays in our local, state, and global economy.

---

Craig D. Henry, Mayor

(seal)

# CONSENT AGENDA

## **Huxley City Council Minutes**

### **Tuesday, September 10, 2019**

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 6:04 pm.

**COUNCIL MEMBERS PRESENT:** Kuhn, Jensen, Roberts, Peterson; absent - Mulder

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk, Jeff Peterson – Public Works Director, Gerry Stoll – Police Chief, Kevin Deaton - Asst. Fire Chief, Heather Denger – Parks and Recreation Director, Ryan Vincent – Deputy EMS

**CONSULTANTS PRESENT:** Matt O'Hollearan – city attorney, Forrest Aldrich – city engineer

**GUESTS PRESENT:** Michael Hart, John Danos, Lenny Larson, Raylene Fortney, Alissa Zugay, Dustin Ingram, Scott Renaud, Doug Brown, Jeremy Kohrs, Scott Wilson, Carolyn Dallinger, Kristina Brekke, Tim Wilson, Darold Primmer, Pat Cole, Chris Gardner, Doug Brown

#### **PRESENTATIONS**

- John Danos, attorney with Dorsey & Whitney, explained how Tax Increment Financing (TIF) works and how the financing tool is used for Urban Renewal Areas.
- Michael Hart, Vice-President of Northland Securities, provided council with a draft analysis on how TIF funds will be used to pay for General Obligation Bond city will be getting to cover expenses incurred from the infrastructure costs of the Kum N Go project. City will also refinance a refunding bond. Bond rate has been set at 2.39% with call date of June 2027.

**PROCLAMATION:** Mayor read proclamation from Daughters of American Revolution recognizing 129th anniversary.

#### **PUBLIC HEARINGS:**

Mayor opened public hearing at 6:43pm to hear public input regarding the rezoning request of parcel of ground owned by Knackmodes at 602 N. Main Avenue from C-1 to C-2. Approval had been granted from P & Z with exceptions. Residents expressed concerns with increased traffic and noise. Hearing was closed at 6:57pm. 4 ayes.

Mayor opened public hearing at 6:58pm to hear public input on the I-35 and Highway 210 Water and Sewer Project. City engineer explained where sanitary sewer and water lines were going to be placed. There being no further comments the meeting was closed at 7:00pm. 4 ayes.

#### **CONSENT AGENDA:**

**MOTION-** Jensen, Second – Kuhn to approve all agenda items listed excluding 5.06 to Set a Public Hearing on the AutoMed Development Agreement

- August 27, 2019 Regular Council Meeting
- Approve Financial reports and Payment of Bills
- Motion to Set the Date of September 16<sup>th</sup> for a Special Council Meeting
- Approve Resolution No. 19-127 to Fix a Date for a Public Hearing and Bid Date for the North Lift Station Improvements
- Approve Resolution No. 198-129 to Accept Perpetual Sanitary Sewer Easement from Interstate Properties
- Approve Resolution No. 19-130 to Accept Perpetual Water Main and Sanitary Sewer Easements from Larson and Bates.

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

Motion – Peterson, Second – Jensen to Approve Section 5.06 of Council Agenda: Set a Public Hearing on the AutoMed Development Agreement. Councilman Jensen asked to delay public hearing to give time to research issues with property an residents. Would also like to see agreement developed and provided to council before hearing is scheduled.

Roll Call: Kuhn, Roberts voted yes; Peterson, Jensen voted no. Motion failed.

Claims:

	<u>Fund Expenses</u>	<u>Fund Revenues</u>	
AFLAC			AFLAC
4.00			
ALCO PRO, INC.		ALCOHOL GAS TANK	228.69
ALLIANT ENERGY		GAS AND ELECTRIC	12,127.23
ARNOLD MOTOR SUPPLY		ANTIFREEZE	55.45
AUTOMATIC SYSTEMS		REPAIR PUMPS ON WWTP DRAIN	462.30
BAKER GROUP		REPAIR AT WWTP	420.31
BOBBI ROBINSON		PARTIAL FLAG FB REFUND	20.00
BRANDON BROWN		FLAG FOOTBALL REIMBURSEMENT	57.00
BRICK GENTRY P.C.		LEGAL FEES	4,187.50
CAPITAL SANITARY SUPPLY CO		PADS FOR FLOOR CLEANER	176.33
CINTAS CORPORATION		FIRST AID KIT RESTOCK	140.40
COMPASS MINERALS AMERICA		COARSE ROCK SALT	3,497.66
DELTA DENTAL PLAN OF IOWA		DENTAL INSURANCE	1,451.52
EBS		MEDICAL INSURANCE	17,026.76
ED M. FELD EQUIPMENT CO. I		BADGES	328.00
EDWARD JONES		IRA	250.00
FIDELITY SECURITY LIFE		VISION INS	315.52
GATEHOUSE-DB IOWA HOLDINGS		LEGAL PUBLICATIONS	603.51
HACH COMPANY		MUFFLE FURNACE	2,150.61
HAWKINS, INC.		CHEMICALS FOR WATER TREATMENT	1,840.00
HUXLEY COMMUNICATIONS COOP		PLOWING CONDUIT E. 1ST AVE.	568.00
I & S GROUP, INC.		TOPOGRAPHIC SURVEY	1,250.00
INTEGRATED PRINT SOLUTIONS		SHIRTS FOR PRAIRIE FEST RACE	977.50
INTERNAL REVENUE SERVICE		FED WITHHOLDING TAX	13,112.67
IOWA DOT		RETURN OF TRASH BAGS	289.96
IOWA ONE CALL		EMAIL LOCATES	76.50
IPERS		IPERS	16,156.54
JACI BARRICK		REFUND FOR GIRL VOLLEYBALL	50.00
KEMPKER'S TRUE VALUE AND R		SEE ATTACHED	790.27
LINCOLN FINANCIAL GROUP		DISABILITY INSURANCE	1,159.24
MARTIN MARIETTA MATERIALS		ROAD STONE	825.30
MASS MUTUAL RETIREMENT SER		DEFERRED COMPENSATION	200.00
MENARDS		TAPE, BLADE, Limestone, CAULK	187.74
METERING & TECHNOLOGY SOLU		METERS AND ERTS	9,432.00
MISCELLANEOUS VENDOR		SCHIEFFER, GREGG :US REFUND	1,380.25
MSA SAFETY SALES, LLC		GAS SENSOR	555.00
MUNICIPAL SUPPLY		2" UNIONS	247.50
NATIONAL WASH AUTHORITY, L		WATER TOWER CLEANING	6,100.00
NEVADA PARKS AND RECREATIO		COMMUNITY REGISTRATION	250.00
NICKOLAY CONSULTING, LLC		JULY IT WORK	210.00
OTIS ELEVATOR COMPANY		ELEVATOR SERVICE 9/1-11/30/19	218.13
OXEN TECHNOLOGY		OFFICE 365 & EXCHANGE ONLINE	228.00
PCC AN AMBULANCE BILLING S		JUNE AMBULANCE BILLING	141.67
PLUMB SUPPLY COMPANY - AM		PARTS	43.60
QUALITY FLOW SYSTEMS, INC.		SAND CHERRY PUMP REBUILD	3,700.00
SAFE BUILDING COMPLIANCE &		BUILDING INSPECTIONS	13,637.01
STAPLES BUSINESS CREDIT		OFFICE SUPPLIES	629.98
STAR EQUIPMENT LTD.		CRACK SEALANT	1,462.50
TASC		FLEX BENEFIT PLANS	558.28
TASC - CLIENT INVOICES		OCTOBER FLEX PLAN BENEFITS	69.82
THE SHERWIN-WILLIAMS CO.		PUMP ARMOR & RAC X TIP	40.07
TREASURER, STATE OF IOWA		STATE WITHHOLDING	4,395.00
TRINITY UNITED METHODIST C		CITY SIGN ELECTRICITY	313.16
TYLER TECHNOLOGIES, INC.		RECEIPT PRINTER MAINT FEE	640.66
VAN METER INC.		UFD INSTALLER	2,100.00
VAN-WALL EQUIPMENT INC.		WATER PUMP, ORING, GASKET	421.34
VEENSTRA & KIMM, INC.		MEADOW LANE PRELIM PLAT	34,938.84
VESSCO INC.		AIR FILTER CARTRIDGE & FILTER	1,007.51
VIRGINIA MONPOE		PARK RENTAL REFUND	25.00
001 GENERAL FUND	53,623.64	39,768.17	
002 LIBRARY	5,571.53	174.45	
003 RECREATION	5,557.21	21,717.25	
004 FIRE AND RESCUE	669.90		
014 AMBULANCE	2,726.93	1,776.61	
110 STREET	13,084.98	608.65	
121 LOST			
339 560 <sup>th</sup> PAVING	14,570.00		
342 HMGP GENERATOR	990.00		
343 KUM N GO	11,370.00		

600	WATER UTILITY	31,856.17	75,276.57
610	SEWER UTILITY	23,711.47	<u>73,380.29</u>
	PAYROLL	57,755.99	
	GRAND TOTAL	\$221,487.82	\$212,701.99

Motion – Kuhn, Second – Peterson on Resolution No. 19-131 to Approve Plans, Specs, Form of Contract for the Kum N Go Sewer and Water Project. Roll Call: Jensen, Peterson, Roberts, Kuhn voted yes. Motion carried.

Motion – Roberts, Second – Peterson on Resolution No. 19-132 to Consider Bids and Award Contract for Kum N Go Project. City engineer reported seven bids were received. Graff Excavating was lowest bid. Contract will be approved once all easements have been received. Roll Call: Peterson, Roberts, Kuhn, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Peterson on Resolution No. 19-133 to Accept Real Property from Seldon and Jean Spencer. Property being donated is located behind old wastewater treatment facility. Roll Call: Kuhn, Roberts, Peterson, Jensen voted yes. Motion carried.

Motion – Kuhn, Second – Peterson on Resolution No. 19-134 to Fix a Date for a Public Hearing and Bid Date for the Water Main and Street Improvements Project, Huxley, Iowa 2019. Lenny Larson, ISG engineer, reported that project plans were 90% complete with a project completion date set for June 30, 2020. Councilman Kuhn asked if laterals will be inspected prior to construction. Also commented that residents need to be informed of project. Public hearing set for September 24th. Bids accepted by October 3rd. Contract to be awarded on October 8<sup>th</sup>. Roll Call: Kuhn, Jensen, Roberts, Peterson voted yes. Motion carried.

Motion – Jensen, Second – Peterson to TABLE First Reading of Ordinance #505 Regarding Zoning Change at 602 N. Main Avenue Pending Further Review. Roll Call: Kuhn, Jensen, Roberts, Peterson voted yes. Motion carried.

Motion – Roberts, Second – Peterson on Ordinance #504 to Set Dates and Times to Explode Fireworks. Ordinance language to include NFPA11 Consumer Fireworks Safety Standards. Fireworks will be allowed within corporate city limits from 9am to 10pm on July 1,2,3,4,5,6. Councilman Kuhn expressed concerns with disruption fireworks could cause with some residents. Roll Call: Jensen, Roberts, Peterson voted yes; Kuhn voted no. Motion carried.

ADJOURNMENT: Motion – Kuhn, second – Roberts to adjourn meeting at 7:54 pm. 4 ayes, 0 nays. Motion carried.

#### **WORKSESSION:**

Public Works Buildings – Councilman Jensen asked if there had been any further discussions for a new public works building. Council directed staff to research and come back with ideas.

Consultant – Pat Callahan informed council that 37 applications had been received for city administrator opening. Discussed next steps in interview process.

ADJOURNMENT: Motion – Peterson, second – Kuhn to adjourn meeting at 8:52 pm. 4 ayes, 0 nays. Motion carried.

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Craig D. Henry, Mayor

Attest:

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Jolene R. Lettow, City Clerk

## **Huxley Special City Council Meeting Minutes Tuesday, September 16, 2019**

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 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 4:08 pm.

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

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk

**CONSULTANTS PRESENT:** Pat Callahan, Mark Jackson

**CITY ADMINISTRATOR CANDIDATE INTERVIEWS:** Consultant reviewed interview questions with council and discussed interview process.

### **CLOSED SESSION:**

Motion – Peterson, Second – Roberts to go into Closed Session Pursuant to Code 21.5 (i) at 4:23pm to Evaluate the Professional Competency of an Individual Whose Appointment, Hiring, Performance or Discharge is Being Considered When Necessary to Prevent Needless and Irreparable Injury to that Individual's Reputation and that Individual Requests a Closed Session. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried. Session was closed at 9:00 pm.

**ADJOURNMENT:** Motion – Mulder, second – Peterson to adjourn meeting at 9:03 pm. 5 ayes, 0 nays. Motion carried.

Attest:

---

Craig D. Henry, Mayor

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Jolene R. Lettow, City Clerk

## **Huxley Special City Council Meeting Minutes**

### **Thursday, September 19, 2019**

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 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 3:58 pm.

**COUNCIL MEMBERS PRESENT:** Peterson, Roberts, Kuhn, Jensen; Mulder – conference call

**CITY STAFF PRESENT:** John Haldeman-City Administrator, Jolene Lettow-City Clerk

**CONSULTANTS PRESENT:** Pat Callahan, Mark Jackson

**CITY ADMINISTRATOR CANDIDATE INTERVIEWS:** Consultant explained next step in interview process.

#### **CLOSED SESSION:**

Motion – Peterson, Second – Roberts to go into Closed Session Pursuant to Code 21.5 (i) at 4:23pm to Evaluate the Professional Competency of an Individual Whose Appointment, Hiring, Performance or Discharge is Being Considered When Necessary to Prevent Needless and Irreparable Injury to that Individual's Reputation and that Individual Requests a Closed Session. Roll Call: Peterson, Roberts, Kuhn, Mulder, Jensen voted yes. Motion carried. Session was closed at 6:37 pm.

**ADJOURNMENT:** Motion – Peterson, second – Roberts to adjourn meeting at 6:37 pm. 5 ayes, 0 nays. Motion carried.

Attest:

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Craig D. Henry, Mayor

---

Jolene R. Lettow, City Clerk



**9-24-19 Council Claims**

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A KING'S THRONE LLC	PORTABLE TOILET	\$ 214.90
3	AMES LOCK & SECURITY	KEYS FOR OLD WASTEWATER PLANT	\$ 10.50
4	ANKENY SANITATION	CITY BUILDINGS TRASH PICKUP	\$ 241.06
5	ARNOLD MOTOR SUPPLY	OIL AND FILTER	\$ 7.55
6	BUD'S AUTO REPAIR INC	PD AUTO MAINTENANCE	\$ 663.70
7	BW EXTERIOR SOLUTIONS	WP & WWTP ROOF DAMAGE REPAIR	\$ 12,774.56
8	CARDMEMBER SERVICE	SEE ATTACHED	\$ 6,610.04
9	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 3,432.27
10	COMPUTER RESOURCE SPECIALI	IT WORK	\$ 2,820.00
11	CONSUMERS ENERGY	GAS AND ELECTRIC	\$ 8,159.76
12	DAVE WHITE PLUMBING, INC.	INSTALLLL NEW OUTSIDE HYDRANT	\$ 131.38
13	DAVID WILCOX	BOOT CAMP INSTRUCTOR	\$ 432.82
14	DOLLAR GENERAL-REGIONS 410	PROGRAM SUPPLIES	\$ 48.00
15	ED M. FELD EQUIPMENT CO. I	NAME PATCHES	\$ 160.00
16	ELECTRONIC ENGINEERING	TOWER FEES FOR FIRE DEPARTMENT	\$ 3,542.40
17	FIRE SERVICE INSTITUTE	CERT FEE FOR ALEXANDER PAUL	\$ 50.00
18	GALLS, LLC- DBA CARPENTER	AMBULANCE UNIFORM PARTS	\$ 56.98
19	GERED BURKHARDT	BACKFLOW TESTING & REPORTING	\$ 455.00
20	HDS WHITE CAP CONST SUPPLY	REBAR DOWELS & ADA MATS	\$ 1,019.94
21	HUXLEY DEVELOPMENT CORPORA	MONIES RECEIVED FROM STORY CO.	\$ 2,300.00
22	INTEGRATED PRINT SOLUTIONS	BAM BAM SHIRTS	\$ 1,489.00
23	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 12,547.79
24	IOWA DOT	PAPER TOWEL, BUCKET MOP, URINAL SCREEN	\$ 171.85
25	IOWA LAW ENFORCEMENT ACADE	FIREARMS INSTRUCTORS SCHOOL	\$ 732.00
26	JASON SCHMALL	FLAG FOOTBALL REFUND	\$ 57.00
27	JAX OUTDOOR GEAR	AMMO	\$ 680.00
28	KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	\$ 62.50
29	MARCO, INC.	COPIER MAINT AGREEMENT	\$ 543.41
30	MIDWEST ALARM SERVICES	TROUBLESHOOT SMOKE DETECTOR	\$ 661.50
31	MPH INDUSTRIES, INC.	RADAR	\$ 1,308.98
32	MR. STORAGE, LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
33	NEW CENTURY FS INC	UNLEADED & DIESEL FUEL	\$ 1,696.18
34	PCC AN AMBULANCE BILLING S	AUGUST AMBULANCE BILLING	\$ 304.16
35	PEPSI-COLA	VENDING PRODUCT	\$ 474.37
36	POPULAR SUBSCRIPTION SERVI	MAGAZINE SUBSCRIPTION	\$ 400.24
37	PREMIER OFFICE EQUIPMENT I	PRINTER MAINTENANCE	\$ 25.00
38	PRO-VISION, INC.	BODY CAM MOUNT	\$ 34.09
39	SAGE HOMES, INC.	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
40	SLATER ANIMAL HOSPITAL	BOARDING STRAYS	\$ 273.00
41	SPRINGER PROFESSIONAL HOME	MONTHLY PEST CONTROL	\$ 168.00
42	STATE LIBRARY OF IOWA	CONTINUING LIBRARY ED	\$ 20.00
43	SWANK MOVIE LICENSING USA	MOVIE LICENSE	\$ 412.00
44	TASC	FLEX BENEFIT PLANS	\$ 558.28
45	TONYA BECKER	TRX FUSION INSTRUCTOR	\$ 294.13

**9-24-19 Council Claims**

	A	B	C
46	TRICKLE'S L.L.C.	TIRES FOR KUBOTA MOWER	\$ 197.00
47	TYLER BUSINESS FORMS	UTILITY BILLS	\$ 4,360.95
48	U.S. BANK EQUIPMENT FINANC	COPIER LEASE	\$ 100.28
49	VERIZON WIRELESS	AMBULANCE, PD, & PW CELL PHONES	\$ 539.29
50	WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	\$ 73.47
51	ZIEGLER INC	ORINGS	\$ 9.88
52	Payroll Expense		\$ 54,882.83
53	<b>GRAND TOTAL</b>		<b>\$ 128,208.04</b>
54			
55		<b>FUND TOTALS</b>	
56	001 GENERAL FUND	\$ 14,685.82	
57	002 LIBRARY	\$ 3,169.13	
58	003 RECREATION	\$ 8,929.65	
59	004 FIRE AND RESCUE	\$ 4,394.36	
60	014 AMBULANCE	\$ 1,272.36	
61	110 ROAD USE TAX	\$ 3,105.83	
62	126 HUXLEY DEVELOPMENT CORP	\$ 2,300.00	
63	600 WATER UTILITY	\$ 16,611.28	
64	610 SEWER UTILITY	\$ 18,856.78	
65	01 PAYROLL EXPENSE	\$ 54,882.83	
66	<b>GRAND TOTAL</b>	<b>\$ 128,208.04</b>	
67			
68			
69	<b>Cardmember Services (Visa)</b>		
70	Admin	amazon prime, computer equipment	\$ 111.11
71	Library	fareway, liquid web, dvds, postage	\$ 290.96
72	Ambulance	stethoscope	\$ 44.93
73	Streets	computer equipment, workshop	\$ 172.21
74	FD	record check, parade candy	\$ 90.46
75	Parks and Rec	soccer nets, air gas, computer equipment, viking medals, midwest mania registration, vending product, medals, fitness equipment parts, flag football jerseys, weight bar, bags & helmets for race	\$ 4,570.04
76	WW	owls, bungee, strainer, annual membership dues, computer equipment, screen protector, cable, atv tires, adapter, shank, ball mount, pvc cap, 2019 laboratory symposium, janitorial supplies	\$ 948.17
77	PD	computer equipment, conference	\$ 172.21
78	Water	computer equipment, shipping for meter return, calibrater guages	\$ 209.95
79	<b>Total</b>		<b>\$ 6,610.04</b>

## Utility Report

August	2019					
	Water Service:	Sewer Service:	Water Consumption (gallons):	Amount Billed (Water):	Sewer Consumption (gallons):	Amount Billed (Sewer):
Commercial	87	85	1,251,000	\$7,379.62	1,833,600	\$10,805.79
Schools	4	3	157,800	\$813.41	128,200	\$662.16
Rural	67	6	474,100	\$4,765.31	33,400	\$454.46
No Charge	20	14	1,749,300	\$0.00	1,538,300	\$0.00
Residential	1,605	1,591	6,717,990	\$58,428.49	6,453,490	\$68,207.08
Second Meter	134	0	1,953,500	\$11,235.68	N/A	N/A
Master Meters	12	0	462,000	\$0.00	N/A	N/A
Wells	2	0	14,206,002	\$0.00	N/A	N/A
<b>TOTAL:</b>	<b>1,931</b>	<b>1,699</b>	<b>26,971,692</b>	<b>\$82,622.51</b>	<b>9,986,990</b>	<b>\$80,129.49</b>

	Water:	Sewer:	
Total Billed Consumption (gallons):	10,554,390	8,448,690	TOTAL:
Total Billed:	\$82,622.51	\$80,129.49	\$162,752.00

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

**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**

Prepared by Amy Beattie, City Attorney and reformatted by John Haldeman, City Administrator, for the City Council meeting to be held on the 24th day of September, 2019.

**RESOLUTION NO. 19-135**

**TO FIX A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE AND  
AUTHORIZE A DEVELOPMENT AGREEMENT WITH AUTOMED, INC.**

WHEREAS, the Code of Iowa also requires that, before a city may enter into a development agreement that a public hearing must be held on the proposed agreement.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows:

Section 1. The City Council will hold a public hearing on the proposal to enter into a Development Agreement with Automed, Inc. as set out in the preamble hereof at 6:00 o'clock p.m., on the 22<sup>nd</sup> day of October 2019, at the City Hall, in the City.

Section 2. The City Clerk is hereby authorized and directed to give notice of this resolution and of the public hearing on the proposal to enter into a Development Agreement, by publication, at least once, not less than four nor more than twenty days before the date of the hearing, in a newspaper of general circulation in the City. Such notice shall be substantially in the form which is attached to this Resolution.

Section 3. All resolutions or parts thereof which are 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 \_\_\_\_\_ day of September, 2019

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-135** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of September, 2019.

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

ATTEST:

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

**NOTICE OF HEARING ON RESOLUTION TO APPROVE DEVELOPMENT  
AGREEMENT**

The City Council of the City of Huxley, Iowa has adopted a resolution relating to a proposal to enter into a Development Agreement with Automed, Inc.

The Council will meet on the 22nd day of October 2019, at the City Hall, in the City, at 6:00 o'clock p.m., for the purpose of holding a public hearing on the proposals.

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

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

Jolene R. Lettow  
City Clerk

Prepared by John Danos, Dorsey and Whitney, City Bond Counsel and Reformatted by John Haldeman, City Administrator, for the City Council meeting to be held on the 24th Day of September, 2019.

**RESOLUTION NO. 19-136**

**RESOLUTION TO DECLARE NECESSITY AND ESTABLISH AN  
URBAN RENEWAL AREA, PURSUANT TO SECTION 403.4 OF THE  
CODE OF IOWA AND APPROVE URBAN RENEWAL PLAN  
AMENDMENT FOR THE HUXLEY URBAN RENEWAL AREA**

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa (the "Urban Renewal Law"), a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the development of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, the City Council of the City of Huxley (the "City") has previously created the Huxley Urban Renewal Area (the "Urban Renewal Area") and adopted an urban renewal plan (the "Plan") for the governance of projects and initiatives therein; and

WHEREAS, a proposal has been made which shows the desirability of expanding the Urban Renewal Area to add and include all the property (the "Property") lying within the description set out in Exhibit A hereto; and

WHEREAS, the proposal demonstrates that sufficient need exists to warrant finding the Property to be an economic development area; and

WHEREAS, an amendment (the "Amendment") to the Plan has been prepared which (1) covers the addition of the Property to the Urban Renewal Area; and (2) authorizes the undertaking of a new urban renewal project in the Urban Renewal Area consisting of using tax increment financing to pay the costs of the City's Interstate 35 and Highway 210 Water and Sewer Extension Project; and

WHEREAS, notice of a public hearing by the City Council on the question of establishing the Property as an urban renewal area and on the proposed Amendment was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing on September 24, 2019; and

WHEREAS, the Planning and Zoning Commission of the City has reviewed and commented on the proposed Amendment; and

WHEREAS, copies of the Amendment, notice of public hearing and notice of a consultation meeting with respect to the Amendment were mailed to Story County and the Ballard Community School District; the consultation meeting was held on the 9th day of September, 2019; and responses to any comments or recommendations received following the consultation meeting were made as required by law; and

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

Section 1. An economic development area as defined in Chapter 403 of the Code of Iowa, is found to exist on the Property.

Section 2. The Property is hereby declared to be an urban renewal area, in conformance with the requirements of Chapter 403 of the Code of Iowa, and is hereby designated the September, 2019 Addition to the Huxley Urban Renewal Area.

Section 3. The development of the Property is necessary in the interest of the public health, safety or welfare of the residents of the City.

Section 4. It is hereby determined by this City Council as follows:

A. The proposed Amendment and the projects and initiatives described therein conform to the general plan of the municipality as a whole;

B. The proposed economic development projects described in the Amendment are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

C. It is not intended that families will be displaced as a result of the City's undertaking under the Amendment. Should such issues arise with future projects, then the City will ensure that a feasible method exists to carry out any relocations without undue hardship to the displaced and into safe, decent, affordable and sanitary housing.

Section 5. The Amendment attached hereto and made a part hereof, is hereby in all respects approved.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

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



***PASSED, ADOPTED AND APPROVED*** this \_\_\_\_\_ day of August, 2019.

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-136** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of September, 2019.

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

ATTEST:

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

**(Attach copy of the urban renewal plan amendment to this resolution.)**

320.98 feet to the Southeast corner thereof; thence South  $89^{\circ} 55'37''$  West along the South line of said Parcel 'C' 770.61 feet to the Southwest corner thereof; thence North  $26^{\circ}44'29''$  East along the West line of said Parcel 'C' 197.41 feet; thence North  $41^{\circ}24'32''$  East along said West line of Parcel 'C' 103.60 feet; thence North  $17^{\circ}04'12''$  East, 167.99 feet to a point on the East right-of-way line of Interstate 35; thence North  $47^{\circ}07'21''$  West along said East right-of-way line 178.97 feet; thence North  $25^{\circ}21'50''$  West along said East right-of-way line 821.20 feet; thence Northwesterly 358.98 feet along said East right-of-way line and along a curve to the right, having a radius of 1086.00 feet and a chord bearing of North  $15^{\circ} 54'05''$  West, 357.34 feet; thence North  $00^{\circ} 33'32''$  West along said East right-of-way line 234.50 feet to the North line of the South 95 acres of the East 1/2 of the South fractional 1/2; thence North  $00^{\circ} 28'06''$  East along said East right of way line, 1074.27 feet; thence North  $89^{\circ} 50'22''$  West, 274.00 feet to the West right-of-way line of said Interstate 35; thence North  $00^{\circ}27'25''$  East along said West right-of-way line, 100.00 feet; thence South  $89^{\circ} 50'22''$  East, 287.26 feet to the point of beginning.

• • • •

Upon motion and vote, the meeting adjourned.

---

Craig D. Henry, Mayor

Attest:

---

Jolene Lettow, City Clerk

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Huxley, and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with designating an urban renewal area and approving the urban renewal plan amendment for the Huxley Urban Renewal Area in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

**(Please attach to this certificate a copy of the minutes or a resolution of the Planning and Zoning Commission showing the action taken by that Commission with respect to the urban renewal plan amendment.)**



HUXLEY

# Planning and Zoning Commission Minutes

September 12, 2019

Council Chambers

7:30 A.M.

## 1.0) CALL TO ORDER AND ROLL CALL:

Chairman Roger Bierbaum called the P&Z Meeting to order at 7:31 AM. P&Z members present:

Roger Bierbaum	<input checked="" type="checkbox"/>	Larry Wilson	<input type="checkbox"/>
Cheryl Patterson	<input checked="" type="checkbox"/>	Joe Scott	<input type="checkbox"/>
Mike Schonhorst	<input type="checkbox"/>	Nate Easter	<input checked="" type="checkbox"/>
Gordon Mosher	<input checked="" type="checkbox"/>		

Staff present: John Haldeman-Zoning Administrator

Amy Kaplan-Zoning Clerk

Consultants present: None

Guests present: None

## COMMISSION AGENDA ITEMS:

### 2.0) MOTION TO APPROVE THE MINUTES FROM THE FOLLOWING MEETING:

**2.1) JULY 29, 2019 REGULAR MEETING** - Motion by Mosher and seconded by Easter to approve minutes. Roll was taken. 4 AYE. 0 NAY.

### 3.0) PUBLIC HEARING: None

### 4.0) DISCUSSION AND RECOMMENDATION ITEMS:

**4.01) DISCUSSION AND POSSIBLE COMMENTS ON URBAN RENEWAL AMENDMENT FOR KUM AND GO PROJECT:**

John explained to the commission that the Kum and Go project meets the criteria of an Urban Renewal Area. Brief discussion took place. Motion by Easter, seconded by Patterson to recommend approval to City Council. Roll was taken. 4 AYE. 0 NAY.

### 5.0) MISCELLANEOUS COMMENTS:

- John Haldeman announced his retirement in December 2019.
- Sidewalks: The City is requiring sidewalks to be installed. Waivers will no longer be issued.

- Bierbaum inquired about the 2020 Census and what would be different if the population of Huxley was over 5,000 people. John indicated that additional water and sewer reporting would have to be done and that more grant opportunities would be available.
- Mosher asked Haldeman if he was interested in being on the Planning & Zoning Commission once he retires. John indicated that he would consider being a member.

**6.0) ADJOURNMENT** – Motion by Mosher to adjourn at 7:41 AM, seconded by Easter. 4 AYE.  
0 NAY.

---

Amy Kaplan, Zoning Clerk

---

Roger Bierbaum, Chairman

---

Date of Approval



Mayor and City Council:

The Planning & Zoning Commission met to review the Urban Renewal Area Plan Amendment and find it in order and in compliance with the 2013 Comp Plan.

Approval by City Council is recommended.

---

Roger Bierbaum, Chairman

---

Date

CITY OF HUXLEY, IOWA  
URBAN RENEWAL PLAN AMENDMENT  
HUXLEY URBAN RENEWAL AREA

September, 2019

The Urban Renewal Plan (the "Plan") for the Huxley Urban Renewal Area (the "Urban Renewal Area") is being amended for the purposes of adding certain property to the Urban Renewal Area and identifying new urban renewal projects to be undertaken therein.

**1) Addition of Property.** The real property (the "Property") legally described on Exhibit A hereto is, by virtue of this Amendment, being added as the September, 2019 Addition to the Urban Renewal Area. With the adoption of this Amendment, the City will designate the Property as an economic development area. The Property will become subject to the provisions of the Plan for the Urban Renewal Area. It is anticipated that the City will adopt an ordinance providing for the division of property tax revenues, as set forth in Section 403.19 of the Code of Iowa, with respect to a portion of the Property.

**2) Identification of Projects.** By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project:

**Name of Project:** Interstate 35 and Highway 210 Water and Sewer Extension Project

**Name of Urban Renewal Area:** Huxley Urban Renewal Area

**Date of Council Approval of Project:** September 24, 2019

**Description of Project and Project Site:** The City will undertake the extension of sanitary sewer lines and water mains, the installation of manholes, fittings hydrants, valves and the related excavation, backfill, surface restoration and cleanup work to support the development of a Kum & Go and promote future development on the Commercial Development Property (as described on Exhibit A hereto).

The Interstate 35 and Highway 210 Water and Sewer Extension Project will have a direct, positive impact on increased and improved commercial development in the Urban Renewal Area through the provision of enhanced public infrastructure in the City.

**Description of Properties to be Acquired in Connection with the Project:** The City will acquire such easement territory and rights-of-way as are necessary to successfully undertake the Interstate 35 and Highway 210 Water and Sewer Extension Project.

**Description of Use of TIF for the Project:** It is anticipated that the City will pay for the Interstate 35 and Highway 210 Water and Sewer Extension Project with either borrowed funds and/or the proceeds of an internal advance of City funds on-hand. In any case, the City's obligation will be repaid with incremental property tax revenues derived from the



feet to the Southeast corner thereof; thence South  $89^{\circ} 55'37''$  West along the South line of said Parcel 'C' 770.61 feet to the Southwest corner thereof; thence North  $26^{\circ}44'29''$  East along the West line of said Parcel 'C' 197.41 feet; thence North  $41^{\circ}24'32''$  East along said West line of Parcel 'C' 103.60 feet; thence North  $17^{\circ}04'12''$  East, 167.99 feet to a point on the East right-of-way line of Interstate 35; thence North  $47^{\circ}07'21''$  West along said East right-of-way line 178.97 feet; thence North  $25^{\circ}21'50''$  West along said East right-of-way line 821.20 feet; thence Northwesterly 358.98 feet along said East right-of-way line and along a curve to the right, having a radius of 1086.00 feet and a chord bearing of North  $15^{\circ} 54'05''$  West, 357.34 feet; thence North  $00^{\circ} 33'32''$  West along said East right-of-way line 234.50 feet to the North line of the South 95 acres of the East 1/2 of the South fractional 1/2; thence North  $00^{\circ} 28'06''$  East along said East right of way line, 1074.27 feet; thence North  $89^{\circ} 50'22''$  West, 274.00 feet to the West right-of-way line of said Interstate 35; thence North  $00^{\circ}27'25''$  East along said West right-of-way line, 100.00 feet; thence South  $89^{\circ} 50'22''$  East, 287.26 feet to the point of beginning.

Prepared by John Danos, Dorsey and Whitney, City Bond Counsel and Reformatted by John Haldeman, City Administrator, for the City Council meeting to be held on the 24th Day of September, 2019.

**RESOLUTION NO. 19-137**

**A RESOLUTION TO DECLARE NECESSITY AND ESTABLISH AN  
URBAN RENEWAL AREA, PURSUANT TO SECTION 403.4 OF THE  
CODE OF IOWA AND APPROVE URBAN RENEWAL PLAN AND  
PROJECT FOR THE 2019 WESTVIEW HEIGHTS URBAN RENEWAL  
AREA**

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa, the "Urban Renewal Law," a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the development of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, it has been proposed by the City Council of the City of Huxley, Iowa, (the "City") that the 2019 Westview Heights Urban Renewal Area (the "Urban Renewal Area") be established on the property (the "Property") described in Exhibit A to this Resolution; and

WHEREAS, the proposal demonstrates that sufficient need exists to warrant finding the Urban Renewal Area to be an economic development area; and

WHEREAS, a proposed urban renewal plan (the "Plan") has been prepared for the governance of projects and initiatives to be undertaken in the Urban Renewal Area and which authorizes a certain initial urban renewal project to be undertaken therein consisting of providing tax increment financing support to West View Heights Phase II LLC to help pay the costs of the construction of public infrastructure improvements necessary for the development of a residential housing subdivision; and

WHEREAS, notice of a public hearing by the City Council on the question of establishing the Property as an urban renewal area and on the Plan and project for the Urban Renewal Area was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the City Council has conducted said hearing on September 24, 2019; and

WHEREAS, the Plan was submitted to and commented on by the Planning and Zoning Commission of the City; and

WHEREAS, copies of the Plan, notice of public hearing and notice of a consultation meeting with respect to the urban renewal plan were mailed to Story County and the Ballard Community School District; the consultation meeting was held on the 9th day of September, 2019; and responses to any comments or recommendations received following the consultation meeting were made as required by law;

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-137** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of September, 2019.

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

ATTEST:

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

EXHIBIT A  
LEGAL DESCRIPTION  
2019 Westview Heights Urban Renewal Area

Outlot A, Westview Heights Plat 1 in the City of Huxley, Story County, Iowa;  
and

Outlot B, Westview Heights Plat 1 in the City of Huxley, Story County, Iowa; and

The Southeast Quarter (SE  $\frac{1}{4}$ ) of the Southwest Quarter (SW  $\frac{1}{4}$ ) except road right of way, Section 14, Township 82 North, Range 24, West of the 5<sup>th</sup> P.M., Story County, Iowa, now in the City of Huxley; and

The Southwest Quarter (SW  $\frac{1}{4}$ ) of the Southwest Quarter (SW  $\frac{1}{4}$ ) of Section Fourteen (14), Township Eighty-two (82) North, Range Twenty-four (24) West of the 5<sup>th</sup> P.M., Story County, Iowa, now in the City of Huxley.

• • • • •

Upon motion and vote, the meeting adjourned.

\_\_\_\_\_  
Mayor

Attest:

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

Prepared by John Danos, Dorsey & Whitney, City's Bonding Attorney for the City of Huxley, Iowa and reformatted by John Haldeman, City Administrator for the City Council meeting to be held on the 27th day of September, 2016.

**RESOLUTION NO. 19-138**

**RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS  
PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH  
WEST VIEW HEIGHTS PHASE II LLC, INCLUDING ANNUAL  
APPROPRIATION TAX INCREMENT PAYMENTS**

WHEREAS, the City of Huxley, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the 2019 Westview Heights Urban Renewal Area (the "Urban Renewal Area"); and

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

WHEREAS, the City proposes to enter into a certain development agreement (the "Development Agreement") with West View Heights Phase II LLC (the "Developer") in connection with the development of a residential subdivision and the corresponding construction of public infrastructure in the Urban Renewal Area; and

WHEREAS, the Development Agreement would provide financial incentives to the Developer in the form of annual appropriation incremental property tax payments in an amount not to exceed \$16,000,000 under the authority of Section 403.9(1) of the Code of Iowa; and

WHEREAS, it is necessary to set a date for a public hearing on the Development Agreement, pursuant to Section 403.9 of the Code of Iowa;

NOW THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows:

Section 1. This City Council shall meet on October 8, 2019, at 6 o'clock p.m, at the Huxley City Hall, in the City, at which time and place proceedings will be instituted and action taken to approve the Development Agreement and to authorize the annual appropriation incremental property tax payments.

Section 2. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than

four days and not more than twenty days before the date of said meeting in a legal newspaper of general circulation in the City. Said notice shall be in substantially the following form:

NOTICE OF MEETING FOR APPROVAL OF DEVELOPMENT AGREEMENT  
WITH WEST VIEW HEIGHTS PHASE II LLC AND AUTHORIZATION OF  
ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS

The City Council of the City of Huxley, Iowa, will meet at the Huxley City Hall, on October 8, 2019, at 6 o'clock p.m., at which time and place proceedings will be instituted and action taken to approve a Development Agreement between the City and West View Heights Phase II LLC (the "Developer") in connection with the development of a residential subdivision and the corresponding construction of public infrastructure in the 2019 Westview Heights Urban Renewal Area, which Agreement provides for certain financial incentives in the form of incremental property tax payments to the Developer in a total amount not exceeding \$16,000,000 as authorized by Section 403.9 of the Code of Iowa.

The Agreement to make incremental property tax payments to the Developer will not be a general obligation of the City, but will be payable solely and only from incremental property tax revenues generated within the 2019 Westview Heights Urban Renewal Area. Some or all of the payments under the Development Agreement may be made subject to annual appropriation by the City Council.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the City Council may, at the meeting or at an adjournment thereof, take additional action to approve the Development Agreement or may abandon the proposal.

This notice is given by order of the City Council of Huxley, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Jolene Lettow  
City Clerk



Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

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

***PASSED, ADOPTED AND APPROVED*** this \_\_\_\_\_ day of September, 2019.

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-138** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of September, 2019.

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

ATTEST:

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

Prepared by John Haldeman, City Administrator for the City of Huxley, Iowa for the Council meeting to be held on the 24<sup>th</sup> day of September, 2019.

**RESOLUTION NO. 19-139**

**APPROVING THE RESIDING OF THE NORD KALSEM COMMUNITY BUILDING**

**WHEREAS**, the Historical Society would like to reside this building due to the condition of the existing siding; and

**WHEREAS**, 2 quotes were solicited from;

Wierson Siding for \$16,400

Hedrick Construction for \$16,359.70

Information on the quotes enclosed.

**WHEREAS**, the Huxley Historical Society is willing to contribute \$6500 toward the project.

**NOW, THEREFORE, IT IS RESOLVED** that the Huxley City Council recommends that the siding be replaced and the City contributes \$9859.70 toward the project.

**BE IT FURTHER RESOLVED** that the Building Maintenance Funds be used to finance the City's portion.

**Section 1.** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

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

**PASSED, ADOPTED AND APPROVED** this   24  th day of September, 2019

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-139** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this        day of September, 2019.

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

ATTEST:

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



We Install:

- Steel and Vinyl Siding
- Energy Star Windows and Doors
- Overhang Soffit and Facing Covers
- Replace Gutters

RETAIL INSTALLMENT CONTRACT

**WIERSON**

Siding & Home Improvement

Quality Replacement Windows

4468 246th Street • Ames, Iowa 50014

(515) 292-8850 • Cell (515) 290-8850

wiersonsiding@gmail.com • www.wiersonsidingandwindows.com



MEMBER  
Greater Iowa  
A+ Rating

Nels made mistake on Original Bid.  
Did not add in cost for 2x12's + screws - 13650.00 Total

A. ARTICLE OF AGREEMENT made this day of Aug 21st, 2019 between WIERSON Siding & Home Improvement, hereafter referred to as CONTRACTOR, and City of Huxley (Nels Nord)

hereafter referred to as OWNER(s). Contractor agrees with owner(s) to furnish labor and material up to 13 new siding on the dwelling located at following address Huxley Community Center Building telephone 1125 515-231-9174

In accordance with specifications given below: To apply genuine premium gauge (Vinyl) Prodegy D-6 Foamback Vinyl siding to exterior walls and gables of building. To use following insulation materials, under siding New Tyvek wrap

Done Already cover overhang areas with soffit system and cover fascia boards with coil stock. Done cover or cap exterior window & door trims with color coated coil stock. To use special corner posts. To use special matching mouldings around all window and door openings. Skilled and trained siding applicators to do all siding and trim work. Any additional work will incur extra costs.

B. WORK INVOLVES We will remove siding on South-East-North main walls. Put up 2x12 board around bottom and cap with color matching aluminum coil and install new siding. We will remove siding on West-back walls - put up 2x12 wood at bottom and cap with matching color coil. Reinstall original siding on back walls replacing damaged panels as needed. We will replace all foam filled post corners on building before siding installed. Clean up job site and haul away old siding. New siding will match existing siding Vintage wicker color

Original cost for work will be estimated at 13650.00 (13650.00)

Extra cost to supply and install 15 pair Shingles 795.00

New Estimated cost for New siding on building 16400.00  
plus 795.00 for shingles 795.00  
(16400.00)

Cash Price

Down Payment

Unpaid Balance of C

PAYABLE UPON COMPLETION OF WORK. 1 1/2% per month will be made. Bid THIS CONTRACT IS VOID IF CREDIT AT siding materials listed above as set in The owner(s) represent that he is (th ALL LADDERS, EQUIPMENT, MATER The owners acknowledge receipt of CONTAINS THE ENTIRE CONTRACT PARTIES THERETO.

[X] Seller is entitled to lien rights.

You, the buyer, may cancel this tra

Must be approved by Daniel J. Wi

Daniel J. Wi

**NORTHLAND**  
PUBLIC FINANCE

\$6500

NorthlandSecurities.com  
Iowa Office 641-750-5720

parties, a charge of  
larger  
y guarantee on the  
7 (Factory)

provements.  
of and that the same  
BINDING UPON THE  
new cost.

is transaction.



**Estimate**  
**21168**  
 August 29, 2019

**Hedrick Construction, Inc.**  
 Shawn Hedrick, Owner  
 104 Campus Drive  
 Huxley, IA 50124  
 Office: (515) 597-7663  
 Fax: (515) 597-7664  
 Toll Free: (800) 800-7663  
 Email: Shawn@HedrickConstructionInc.com

**Shipping Address**  
 City Of Huxley "Nord Kalsem Park" (515) 231-9174 Att: Nels Nord  
 204 West 5th St.  
 Huxley, IA 50124

**Billing Address**  
 City Of Huxley "Nord Kalsem Park" (515) 231-9174 Att: Nels  
 204 West 5th St.  
 Huxley, IA 50124

Item	Description	Quantity	Unit Price	UOM	Amount
Demo Siding	Tear off and remove existing (1) layer of vinyl lap siding & insulation board on entire Shelter House	22.78	\$65.0000	SQ	\$1,480.70
House Wrap	Labor and materials to install new Owens Corning SureWrap Premium house wrap on entire Shelter House	24.00	\$50.0000	SQ	\$1,200.00
Structure	Labor and materials to install new Mastic Structure EPS insulated siding with all accessories with LIFETIME Limited Warranty, rated to 190 MPH (select from light & classic colors) on entire Shelter House (Add \$1,080.00 if Premium Dark Colors are desired)	24.00	\$473.5000	SQ	\$11,364.00
Wraps	Labor and materials to custom wrap exterior ( ) window and (1) door brick moldings with new White aluminum cap on Shelter House (OPTIONAL)	19.00	\$85.0000	EA	\$1,615.00
Dump Fee	Dump fee/Recycle fee	1.00	\$700.0000	EA	\$700.00
Subtotal:					\$16,359.70
(0%):					\$0.00
<b>Total:</b>					<b>\$16,359.70</b>

This Estimate is based on what Hedrick Construction Inc. has discussed with you and observed so far. Any additional work not set forth above will be charged on a \$85.00 per hour, plus material basis. Any sheeting that is replaced will be charged on a \$45.00 per sheet basis. Any changes in the scope of work or material costs may be subject to a change order and can result in a bid increase. By signing this Estimate, you are authorizing Hedrick Construction Inc. to perform all work stated above. You are further agreeing to pay all collections costs and expenses, including attorney fees, incurred by Hedrick Construction Inc. should Hedrick Construction Inc. be required to take any steps to collect any amounts owed for work performed by Hedrick Construction Inc. Additionally, in any action commenced by you arising out of the work performed by Hedrick Construction Inc., in the event that Hedrick Construction Inc. prevails in that action, you agree to pay Hedrick Construction Inc. all costs and expenses, including attorney fees, it incurs in such action. This estimate is good for 14 days.

\_\_\_\_\_  
 Signature Date 8/29/2019

Prepared by John Haldeman, City Administrator, for the City Council meeting to be held  
on the 24<sup>th</sup> day of September, 2019.

**RESOLUTION NO. 19-140**

**RESOLUTION APPROVING THE PROPOSED PLANS AND SPECS AND FORM OF  
CONTRACT AND ESTIMATE OF COST FOR THE WATER MAIN AND STREET  
IMPROVEMENT PROJECT, HUXLEY IOWA 2019ECT.**

***WHEREAS***, plans and specifications have been developed for the **WATER MAIN AND  
STREET IMPROVEMENT PROJECT, HUXLEY IOWA, 2019.**

***BE IT RESOLVED, THEREFORE***, that the City Council of the City of Huxley in Story  
County, Iowa approves and accepts the proposed plans, specifications, form of contract and estimated  
cost for the construction of the;

**WATER MAIN AND STREET IMPROVEMENT PROJECT, HUXLEY IOWA 2019.**

as proposed and submitted by the City's project engineer.

**Section 1.** All resolutions or parts of resolutions in conflict herewith are hereby repealed  
to the extent of such conflict.

<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, 2019

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19- 140** by affixing below my official  
signature as Mayor of the City of Huxley, Iowa, this        day of September, 2019.

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

ATTEST:

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

**RESOLUTION NO. 19-141**

**RESOLUTION ACCEPTING PERPETUAL SANITARY  
SEWER EASEMENT AND 6" SANITARY SEWER  
SERVICE CONNECTION AND TEMPORARY  
CONSTRUCTION EASEMENT FROM CMC**

WHEREAS, the City of Huxley and the parties stated above have come to terms for a perpetual easement for a sanitary sewer easement and a temporary construction easement; and

WHEREAS, the consideration for these easements is \$504.00 and in addition, the City will install a 6-inch sanitary sewer service connection to allow for a future connection to the sanitary sewer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Huxley, Iowa, that the City Council of the City of Huxley, Iowa, hereby accepts the terms of this agreement and directs the Mayor to sign and the City Clerk to file with Story County.

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

***PASSED, ADOPTED AND APPROVED*** this \_\_\_\_\_ day of September, 2019

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-141** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this \_\_\_\_\_ day of September, 2019.

\_\_\_\_\_  
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)

September 19, 2019

Continental Manufacturing Chemist, Inc.

Attn: Stuart Miller

912 S. State Street

Madrid, Iowa 50156

HUXLEY, IOWA

INTERSTATE 35 AND HIGHWAY 210 WATER AND SEWER EXTENSION

REVISED EASEMENTS AND OFFER OF COMPENSATION

As previously discussed, the City of Huxley is in the process of design and preparation of plans for the Interstate 35 and Highway 210 Water and Sewer Extension project that will extend across your property.

The City of Huxley's compensation offer is \$504.00. In addition, the City will install a 6-inch sanitary sewer service connection to allow for a future connection to the sanitary sewer.

Enclosed is a copy of IRS Form W-9. The Internal Revenue Service requires the City to file a Form W-9 for any easement for which compensation is provided.

If the easement is satisfactory, please execute the enclosed easements. Please note the easement must be notarized and IRS Form W-9 must be completed. Return one copy each of the executed easements and Form W-9 to the City of Huxley.

If you have any questions or concerns regarding the easement, please contact the writer at 515-225-8000.

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

FSA:dml

45251

Enclosures

cc: John Haldeman, City of Huxley w/enclosures (e-mail)

Jeff Peterson, City of Huxley w/enclosures (e-mail)

Prepared By: Travis Paul, Veenstra & Kimm, Inc., 3000 Westown Parkway, West Des Moines, IA 50266 (515) 225-8000  
Return To: Veenstra & Kimm, Inc., 3000 Westown Parkway, West Des Moines, IA 50266 (515) 225-8000

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Easement No. 1

### **PERPETUAL SANITARY SEWER EASEMENT**

KNOW ALL MEN BY THESE PRESENT:

That we, the undersigned, Open Sky LLC, an Iowa Limited Liability Company, of the County of Story, State of Iowa, in consideration of \$ 504.00 in hand paid by the CITY OF HUXLEY, IOWA, the receipt of which is hereby acknowledged do hereby sell, grant and convey unto the City of Huxley, Iowa, a municipal corporation, in the County of Story, State of Iowa, an easement under, through and across the following described real estate:

Lot One (1), Blue Sky Commons Plat 1, Huxley, Story County, Iowa.

**Perpetual Easement** (see attached Exhibit E-1)

Said perpetual easement being more particularly described as follows:

Commencing at the Southeast corner of said Lot 1; thence North 00°04'34" East along the East line of said Lot 1, 20.00 feet to the South line of an existing 20.00 foot water main easement as shown on said Blue Sky Commons Plat 1, said point being the point of beginning; thence North 89°54'56" West along the North line of said existing water main easement, 315.34 feet to the East line of an existing 30.00 foot sanitary sewer easement as shown on said Blue Sky Commons Plat 1; thence North 00°05'04" East along said East line, 21.58 feet; thence North 36°13'57" West along said East line, 4.25 feet; thence South 89°54'56" East, 317.85 feet to said East line of Lot 1; thence South 00°04'34" West along said East line of Lot 1, 25.00 feet to the point of beginning.

Containing 7,888 square feet, more or less.

45251

09-19-19



**Temporary Construction Easement** (see attached Exhibit E-1)

Said temporary easement being more particularly described as follows:

Commencing at the Southeast corner of said Lot 1; thence North 00°04'34" East along the East line of said Lot 1, 45.00 feet to the point of beginning; thence North 89°54'56" West, 317.85 feet to the East line of an existing sanitary sewer easement as shown on Blue Sky Commons Plat 1; thence North 36°13'57" West along said East line, 43.44 feet; thence South 89°54'56" East, 343.57 feet to said East line of Lot 1; thence South 00°04'34" West along said East line of Lot 1, 35.00 feet to the point of beginning.

Containing 11,575 square feet, more or less.

That said easements are granted unto the City of Huxley, Iowa, for the purpose of the construction, installation and maintenance of the following described public improvement:

**Sanitary Sewer**

In connection herewith it is specifically agreed that by this easement, the City of Huxley shall have the right to enter upon said premises as shall be necessary to construct, reconstruct, inspect, repair, operate and maintain and service any and all of said improvements and all appurtenances thereto, together with the right to use and operate said improvements as it deems necessary.

The temporary construction easement shall be for a 12-month period at which time it will cease and terminate.

The said municipal corporation shall restore said described land to a satisfactory condition after construction and/or maintenance in substantially the same condition as prior to entry. The said municipal corporation shall provide a 6" wye sewer service connection to the sanitary sewer to allow for a future sewer service connection.

It is further agreed that no permanent improvement shall be built or placed upon the above described easement, and that if such improvements are built or constructed, in violation of this easement, the City of Huxley shall in no way be responsible for any damages thereto resulting from the construction, reconstruction, maintenance or repair of the aforesaid improvements.

That the grantors do hereby covenant with the said grantee, and successors in interest, that said grantors hold said real estate by title and fee simple; that they have good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever except as may be hereinabove stated; that said grantors

covenant to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be above stated.

IN WITNESS WHEREOF WE have hereunto affixed our hands this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Open Sky LLC

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public, in and for said State and county, personally appeared \_\_\_\_\_ (signatory name), to me personally known, who being by me duly sworn or affirmed, did say that that person is \_\_\_\_\_ (official title) of said \_\_\_\_\_ (limited liability company) and that said instrument was signed on behalf of the said limited liability company by authority of its managers and the said \_\_\_\_\_ (signatory name) acknowledged the execution of said instrument to be the voluntary act and deed of said limited liability company by it voluntarily executed.

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

PREPARED BY: VEENSTRA & KIMM, INC. - 3000 WESTOWN PARKWAY - WEST DES MOINES, IOWA 50266-1320 - (515) 225-8000  
RETURN TO: VEENSTRA & KIMM, INC. - 3000 WESTOWN PARKWAY - WEST DES MOINES, IOWA 50266-1320 - (515) 225-8000

**OWNER:**

OPEN SKY LLC

**INSTRUMENT #** 2017-10579

**MAILING ADDRESS:**

912 S STATE STREET  
MADRID, IA 50156

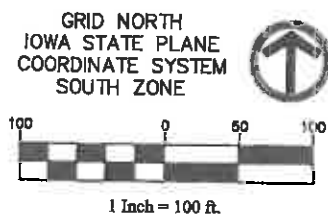
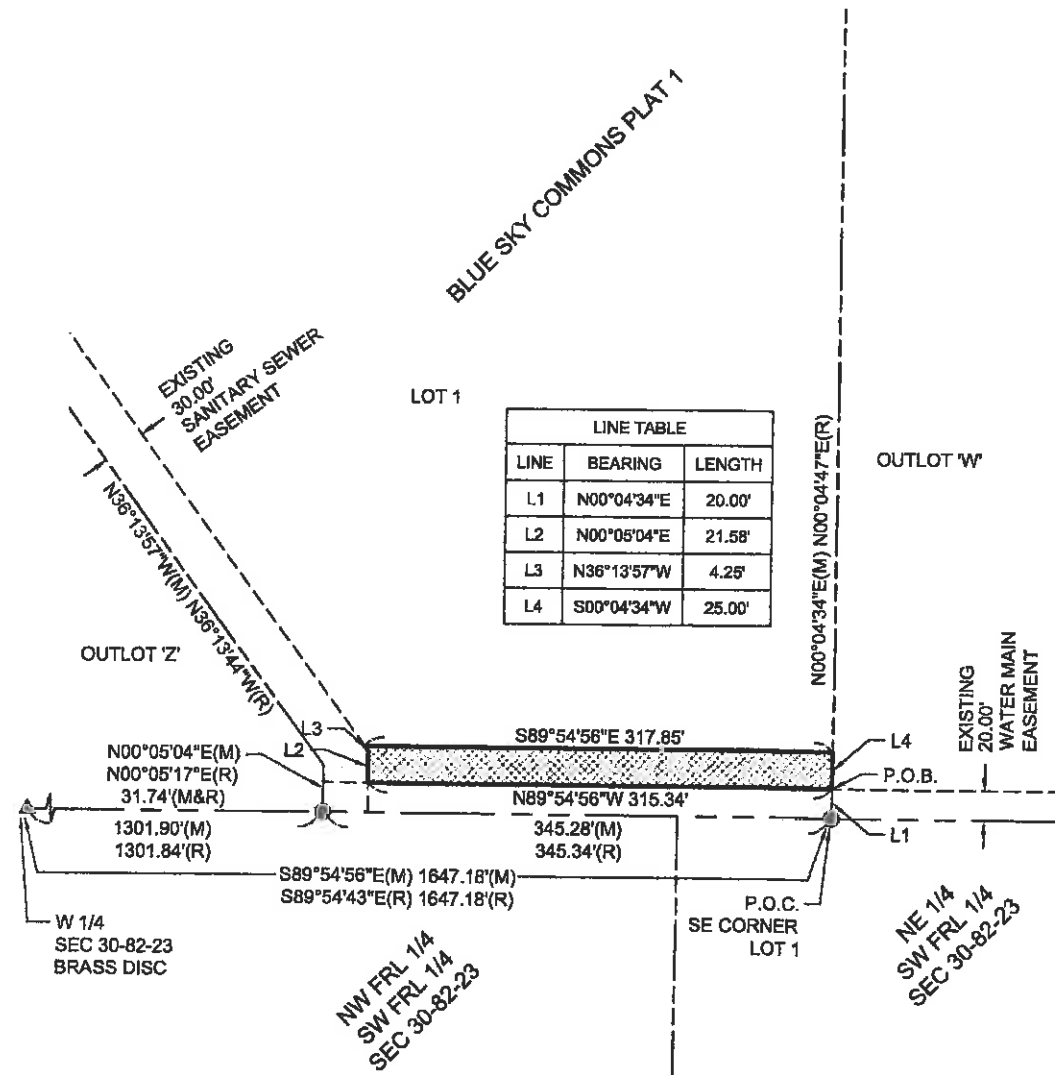
# EASEMENT DRAWING

FOR SANITARY SEWER  
BEING CONVEYED TO THE  
CITY OF HUXLEY, IA

**PARCEL NO.:**

14-30-150-040

DRAWN TJP CHECKED EMG APPROVED FSA DATE 06-04-19



HIGHWAY 210 & INTERSTATE 35 WATER & SEWER UTILITY

VEENSTRA & KIMM, INC.  
3000 WESTOWN PARKWAY  
WEST DES MOINES, IOWA 50266-1320  
515-225-8000

EXHIBIT

E-1

Rev/By

SHEET 1 OF 2

45251

PREPARED BY: VEENSTRA & KIMM, INC. - 3000 WESTOWN PARKWAY - WEST DES MOINES, IOWA 50266-1320 - (515) 225-8000  
RETURN TO: VEENSTRA & KIMM, INC. - 3000 WESTOWN PARKWAY - WEST DES MOINES, IOWA 50266-1320 - (515) 225-8000

**OWNER:**

OPEN SKY LLC

**INSTRUMENT** # 2017-10579

**MAILING ADDRESS:**

912 S STATE STREET  
MADRID, IA 50156

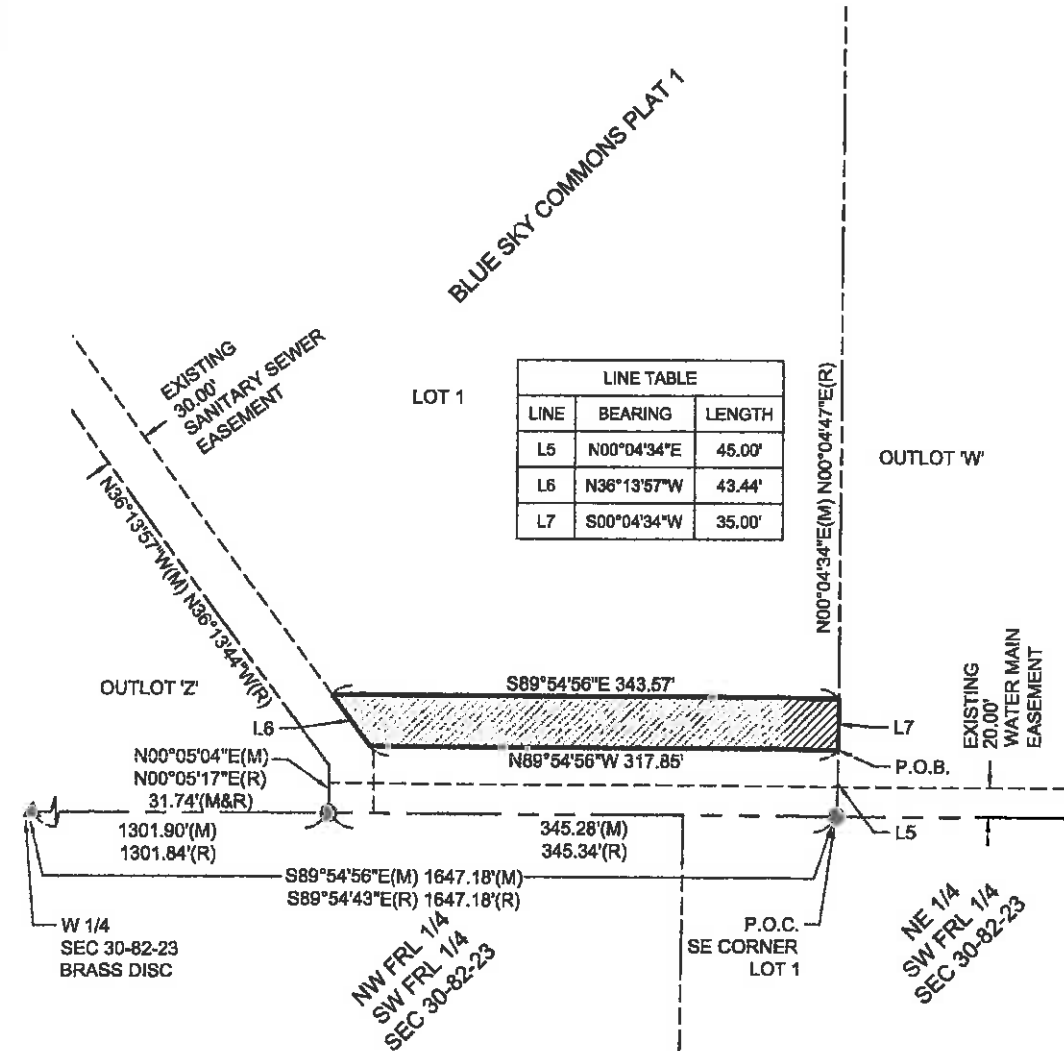
# EASEMENT DRAWING

FOR TEMPORARY CONSTRUCTION  
BEING CONVEYED TO THE  
CITY OF HUXLEY, IA

**PARCEL NO.:**

14-30-150-040

DRAWN TJP CHECKED ENG APPROVED FSA DATE 06-04-19



HIGHWAY 210 & INTERSTATE 35 WATER & SEWER UTILITY

VEENSTRA & KIMM, INC.  
3000 WESTOWN PARKWAY  
WEST DES MOINES, IOWA 50266-1320  
515-225-8000

EXHIBIT

E-1

Rev/By

SHEET 2 OF 2

43251

## Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.	
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC	
	<input type="checkbox"/> C Corporation	
	<input type="checkbox"/> S Corporation	
	<input type="checkbox"/> Partnership	
<input type="checkbox"/> Trust/estate		
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____		
<b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
<input type="checkbox"/> Other (see instructions) ► _____		
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):		
Exempt payee code (if any) _____		
Exemption from FATCA reporting code (if any) _____		
(Applies to accounts maintained outside the U.S.)		
5 Address (number, street, and apt. or suite no.) See instructions.		
Requester's name and address (optional)		
6 City, state, and ZIP code		
7 List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									
				-					

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►

Date ►

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

# **PUBLIC SAFETY**

**ORDINANCE NO. 504**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF  
THE CITY OF HUXLEY, IOWA, BY AMENDING PROVISIONS  
OF THE ORDINANCE REGARDING FIREWORKS USE**

Be It Enacted by the City Council of the City of Huxley, Iowa:

SECTION 1. Section 41.14, Fireworks, is hereby amended in 41.14(2) Regulations by adding the following underlined language:

A. It shall be unlawful for any person to use or explode any explosive, explosive material or First-class Consumer Fireworks and Second-class Consumer Fireworks within the corporate limits of the City except between 9:00 a.m. – 10:00 p.m. on July 1, 2, 3, 5, 6 and 7 and except between 9:00 a.m. – 11:00 p.m. on July 4.

B. It shall be unlawful for any person to use or explode any Consumer Fireworks or other fireworks within the corporate limits in violation of NFPA 1123. NFPA 1123 is hereby amended to include regulation of Consumer Fireworks as defined in Iowa Code Section 727.2(1)(a).

C. A person who uses or explodes Consumer Fireworks in violation of the ordinances of the City commits a simple misdemeanor, punishable by a fine of not less than two hundred fifty dollars.

SECTION 2. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall be effective upon its passage, approval and publication as provided by law.

**PASSED** and approved this \_\_\_\_ day of \_\_\_\_\_ 2019.

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

ATTEST:

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

Record Of Vote of Ordinance No.504

Publication Date: \_\_\_\_\_

**First Reading** \_\_\_\_\_ (Date)

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

**Second Reading** \_\_\_\_\_ (Date)

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

**Third Reading** \_\_\_\_\_ (Date)

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

STATE OF IOWA



COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that the attached is a true, correct and complete copy of all the records of the City Council of the City relating to the adoption of an ordinance entitled "Ordinance No. 504. An Ordinance Amending Chapters 41 of the Huxley Municipal Code of Iowa.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jolene R. Lettow, City Clerk

Prepared by John Haldeman, City Administrator for the City of Huxley, Iowa on the 24<sup>TH</sup> day of September, 2019.

**RESOLUTION NO. 19-142**

**RESOLUTION ADJUSTING HOURLY WAGE FOR SPECIAL EVENTS FOR OFF-DUTY  
POLIC OFFICERS OF THE CITY OF HUXLEY, IOWA.**

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

<b>POSITION</b>	<b>EMPLOYEE NAME</b>	<b>PREVIOUS</b>	<b>PROPOSED</b>	<b>Certified Rate</b>	<b>CLASSIFICATION ANNUAL SALARY OR HOURLY</b>
<b>POLICE OFFICER</b>	<b>SPECIAL EVENT ISU</b>	<b>\$ 40.00</b>	<b>\$45.00</b>		<b>HOURLY RATE</b>

<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, 2019

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-142** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this   th day of September, 2019.

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

ATTEST:

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

# FINANCE

Prepared by John Danos, Dorsey and Whitney, City Bond Counsel and Reformatted by John Haldeman, City Administrator, for the City Council meeting to be held on the 24th Day of September, 2019.

**ORDINANCE NO. 506**

**AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED  
ON TAXABLE PROPERTY IN THE SEPTEMBER, 2019 ADDITION TO  
THE HUXLEY URBAN RENEWAL AREA, PURSUANT TO  
SECTION 403.19 OF THE CODE OF IOWA**

WHEREAS, the City Council of the City of Huxley, Iowa (the "City") previously enacted an ordinance entitled "An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Huxley Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa"; and

WHEREAS, pursuant to that ordinance, certain taxable property within the Huxley Urban Renewal Area in the City was designated a "tax increment district"; and

WHEREAS, the City Council now desires to increase the size of the "tax increment district" by adding additional property;

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

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the September, 2019 Addition to the Huxley Urban Renewal Area of the City of Huxley, Iowa, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City of Huxley to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

"City" shall mean the City of Huxley, Iowa.

"County" shall mean Story County, Iowa.

"2019 Urban Renewal Area Addition" shall mean the September, 2019 Addition to the Huxley Urban Renewal Area of the City, the legal description of which is set out below, approved by the City Council by resolution adopted on September 24, 2019:

A PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF  
SECTION 31, TOWNSHIP 82 NORTH, RANGE 23 WEST OF THE 5TH P.M.,

STORY COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 31; THENCE SOUTH 89°51'29" EAST ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER OF THE NORTHEAST QUARTER, 836.04 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 89°51'29" EAST ALONG SAID NORTH LINE, 264.00 FEET; THENCE SOUTH 00°04'23" EAST, 320.98 FEET; THENCE SOUTH 89°55'37" WEST, 770.61 FEET TO THE EASTERLY RIGHT OF WAY LINE OF INTERSTATE 35; THENCE NORTH 26°44'29" EAST ALONG SAID EASTERLY RIGHT OF WAY LINE, 197.41 FEET; THENCE NORTH 41°24'32" EAST CONTINUING ALONG SAID EASTERLY RIGHT OF WAY, 103.60 FEET TO THE SOUTHERLY RIGHT OF WAY LINE OF HIGHWAY 210; THENCE NORTH 86°32'45" EAST CONTINUING ALONG SAID SOUTHERLY RIGHT OF WAY LINE, 349.54 FEET; THENCE NORTH 00°04'23" WEST, 47.56 FEET TO THE POINT OF BEGINNING AND CONTAINING 4.58 ACRES (199,622 SQUARE FEET). PROPERTY SUBJECT TO ROADWAY EASEMENT CONTAINING 0.29 ACRES (12,426 SQUARE FEET);

"Urban Renewal Area" shall mean the entirety of the Huxley Urban Renewal Area as amended from time to time.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the 2019 Urban Renewal Area Addition. After the effective date of this ordinance, the taxes levied on the taxable property in the 2019 Urban Renewal Area Addition each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the 2019 Urban Renewal Area Addition is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the 2019 Urban Renewal Area Addition, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the 2019 Urban Renewal Area Addition on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the 2019 Urban Renewal Area Addition to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, and to provide assistance for low and moderate-income family housing as provided in Section 403.22,

except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support program levy of a school district imposed pursuant to Section 257.19 of the Code of Iowa and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the 2019 Urban Renewal Area Addition exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the 2019 Urban Renewal Area Addition shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the 2019 Urban Renewal Area Addition shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word "taxes" includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed by the Council of the City of Huxley, Iowa, on September 24, 2019.

---

Craig D. Henry, Mayor

Attest:

---

Jolene R. Lettow, City Clerk

Publication Date: \_\_\_\_\_

Record Of Vote of Ordinance No.506

**First Reading** \_\_\_\_\_ (Date)

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

**Second Reading** \_\_\_\_\_ (Date)

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

**Third Reading** \_\_\_\_\_ (Date)

Roll Call	Aye	Nay	Absent
Dave Jensen	_____	_____	_____
Dave Kuhn	_____	_____	_____
Greg Mulder	_____	_____	_____
Rick Peterson "	_____	_____	_____
Tracey Roberts	_____	_____	_____

Prepared by John Danos, Dorsey & Whitney, City's Bonding Attorney for the City of Huxley, Iowa and reformatted by John Haldeman, City Administrator for the City Council meeting to be held on the 27th day of September, 2016.

**ORDINANCE NO. 507**

**AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE 2019 WESTVIEW HEIGHTS URBAN RENEWAL AREA, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA**

BE IT ENACTED by the members of the City Council of the City of Huxley, Iowa:

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the 2019 Westview Heights Urban Renewal Area, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

“City” shall mean the City of Huxley, Iowa.

“County” shall mean Story County, Iowa.

“Urban Renewal Area” shall mean the real property situated in the 2019 Westview Heights Urban Renewal Area, more particularly described as follows, such property having been identified in the Urban Renewal Plan approved by the City Council by resolution adopted on September 24, 2019:

Outlot A, Westview Heights Plat 1 in the City of Huxley, Story County, Iowa;  
and

Outlot B, Westview Heights Plat 1 in the City of Huxley, Story County, Iowa; and

The Southeast Quarter (SE ¼) of the Southwest Quarter (SW ¼) except road right of way, Section 14, Township 82 North, Ranger 24, West of the 5<sup>th</sup> P.M., Story County, Iowa, now in the City of Huxley; and

The Southwest Quarter (SW ¼) of the Southwest Quarter (SW ¼) of Section Fourteen (14), Township Eighty-two (82) North, Range Twenty-four (24) West of the 5<sup>th</sup> P.M., Story County, Iowa, now in the City of Huxley.



Section 3. Provisions for Division of Taxes Levied on Taxable Property in the Urban Renewal Area. After the effective date of this ordinance, the taxes levied on the taxable property in the Urban Renewal Area each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the Urban Renewal Area is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the Urban Renewal Area on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the Urban Renewal Area to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, and to provide assistance for low and moderate-income family housing as provided in Section 403.22, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support levy program of a school district imposed pursuant to Section 257.19 of the Code of Iowa, and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the Urban Renewal Area exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word "taxes" includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Huxley, Iowa, on September 24, 2019.

Publication Date: \_\_\_\_\_

Record Of Vote of Ordinance No. 507

**First Reading** \_\_\_\_\_ (Date)

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

**Second Reading** \_\_\_\_\_ (Date)

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

**Third Reading** \_\_\_\_\_ (Date)

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

CITY OF HUXLEY, IOWA  
URBAN RENEWAL PLAN  
2019 WESTVIEW HEIGHTS URBAN RENEWAL AREA  
SEPTEMBER, 2019

**I. INTRODUCTION**

Chapter 403 of the Code of Iowa authorizes cities to establish areas within their boundaries known as “urban renewal areas,” and to exercise special powers within these areas. Urban renewal powers were initially provided to cities in order that conditions of blight and of deterioration within cities might be brought under control. Gradually, urban renewal has been found to be a useful tool, as well, for economic development in previously undeveloped areas and for retention of enterprises and jobs in other areas.

In order to facilitate the use of urban renewal for economic development, in 1985, the Iowa General Assembly amended Chapter 403 to authorize City Councils to create “economic development” areas. An economic development urban renewal area may be any area of a city which has been designated by the City Council as an area which is appropriate for commercial, industrial and/or residential housing enterprises and in which the city seeks to encourage further development.

As an additional expression of the role for local governments in private economic development, the General Assembly also enacted Chapter 15A of the Code of Iowa, which declares that economic development is a “public purpose” and authorizes local governments to make grants, loans, guarantees, tax incentives and other financial assistance to private enterprise. The statute defines “economic development” as including public investment involving the creation of new jobs and income or the retention of existing jobs and income that would otherwise be lost.

The process by which an economic development urban renewal area may be created begins with a finding by the City Council that such an area needs to be established within the City. An urban renewal plan is then prepared for the area, which must be consistent with the City’s existing comprehensive or general plan. All other affected taxing entities must be notified and given an opportunity to comment on the plan. The City Council must hold a public hearing on the urban renewal plan, following which, the Council may approve the plan.

In 1996, the Iowa General Assembly again expanded the scope of urban renewal legislation relative to housing development in “economic development areas.” This legislation allows the use of tax increment financing (TIF) for housing projects beyond those that benefit only low and moderate income (LMI) families. Under the 1996 legislation, TIF can be used to support the construction of public infrastructure for any type of housing development as long as a percentage of the TIF revenues or funds from other sources, equal to or greater than the percentage of LMI families in the county, is set aside to help meet the housing needs on this group.

This document is intended to serve as the Urban Renewal Plan for the City of Huxley’s (the “City”) 2019 Westview Heights Urban Renewal Area (the “Urban Renewal Area”) and will

guide the City in promoting economic growth through the encouragement of residential development in such area as detailed herein. This document is an Urban Renewal Plan within the meaning of Chapter 403 of the Code of Iowa and sets out proposed projects and activities within the Urban Renewal Area.

## **II. DESCRIPTION OF URBAN RENEWAL AREA**

A description of all property (the "Property") that has been included within the Urban Renewal Area is attached hereto as Exhibit A.

## **III. URBAN RENEWAL OBJECTIVES**

The primary objectives for the development of the Urban Renewal Area are:

1. To contribute to a diversified, well-balanced local economy by creating job opportunities and strengthening the property tax base.
2. To assist in providing land and resources for new and expanded residential development in a manner that is efficient from the standpoint of providing municipal services.
3. To stimulate through public action and commitment, private investment in residential development through the use of various federal, state and local incentives, including tax increment financing.
4. To provide municipal infrastructure, services and facilities that enhance possibilities for economic development and community attractiveness to private enterprise.
5. To help finance the cost of streets, water, sanitary sewer, storm sewer, or other public improvements in support of new residential development.
6. To provide a more marketable and attractive investment climate.
7. To increase the number of housing units in the City that are safe, attractive and comfortable.
8. To provide public facilities to enhance City services and enhance the economic attractiveness of the community.
9. To provide assistance for housing on a City-wide basis to families whose incomes are no greater than 80% of the median family income in Story County.

#### **IV. URBAN RENEWAL PROJECTS AND ACTIVITIES**

The following types of activities are examples of the specific actions which may be undertaken by the City within the Urban Renewal Area:

1. Preparation of plans related to the development and implementation of the Urban Renewal Area and specific urban renewal projects.
2. Construction of public improvements and facilities, including streets, public utilities or other facilities in connection with an urban renewal project.
3. Construction of buildings or specific site improvements such as grading and site preparation activities, access roads and parking, railroad spurs, fencing, utility connections, and related activities.
4. Acquisition, preparation and disposition of property for development and/or redevelopment.
5. Making available, as appropriate, financing for development projects, including conventional municipal borrowing and tax increment financing resulting from increased property values in the Urban Renewal Area.
6. Pursuant to state law, provision of direct financial assistance, including grants, loans and tax increment rebate agreements, to private persons engaged in economic development, in such form and subject to such conditions as may be determined by the City Council.

#### **V. SPECIFIC URBAN RENEWAL PROJECTS**

The City has determined to undertake the following initiative in the Urban Renewal Area as economic development urban renewal project:

**Name of Project:** West View Heights Housing Development Project

**Date of Council Approval of Project:** September 24, 2019

**Description of the Project:** Westview Heights Phase II LLC (the "Developer") is undertaking the development of a residential subdivision and the corresponding construction of public infrastructure (the "Infrastructure Project") on the Property (as described in Section II above).

The addition of new housing in the City will enhance the quality of life in the City thereby resulting in commercial and residential growth in the City.

It has been requested that the City provide tax increment financing assistance to the Developer in support of the efforts to complete the Infrastructure Project.

The costs incurred by the City in providing tax increment financing assistance to the Developer will include legal and administrative fees (the "Admin Fees") in an amount not to exceed \$8,000.

**Description of Use of TIF:** The City intends to enter into an economic development agreement (the "Agreement") with the Developer with respect to the construction of the Infrastructure Project thereon and to provide annual appropriation economic development payments (the "Payments") to the Developer thereunder. The Payments made under the Agreement will be funded with incremental property tax revenues to be derived from the Property (as defined in Section II above). It is anticipated that the City's total commitment of incremental property tax revenues with respect to the Infrastructure Project, including the Payments, the Admin Costs and the LMI Set Aside (as described below) will not exceed \$23,526,800.

**LMI Set Aside:** Pursuant to the provisions of Section 403.22 of the Code of Iowa, the City will provide low and moderate income family housing assistance in its area of operation in an amount equal to 46.98% (or such lesser amount approved by the Iowa Economic Development Authority) of the incremental property tax revenues used to pay the costs of the Infrastructure Project.

## **VI. LAND USE PLAN AND PROPOSED DEVELOPMENT**

The City has adopted a Comprehensive Land Use Plan which guides the establishment of commercial, residential and industrial land uses throughout the incorporated area. Land use in the Urban Renewal Area will be carried out in a manner that will maintain consistency with the Comprehensive Land Use Plan.

## **VII. TAX INCREMENT FINANCING**

In order to assist in the development or retention of private enterprises, the City may be requested to acquire land, construct public improvements or provide economic development loans, grants or other tax incentives for the benefit of private enterprises in order to enhance the value of property in the Urban Renewal Area. As part of the Urban Renewal Area, the City has adopted an ordinance to create a tax increment district (the "TIF District"), within which the property taxes eventually paid by new private development may be used to pay costs of urban renewal projects for these types of activities, including reimbursing the City or paying debt service on obligations issued by the City. The use of these tax revenues is known as tax increment financing ("TIF").

Depending upon the date upon which the TIF District is legally established and the date on which debt is initially certified within the TIF District, an original taxable valuation is established for the property within the TIF District, which is known as the "base valuation." The "base valuation" is the assessed value of the taxable property in the TIF District as of January 1 of the calendar year preceding the calendar year in which the City first certifies the amount of any debt payable from TIF revenues to be generated within that TIF District. When the value of the property inside the TIF District increases by virtue of new construction or any other reason, the difference between the base valuation and the new property value is the "tax increment" or "incremental value."

Procedurally, after tax increment debt has been incurred for the financing of improvements within the TIF District or for the payment of economic development incentives to private entities,

property taxes levied by all local jurisdictions (city, county, school, area college) against the incremental value, with the exception of taxes levied to repay current or future debt incurred by local jurisdictions and the school district instructional support and physical plant and equipment levies, are allocated by state law to the City's tax increment fund rather than to each local jurisdiction. These new tax dollars are then used to pay principal and interest on any tax increment debt incurred or to pay the costs of projects in the Urban Renewal Area.

## **VIII. ASSISTANCE TO FAMILIES OF LOW AND MODERATE INCOME**

The City's primary objective in the Urban Renewal Area is to promote new residential development and the corresponding construction of public infrastructure.

When a City utilizes TIF to support the provision of public infrastructure related to residential development, a percentage of the TIF revenues generated by the project (or other funds of the City) must be used to provide assistance ("LMI assistance") to families of low and moderate income ("LMI families").

Unless a reduction is approved by the Iowa Department of Economic Development, the percent of incremental revenues used to provide LMI assistance must be at least equal to the percentage of LMI families living in Story County. That percentage is currently 46.98%. LMI families are those whose incomes do not exceed 80% of the median county income.

The requirement to provide assistance for LMI housing may be met either by ensuring that at least 46.98% of the units constructed in the area are occupied by families whose incomes are at or below 80% of the median county income, or by setting aside an amount equal to 46.98% of the project costs for LMI housing activities elsewhere in the City.

If funds are set aside, as opposed to constructing affordable housing in the Urban Renewal Area, the type of assistance provided anywhere within the City may include but is not necessarily limited to:

1. Owner/renter-occupied housing rehabilitation.
2. Grants, credits or other direct assistance to LMI families.
3. Homeownership assistance.
4. Tenant -based rental assistance.
5. Down-payment assistance.
6. Mortgage interest buy-down assistance.
7. Infrastructure development for LMI housing.

## **IX. EFFECTIVE PERIOD**

This Urban Renewal Plan will become effective upon its adoption by the City Council and will remain in effect until it is repealed by the City Council. The collection of incremental property taxes in the Urban Renewal Area will continue for the maximum number of years authorized by Chapter 403 of the Code of Iowa unless otherwise determined by action of the City Council.

## **X. PLAN AMENDMENTS**

This Urban Renewal Plan may be amended in accordance with the procedures set forth in Chapter 403 of the Code of Iowa to, for example, change the project boundaries, modify urban renewal objectives or activities, or to carry out any other purposes consistent with Chapter 403 of the Code of Iowa.

## **XI. FINANCIAL INFORMATION**

### **CITY DEBT INFORMATION**

1. Current constitutional debt limit	\$ <u>15,196,699</u>
2. Outstanding general obligation debt:	\$ <u>8,976,572</u>
3. Proposed amount of TIF debt to be incurred*	\$ <u>16,000,000</u> (Payments)
	\$ <u>10,000</u> (Admin Costs)
	\$ <u>7,516,800</u> (LMI Amount)
	\$ <u>23,526,800</u> (Total)

\*Some or all of the debt incurred hereunder may be subject to annual appropriation by the City Council.



**EXHIBIT A  
LEGAL DESCRIPTION  
2019 WESTVIEW HEIGHTS URBAN RENEWAL AREA**

Outlot A, Westview Heights Plat 1 in the City of Huxley, Story County, Iowa;  
and

Outlot B, Westview Heights Plat 1 in the City of Huxley, Story County, Iowa; and

The Southeast Quarter (SE  $\frac{1}{4}$ ) of the Southwest Quarter (SW  $\frac{1}{4}$ ) except road right of way, Section 14, Township 82 North, Range 24, West of the 5<sup>th</sup> P.M., Story County, Iowa, now in the City of Huxley; and

The Southwest Quarter (SW  $\frac{1}{4}$ ) of the Southwest Quarter (SW  $\frac{1}{4}$ ) of Section Fourteen (14), Township Eighty-two (82) North, Range Twenty-four (24) West of the 5<sup>th</sup> P.M., Story County, Iowa, now in the City of Huxley.

Prepared by John Danos, Dorsey and Whitney, City Bond Counsel and Reformatted by John Haldeman, City Administrator, for the City Council meeting to be held on the 24th Day of September, 2019.

**RESOLUTION NO. 19-143**

**RESOLUTION APPROVING BOND PURCHASE AGREEMENT FOR  
THE SALE OF BONDS THEREUNDER AND AUTHORIZING CALL OF  
BONDS**

WHEREAS, the City of Huxley (the "City"), in Story County, State of Iowa, previously issued its \$3,720,000 General Obligation Refunding Bonds, Series 2012A, dated February 29, 2012 (the "2012A Bonds"), a portion of which currently remain outstanding, maturing on June 1 in each of the years and in such amounts and bearing interest at such rates as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate Per Annum</u>	<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate Per Annum</u>
2020	\$180,000	2.00%	2026	\$210,000	3.00%
2021	\$185,000	2.35%	2027	\$215,000	3.15%
2022	\$190,000	2.50%	2028	\$220,000	3.25%
2023	\$195,000	2.60%	2029	\$230,000	3.40%
2024	\$200,000	2.70%	2030	\$235,000	3.50%
2025	\$205,000	2.85%	2031	\$245,000	3.60%

; and

WHEREAS, pursuant to the resolution (the "2012A Bond Resolution") authorizing the issuance of the 2012A Bonds, the City reserved the right to prepay part or all of the 2012A Bonds maturing in each of the years 2020 to 2031 (the "Callable 2012A Bonds"), inclusive, prior to maturity on June 1, 2019 or on any date thereafter, subject to the provisions of the 2012A Bond Resolution; and

WHEREAS, the City heretofore proposed to enter into a loan agreement (the "Loan Agreement"), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$4,300,000 for the purpose of paying the costs, to that extent, of constructing extensions and improvements to the municipal sanitary sewer system and the municipal waterworks system (the "Projects") and refunding the outstanding Callable 2012A Bonds, and has published notice of the proposed action and has held a hearing thereon on August 27, 2019; and

WHEREAS, a Preliminary Official Statement (the "P.O.S.") has been prepared to facilitate the sale of General Obligation Corporate Purpose and Refunding Bonds, Series 2019A (the "Bonds") to be issued in evidence of the obligation of the City under the Loan Agreement, and the City Council has made provision for the approval of the P.O.S. and has authorized its use by Northland Securities, Inc. (the "Underwriter"); and

**RESOLUTION NO. 19-144**

**RESOLUTION APPROVING FISCAL YEAR 2019 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 2019 which ended June 30, 2019.

**BE IT RESOLVED, THEREFORE**, by the City Council of Huxley, Iowa, that the attached Annual Street Finance Report for Fiscal Year 2019 which ended June 30, 2019, 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       th day of September, 2019

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 19-144** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this       th day of September, 2019.

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

ATTEST:

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

MINUTES TO AUTHORIZE BOND  
PURCHASE AGREEMENT AND  
AUTHORIZE CALL OF BONDS

419996-60

Huxley, Iowa

September 24, 2019

The City Council of the City of Huxley, Iowa, met on September 24, 2019, at \_\_\_\_\_  
o'clock \_\_\_\_m., at the \_\_\_\_\_, Huxley, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the  
following members of the City Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

After due consideration and discussion, Council Member \_\_\_\_\_  
introduced the following resolution and moved its adoption, seconded by Council Member  
\_\_\_\_\_. The Mayor put the question upon the adoption of said  
resolution, and the roll being called, the following Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

<b>City Name</b>
<b>HUXLEY</b>
<b>City Number</b>
<b>3620</b>

## City Street Financial Report

Report Generated
9/20/2019 10:07 AM
Fiscal Year
2019
Page
1 of 8

### Cover Sheet

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

On 09/24/2019 did hereby approve and adopt the annual  
(month/day/year)

City Street Financial Report from July 1, 2018 to June 30, 2019  
(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	201	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 19-144

Craig D. Henry  
Signature Mayor

Jolene R. Lettow  
Signature City Clerk

City Name
HUXLEY
City Number
3636

## City Street Financial Report

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9/20/2019 10:07 AM
Fiscal Year
2019
Page
2 of 8

### 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	\$324,981	\$12,311	\$3,906,960	\$4,444,232
2 Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3 Adjusted Balance	\$324,981	\$12,311	\$3,906,960	\$4,444,232
B. REVENUES				
1 Road Use Tax	\$428,509			\$428,509
2 Property Taxes		\$29,140	\$0	\$29,140
3 Special Assessments		\$0	\$0	\$0
4 Miscellaneous		\$39,867	\$0	\$39,867
5 Proceeds from Bonds, Notes, and Loans		\$0	\$0	\$0
6 Interest Earned		\$0	\$0	\$0
7. Total Revenues (Lines B1 thru B6)	\$428,509	\$68,987	\$0	\$497,506
C. Total Funds Available (Line A3 + Line B7)				
	\$953,470	\$81,398	\$3,906,960	\$4,941,738

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	\$114,538	\$0	\$0	\$114,538
2 Snow and Ice Removal	\$4,077	\$0	\$0	\$4,077
E. Construction, Reconstruction and Improvements				
1 Engineering	\$0	\$29,140	\$0	\$29,140
2 Right of Way Purchased	\$0	\$0	\$0	\$0
3 Street/Bridge Construction	\$0	\$0	\$0	\$0
4 Traffic Services	\$0	\$0	\$0	\$0
F. Administration	\$234,814	\$0	\$0	\$234,814
G. Equipment	\$15,081	\$0	\$0	\$15,081
H. Miscellaneous		\$0	\$0	\$0
J. Street Debt				
1 Bonds, Notes and Loans - Principal Paid	\$0	\$0	\$250,000	\$250,000
2 Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$80,443	\$80,443
TOTALS				
K. Total Expenses (Lines D thru J)	\$368,510	\$29,140	\$330,443	\$728,093
L. Ending Balance (Line C-K)	\$584,960	\$52,188	\$3,576,517	\$4,213,645
M. Total Funds Accounted For (K + L = C)	\$953,470	\$81,398	\$3,906,960	\$4,941,738

**IOWADOT**  
 Form 517007 (5-2019)  
 Office of Local Systems  
 Ames, IA 50010

<b>City Name</b>
HUXLEY
<b>City Number</b>
3630

## City Street Financial Report

Report Generated
9/20/2019 10:07 AM
Fiscal Year
2019
Page
3 of 8

### 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
191---Licenses and Permits	\$39,857.00	\$0.00
<b>Line B4 Totals</b>	<b>\$39,857.00</b>	<b>\$0.00</b>

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
<b>Line H Totals</b>		

**IOWADOT**  
 Form 517007 (5-2019)  
 Office of Local Systems  
 Ames, IA 50010

<b>City Name</b>
<b>HUXLEY</b>
<b>City Number</b>
<b>3639</b>

## City Street Financial Report

Report Generated
9/20/2019 10:07 AM
Fiscal Year
2019
Sheet
4 of 8

## 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	\$250,000	\$80,443	\$250,000	\$80,443	\$5,065,000
New Bond Totals					\$0	\$0	Totals	\$3,315,000	\$250,000	\$80,443	\$250,000	\$80,443	\$5,065,000



<b>City Name</b>
<b>HUXLEY</b>
<b>City Number</b>
<b>3670</b>

## City Street Financial Report

<b>Report Generated</b>
<b>9/20/2019 10:07 AM</b>
<b>Fiscal Year</b>
<b>2019</b>
<b>Sheet</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)
19-036	\$1,700,000	SURF	Yes	560th Avenue Paving

### 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
19-036	Veenstra & Kimm	\$145,700	\$0	\$0	\$0	\$0	\$0	\$145,700

<b>City Name</b>
<b>HUXLEY</b>
City Number
26,301

## City Street Financial Report

Report Generated
9/20/2019 10:07 AM
<b>Fiscal Year</b>
<b>2019</b>
Sheet
<b>6 of 8</b>

## Road/Street Equipment Inventory Sheet

1 Local Class ID #	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	NOCH

**IOWADOT**  
 Form 517007 {5-2019}  
 Office of Local Systems  
 Ames, IA 50010

<b>City Name</b>
<b>HUXLEY</b>
<b>City Number</b>
<b>2030</b>

## City Street Financial Report

Report Generated
9/20/2019 10:07 AM
Fiscal Year
2019
Page
8 of 8

## Monthly Payment Sheet

Month	Road Use tax Payments
July	\$31,633.51
August	\$50,153.74
September	\$48,123.49
October	\$29,731.78
November	\$37,188.96
December	\$37,651.23
January	\$36,190.80
February	\$35,865.01
March	\$29,212.19
April	\$18,052.57
May	\$39,988.84
June	\$34,716.93
Totals	\$428,509.05